

# ILLINOIS COMMUNITY COLLEGE SYSTEM

## AFRICAN AMERICAN

### EMPLOYMENT PLAN REPORT



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African American Employment Plan Report Fiscal Year 2012

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## INTRODUCTION

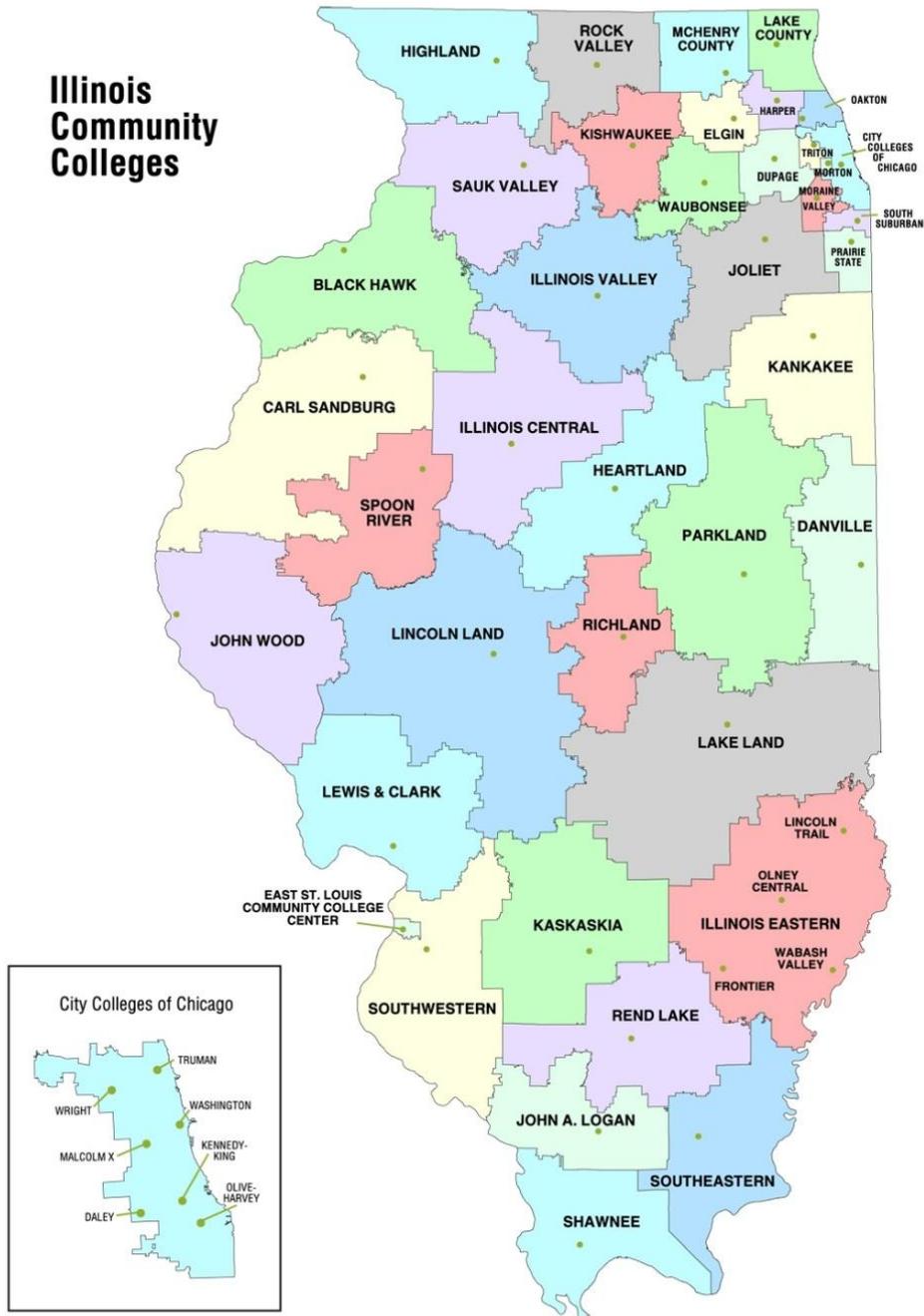
The enclosed materials contain fiscal year 2012 (July 1, 2011 through June 30, 2012) responses from Illinois' public Community College System to the *African American Employment Plan Survey* (S.B. 3531/P.A. 96-1341 <http://www.ilga.gov/legislation/publicacts/fulltext.asp?Name=096-1341&GA=96>). The legislation requests that each community college provide an annual assessment of strategies and progress in the hiring and promotion of African American persons at supervisory, technical, professional and managerial levels.

Fiscal year 2012 is the third year that community colleges, public universities, and state agencies have been asked to furnish African American Employment Plans. The Illinois Community College System consists of 48 colleges that blanket the state and provide equal education, training, and employment opportunities to all individuals. A map of the System appears on the next page. College officials recognize that a diverse faculty, staff, and student body enriches and improves the educational environment for everyone. These new reporting requirements allow colleges to provide additional information about their efforts to hire and promote individuals who are African American. The report compliments activities and initiatives that are described in the annual *Illinois Community College System Underrepresented Groups Report* which addresses legislative reporting requirements under Public Act 85-283 (<http://www.ilga.gov/previousga.asp?GA=85>). Underrepresented groups reporting aims to increase participation and achievement among individuals with disabilities, women, and minorities. Recent editions of the *Underrepresented Groups Reports* are available on the ICCB website <http://www.iccb.org/reports.access.html>. Other complimentary initiatives are the *Asian-American Employment Plan Survey* (HB4510/P.A. 97-0856 <http://www.ilga.gov/legislation/publicacts/fulltext.asp?Name=097-0856&GA=97>), the *Hispanic\Latino Employment Plan Survey*, and the *Bilingual Needs and Bilingual Pay Survey* (SB 387/P.A. 96-1286 <http://www.ilga.gov/legislation/publicacts/fulltext.asp?Name=096-1286&GA=96>). These reports provide an annual assessment of initiatives and progress in hiring and promoting African Americans and Hispanic\Latinos at local community colleges.

The *African American Employment Plan Survey Report* begins with demographic information about the state of Illinois, and annual community college credit program enrollments, completions, and staffing. Then individual college responses to standardized surveys addressing components of the legislation are provided. These surveys were adapted from forms developed by the State of Illinois' Department of Central Management Services. To provide continuity across higher education reporting, the same forms community colleges completed were used to gather information from public universities by the Illinois Board of Higher Education.

### MAP OF ILLINOIS COMMUNITY COLLEGES

## Illinois Community Colleges



**DEMOGRAPHIC INFORMATION**

This section of the report provides an overview of the racial/ethnic composition of the State of Illinois’ population, students enrolled in community college credit programs, graduates, and college faculty and staff. Illinois census data are provided to offer an external reference point for reviewing Illinois Community College System information. Community college demographic data on credit students and completers are gathered from the colleges through the Annual Enrollment and Completion (A1) submission. Analyses are included about the racial/ethnic distribution of community college credit students for selected broad program areas (PCS). Staffing data referenced in the following pages are from the Annual Faculty, Staff, and Salary submission (C3).

Minority populations were responsible for Illinois’ overall population growth from 2000 to 2011.

**State of Illinois’ Racial/Ethnic Distribution** – State census data show that Illinois’ population grew to nearly 12.87 million in 2011 compared to 12.42 million in 2000 ([www.census.gov/census2000/states/il.html](http://www.census.gov/census2000/states/il.html) and Index of Need, Table 1). These detailed Illinois census data indicate that the state’s population grew 3.6 percent between 2000 and 2011. Illinois’ 2011 census data show that Whites/Caucasians remained the largest racial/ethnic group. However, minority populations were responsible for Illinois’ overall population growth from 2000 to 2011, as the percent of Caucasians decreased from 73.5 percent to 71.3 percent of the population. ([www.census.gov/census2000/states/il.html](http://www.census.gov/census2000/states/il.html), Select Table 1; and Index of Need, Table 1).

The racial/ethnic data collection methodology changed for the 2000 census and continued in the 2011 census data. The 2011 census data showed that 1.7 percent of all Illinoisans identified themselves as two or more races. These individuals are included in the “Some Other Race\*\*” column in Table 1 below. The question on Latino ethnicity was asked independently from an individual’s race beginning in 2000 and is reflected in the 2011 data in the table. These duplicated Latino population counts show substantial growth, from 1,530,262 in 2000 to 2,079,697 in 2011 ([www.census.gov/census2000/states/il.html](http://www.census.gov/census2000/states/il.html), Select Table 1; and Index of Need, Table 1).

Illinois’ largest minority group in 2000 was African American and in 2011 was Latino. Compared to 2000, African American counts in 2011 decreased from 15.1 percent to 14.8 percent, whereas Asian American counts increased from 3.4 percent to 4.9 percent, Native American from 0.2 percent to 0.6 percent, and Latino from 12.3 percent to 16.2 percent.

<b>Table 1</b>						
<b>State of Illinois Racial/Ethnic Distribution (Census)</b>						
	<b>White/ Caucasian</b>	<b>African American</b>	<b>Asian* American</b>	<b>Native American</b>	<b>Some Other Race**</b>	<b>Latino*** (Duplicated)</b>
<b>2000</b>	73.5%	15.1%	3.4%	0.2%	7.7%	12.3%
<b>2011</b>	71.3%	14.8%	4.9%	0.6%	8.4%	16.2%

\*Includes Pacific Islander

\*\*Includes two or more races

\*\*\* Respondents identify their race; they also identify themselves in terms of Latino/Hispanic ethnicity

SOURCE OF DATA: U. S. Census Bureau, 2000 and 2011 Index of Need, Table 1.

**Racial/Ethnic Distribution Community College System Credit Programs –**

Overall in fiscal year 2012, minority students accounted for over one-third (39.3 percent) of the individuals enrolled in credit coursework at Illinois community colleges whose ethnicity was known. FY 2012 data show that minority representation was similar to the prior year (FY 2011 = 38.4 percent). FY 2012 results are above the five-year average (37.2 percent). African American students – 117,227 in FY 2012 – accounted for the largest number of minority enrollments for the first time since FY 2000. Students identifying themselves as Latino – 112,746 in FY 2012 – constitute the second largest minority group in the latest data. The FY 2012 proportionate representation by African-American students was higher by almost one percentage point in comparison to the prior year (17.2 percent in FY 2012 versus 16.3 percent in FY 2011). The Latino student representation was slightly higher than the previous year (16.5 percent in FY 2012 versus 16.4 percent in FY 2011). Over the longer term – over the past five years – the Illinois Community College System’s enrollments have increased across most racial/ethnic groups. Non-Resident Alien (-51.6 percent) was the only minority group with a decrease compared to FY 2008.

*Students identifying themselves as African-American – 117,227 in FY 2012 – accounted for the largest number of minority enrollments in the Illinois Community College System this year for the first time since FY 2000.*

Student racial/ethnic representation varies across broad program areas (PCS). For example, Table 2 contains information about the racial/ethnic distribution of Adult Education (ABE/ASE) and English-as-a-Second Language (ESL) enrollments. Minority students accounted for almost three-fourths (71.2 percent) of the individuals enrolled in community college Adult Education coursework. In fiscal year 2012, African American students accounted for more than one-third (36.9 percent) of the adult education enrollments. The latest figures show that Latino students accounted for almost one-third (31.9 percent) of the individuals enrolled in Adult Education coursework. Additionally, minority students accounted for more than eight out of every ten (83.5 percent) individuals enrolled in community college ESL coursework during fiscal year 2012. Latino students accounted for over two-thirds (68.3 percent) of the community college ESL students.

<b>Table 2</b>							
<b>Fiscal Year 2012 Minority Students Enrolled in Adult Education (ABE/ASE) and English-as-a-Second Language (ESL)</b>							
<b>Program</b>	<b>African American</b>	<b>Latino</b>	<b>Asian</b>	<b>Nonresident Alien</b>	<b>Native American</b>	<b>Pacific Islander</b>	<b>Minority Subtotal</b>
<b>ABE/ASE %</b>	<b>36.9%</b>	<b>31.9%</b>	<b>1.7%</b>	<b>0.0%</b>	<b>0.5%</b>	<b>0.2%</b>	<b>71.2%</b>
Number	15,827	13,703	750	12	229	73	30,594
<b>ESL %</b>	<b>4.3%</b>	<b>68.3%</b>	<b>10.3%</b>	<b>0.1%</b>	<b>0.2%</b>	<b>0.1%</b>	<b>83.5%</b>
Number	1,945	30,694	4,646	59	85	66	37,495

**SOURCE OF DATA: Annual Enrollment and Completion (A1)**

Table 3 provides the distribution of Minority students enrolled in Baccalaureate/Transfer and Career/Technical programs. During fiscal year 2012, minorities comprised three out of every ten (30.9 percent) Baccalaureate/Transfer enrollees. An examination of each Minority racial/ethnic group’s representation across the Baccalaureate/Transfer program area indicates that African-American students accounted for the largest Minority group enrollments (14.0 percent), followed by Latino students (10.9 percent), Asian students (4.9 percent), Native American students (0.4 percent), Pacific Islander students (0.4 percent), and Nonresident Alien students (0.3 percent). Table 3 also shows that about three out of every ten students enrolled in career and technical programs were members of a Minority group (30.4 percent). African-American students had the highest representation among Minorities in Career/Technical programs and accounted for 15.3 percent of the population. Latino students had the second largest Career/Technical

program enrollment (10.3 percent), followed by Asian students (3.8 percent), Native American students (0.4 percent), Pacific Islander students (0.3 percent), and Nonresident Alien students (0.2 percent).

<b>Table 3</b>							
<b>Fiscal Year 2012 Minority Students Enrolled in Baccalaureate Transfer and Career and Technical Programs</b>							
<b>Program</b>	<b>African American</b>	<b>Latino</b>	<b>Asian</b>	<b>Nonresident Alien</b>	<b>Native American</b>	<b>Pacific Islander</b>	<b>Minority Subtotal</b>
<b>Bacc./Transfer %</b>	<b>14.0%</b>	<b>10.9%</b>	<b>4.9%</b>	<b>0.3%</b>	<b>0.4%</b>	<b>0.4%</b>	<b>30.9%</b>
Number	39,412	30,728	13,820	921	1,170	1,088	87,139
<b>Career/Tech. %</b>	<b>15.3%</b>	<b>10.3%</b>	<b>3.8%</b>	<b>0.2%</b>	<b>0.4%</b>	<b>0.3%</b>	<b>30.4%</b>
Number	30,158	20,292	7,383	313	857	669	59,672

**SOURCE OF DATA: Annual Enrollment and Completion (A1)**

The following section of the report supplies information about the racial/ethnic characteristics of students who graduated in fiscal year 2012. It provides a point in time or cross cutting count of the number of degrees and certificates awarded to Minority students within the Illinois Community College System during fiscal year 2012.

*During fiscal year 2012, almost three times as many Minorities completed Career/Technical programs as completed Baccalaureate/Transfer programs.*

Across all Minority groups in 2012, Career/Technical program graduates outnumbered Baccalaureate/Transfer program graduates. Table 4 shows that during fiscal year 2012, almost three times as many Minorities completed Career/Technical programs (N = 13,721) as completed Baccalaureate/Transfer programs (N = 4,724). Minority students accounted for 31.2 percent of all Career/Technical graduates, compared to 26.2 percent of Baccalaureate/Transfer graduates. Fewer than 15 percent of Career/Technical program completers were

African-American (13.9 percent), followed by Latino (11.2 percent), Asian (5.3 percent), Native American (0.4 percent), Pacific Islander (0.3 percent), and Nonresident Alien (0.2 percent). African-American students represented a smaller proportion of the Baccalaureate/Transfer graduates (9.5 percent) in comparison to the proportion of the African-American Career/Technical graduates (13.9 percent). Latino students accounted for the largest group of Baccalaureate/Transfer Minority graduates (11.7 percent), followed by African-American students (9.5 percent), Asian students (3.9 percent), Nonresident Alien students (0.5 percent), Native American students (0.4 percent), and Pacific Islander students (0.3 percent).

<b>Table 4</b>							
<b>Fiscal Year 2012 Minority Student Completers in Baccalaureate Transfer and Career and Technical Programs</b>							
<b>Program</b>	<b>African American</b>	<b>Latino</b>	<b>Asian</b>	<b>Nonresident Alien</b>	<b>Native American</b>	<b>Pacific Islander</b>	<b>Minority Subtotal</b>
<b>Bacc./Transfer %</b>	<b>9.5%</b>	<b>11.7%</b>	<b>3.9%</b>	<b>0.5%</b>	<b>0.4%</b>	<b>0.3%</b>	<b>26.2%</b>
Number	1,716	2,109	702	82	68	47	4,724
<b>Career/Tech. %</b>	<b>13.9%</b>	<b>11.2%</b>	<b>5.3%</b>	<b>0.2%</b>	<b>0.4%</b>	<b>0.3%</b>	<b>31.2%</b>
Number	6,113	4,908	2,335	77	177	111	13,721

**SOURCE OF DATA: Annual Enrollment and Completion (A1)**

Table 5 shows that in fiscal year 2012, Minority faculty and staff accounted for 17.1 percent of tenured faculty/officials and managers, 14.9 percent of non-tenured faculty, 23.7 percent of professional staff/protective service workers, 27.3 percent of office and clerical/para-professionals, and 39.6 percent of service maintenance employees.

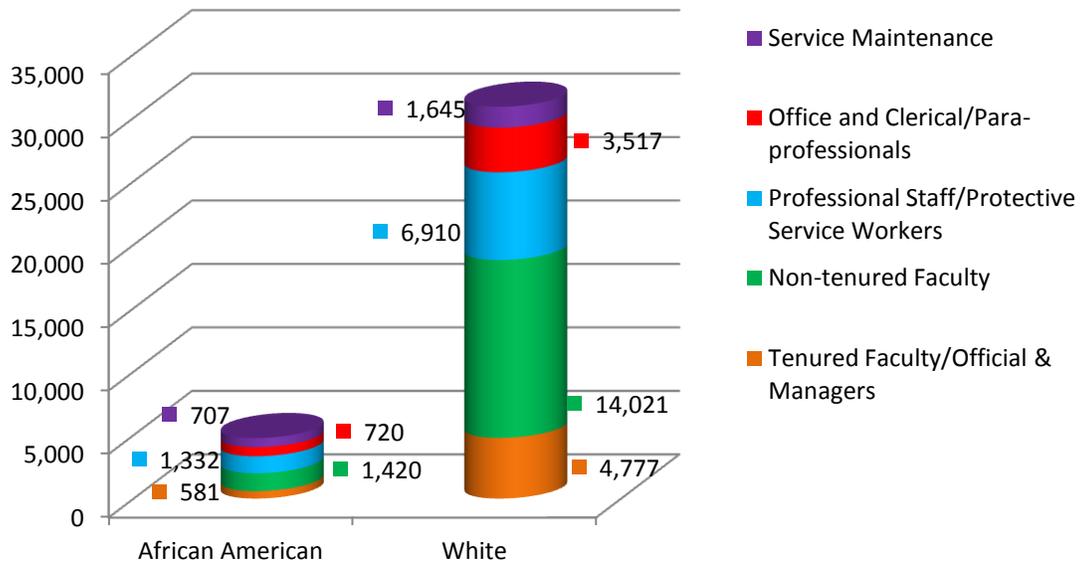
*In fiscal year 2012, Minority faculty and staff accounted for 17.1 percent of tenured faculty/officials and managers, 14.9 percent of non-tenured faculty, 23.7 percent of professional staff/protective service workers, 27.3 percent of office and clerical/para-professionals, and 39.6 percent of service maintenance employees.*

<b>Table 5</b>						
<b>Fiscal Year 2012 Minority Faculty and Staff in Illinois Community Colleges</b>						
	Tenured Faculty/ Officials & Managers	Non- tenured Faculty	Professional Staff/ Protective Service Workers	Office and Clerical/ Para-professionals	Service Maintenance	Other
African American % Number	9.8% 581*	7.8% 1,420*	13.7% 1,332	14.4% 720	23.4% 707	4.2% 1
Latino % Number	3.5% 206	3.3% 597*	6.4% 619	9.8% 490	14.6% 441	0.0% 0
Asian % Number	3.4% 205*	3.4% 614*	3.1% 297	2.6% 129	1.0% 29	4.2% 1
Native American % Number	0.3% 15	0.3% 56	0.3% 34	0.4% 19	0.5% 14	0.0% 0
Non-Resident Alien % Number	0.1% 4	0.1% 18	0.0% 2	0.0% 0	0.0% 1	0.0% 0
Pacific Islander % Number	0.1% 3	0.1% 16	0.2% 16	0.1% 6	0.1% 3	0.0% 0
Minority Subtotal % Number	17.1% 1,014*	14.9% 2,721*	23.7% 2,300	27.3% 1,364	39.6% 1,195	8.3% 2

\*includes revised college figures

**SOURCE OF DATA: Annual Faculty, Staff, and Salary (C3) Submissions**

**Figure 1**  
**Comparison of African American Employees to White Employees at Illinois Community Colleges**  
**Fiscal Year 2012**



\*includes revised college figures

**SOURCE OF DATA: Annual Faculty, Staff, and Salary (C3) Submissions**

The following pages contain the responses from Illinois' public Community College System to the African American Employment Plan Survey (SB 3531/P.A. 96-1341). College responses appear in alphabetical order by college name. Information was collected on African American employees, funded positions, and African American employment initiatives at Illinois community colleges. Please note: a negative percent for question four represents an underutilization for that employment category.

**AFRICAN AMERICAN EMPLOYMENT PLAN SURVEY RESULTS**

**African American Employment Plan Survey (SB 3531/P.A. 96-1341)  
Fiscal Year 2012**

**Black Hawk**

**Public Act 96-1341** requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty, administrative staff, at State Colleges and Universities. This report is required as part of the larger State African American Employment Plan and the Bilingual Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American State employees and the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

1. As of June 30, 2012, provide the number of **African Americans employed** within each of the following EEOC categories:

10	Tenured Faculty/Executive/Administrative
10	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
4	Professional Staff/Protective Service Workers
8	Office & Clerical/Para-professionals
0	Skilled Craft Workers
7	Service Maintenance
39	Total

2. As of June 30, 2012, provide the number of **funded positions** within each of the following EEOC categories:

164	Tenured Faculty/Executive/Administrative
342	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
143	Professional Staff/Protective Service Workers
102	Office & Clerical/Para-professionals
0	Skilled Craft Workers
45	Service Maintenance
796	Total

3. As of June 30, 2012, provide total number of **Institution employees** that are not African American, include all full-time, part-time and LOA's: 757

4. As of June 30, 2012, provide the **utilization** for African Americans by category (numbers below represent a percent):

0	Tenured Faculty/Executive/Administrative
3	Non-Tenured Faculty/Adjunct Faculty
3	Administrative Staff/Technicians
9	Professional Staff/Protective Service Workers
19	Office & Clerical/Para-professionals
0	Skilled Craft Workers
24	Service Maintenance
58	Total

5. As of June 30, 2012, provide the number of faculty up for tenure at your institution:

5	Total that received tenure
1	Total that did not receive tenure
1	Total African American faculty that received tenure
0	Total African American that did not receive tenure

6. As of June 30, 2012, provide the number of faculty that separated or left the university (retired or resigned):

21	Total faculty that experienced separation from the university
4	Total African American faculty that experienced separation from the

7. What percentage of your community college employees are union?

More than 50 percent

8. Does your Institution provide budget allocations specifically for recruitment of African American faculty, administrators, or any level job category? If yes, provide FY 12 budget allocation for each of these Initiatives:

No

9. What steps has your Institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and EEO are complying with legislative mandates for the African American Employment Plan for Higher Education?

Black Hawk College has an Affirmative Action Plan that is updated annually. Utilization analyses for women and minorities by job group are performed. The College advertises its employment website in the local publications. The College trains individuals who serve on hiring committees about conducting a fair and legal hiring process.

10. Please provide recommendations for increasing the number of African American teaching/administrative staff.  
The College will continue to assure that employees who serve on hiring committees receive training regarding EEO considerations in the hiring process.

**List all activities your institution has undertaken that would help in the implementation of the State African American Employment Plan for Higher Education:**

11. Does your institution implement employment incentives to attract African American employees such as:

Internships: N

Community Linkages: Y

Mentorship of a new African American Faculty: N

Staff Employment Recruitment Plan: N

Other: N

N/A

12. Is your institution developing strategies that would help meet the increasing numbers and need of African students and public that may want access to your institution; if so, how is it being planned?

N/A

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the Statue of *State of Illinois African American Employment Plan*:**

13. Does your institution currently have an African American Resource Center (AARC)? N

14. If your institution has an African American Resource Center (AARC), does the center have a Director or Coordinator that can help address the needs of African American students? N

15. Is the center Director/Coordinator African American? N

16. Does the center Director/Coordinator assist in the recruitment of African American students? N

17. Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students? N

18. For African American employees not part of the tenure system at your institution, are the following initiatives in place to help provide for promotion? If yes, please provide a dot point description of the initiative(s).

Employees with career ladder enhancement: N

N/A

Self-development training: N

N/A

Other: N

N/A

Other: N

N/A

19. How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements?

Employees involved in hiring receive Hiring Committee Training. Promotions occur through posting of a vacant position and are conducted in accordance with appropriate collective bargaining agreements.

20. Please provide dot points of the results or plans of any studies or surveys your institution may have undertaken of monitoring success concerning the number of African American staff employed by your institution in the EEOC categories: Include a link to any longer documents.

N/A

N/A

**African American Employment Plan Survey (SB 3531/P.A. 96-1341)  
Fiscal Year 2012**

**City Colleges of Chicago  
Richard J. Daley College**

**Public Act 96-1341** requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty, administrative staff, at State Colleges and Universities. This report is required as part of the larger State African American Employment Plan and the Bilingual Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American State employees and the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

1. As of June 30, 2012, provide the number of **African Americans employed** within each of the following EEOC categories:

26	Tenured Faculty/Executive/Administrative
54	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
56	Professional Staff/Protective Service Workers
19	Office & Clerical/Para-professionals
0	Skilled Craft Workers
50	Service Maintenance
205	Total

2. As of June 30, 2012, provide the number of **funded positions** within each of the following EEOC categories:

78	Tenured Faculty/Executive/Administrative
246	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
165	Professional Staff/Protective Service Workers
86	Office & Clerical/Para-professionals
0	Skilled Craft Workers
145	Service Maintenance
720	Total

3. As of June 30, 2012, provide total number of **Institution employees** that are not African American, include all full-time, part-time and LOA's: 515

4. As of June 30, 2012, provide the **utilization** for African Americans by category (numbers below represent a percent):

0	Tenured Faculty/Executive/Administrative
0	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
0	Professional Staff/Protective Service Workers
0	Office & Clerical/Para-professionals
0	Skilled Craft Workers
0	Service Maintenance
0	Total

5. As of June 30, 2012, provide the number of faculty up for tenure at your institution:

11	Total that received tenure
0	Total that did not receive tenure
3	Total African American faculty that received tenure
0	Total African American that did not receive tenure

6. As of June 30, 2012, provide the number of faculty that separated or left the university (retired or resigned):

5	Total faculty that experienced separation from the university
3	Total African American faculty that experienced separation from the

7. What percentage of your community college employees are union?

More than 50 percent

8. Does your Institution provide budget allocations specifically for recruitment of African American faculty, administrators, or any level job category? If yes, provide FY 12 budget allocation for each of these Initiatives:

No. CCC has a total annual budget for all employees.

9. What steps has your Institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and EEO are complying with legislative mandates for the African American Employment Plan for Higher Education?

The City Colleges of Chicago is an equal opportunity employer with a diverse workforce. Our hiring, interviewing and recruitment efforts are broad to ensure a wide range of applicants, including advertising vacancies in publications geared to the African American population. The City Colleges of Chicago strictly enforces its EEO Policy, prohibits unlawful discrimination on the basis of race, national origin and all other legally protected categories.

10. Please provide recommendations for increasing the number of African American teaching/administrative staff.

No recommendations

**List all activities your institution has undertaken that would help in the implementation of the State African American Employment Plan for Higher Education:**

11. Does your institution implement employment incentives to attract African American employees such as:

Internships: N

Community Linkages: N

Mentorship of a new African American Faculty: N

Staff Employment Recruitment Plan: N

Other: N

12. Is your institution developing strategies that would help meet the increasing numbers and need of African students and public that may want access to your institution; if so, how is it being planned?

None

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the Statue of *State of Illinois African American Employment Plan*:**

13. Does your institution currently have an African American Resource Center (AARC)? N

14. If your institution has an African American Resource Center (AARC), does the center have a Director or Coordinator that can help address the needs of African American students? N

15. Is the center Director/Coordinator African American? N

16. Does the center Director/Coordinator assist in the recruitment of African American students? N

17. Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students? N

18. For African American employees not part of the tenure system at your institution, are the following initiatives in place to help provide for promotion? If yes, please provide a dot point description of the initiative(s).

Employees with career ladder enhancement: N

Self-development training: N

Other: N

Other: N

19. How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements?

The City Colleges of Chicago is an equal opportunity employer with a diverse workforce. Our hiring, interviewing and recruitment efforts are broad to ensure a wide range of applicants, including advertising vacancies in publications geared to the African American population. The City Colleges of Chicago strictly enforces its EEO Policy, prohibits unlawful discrimination on the basis of race, national origin and all other legally protected categories.

20. Please provide dot points of the results or plans of any studies or surveys your institution may have undertaken of monitoring success concerning the number of African American staff employed by your institution in the EEOC categories: Include a link to any longer documents.

**CITY COLLEGES of CHICAGO UTILIZATION**

*Cook County Total	3,962,395	%
African Am	923,363	23.3%
Hispanic	822,242	20.8%
Asian	256,892	6.5%

**College Employee Population\*\* EOFY 2012**

<b>Daley</b>	<b>787</b>	<b>%</b>	<b>Disparity from Area</b>
African Am	249	31.6%	<b>8.3%</b>
Hispanic	216	27.4%	<b>6.7%</b>
Asian	33	4.2%	<b>-2.3%</b>
<b>Harold Washington</b>	<b>869</b>	<b>%</b>	
African Am	341	39.2%	<b>15.9%</b>
Hispanic	111	12.8%	<b>-8.0%</b>
Asian	91	10.5%	<b>4.0%</b>
<b>Kennedy-King</b>	<b>921</b>	<b>%</b>	
African Am	735	79.8%	<b>56.5%</b>
Hispanic	53	5.8%	<b>-15.0%</b>
Asian	16	1.7%	<b>-4.7%</b>
<b>Malcolm X</b>	<b>794</b>	<b>%</b>	
African Am	525	66.1%	<b>42.8%</b>
Hispanic	109	13.7%	<b>-7.0%</b>
Asian	35	4.4%	<b>-2.1%</b>
<b>Olive-Harvey</b>	<b>558</b>	<b>%</b>	
African Am	440	78.9%	<b>55.5%</b>
Hispanic	57	10.2%	<b>-10.5%</b>
Asian	18	3.2%	<b>-3.3%</b>
<b>Truman</b>	<b>1017</b>	<b>%</b>	
African Am	286	28.1%	<b>4.8%</b>
Hispanic	169	16.6%	<b>-4.1%</b>
Asian	124	12.2%	<b>5.7%</b>
<b>Wright</b>	<b>994</b>	<b>%</b>	
African Am	160	16.1%	<b>-7.2%</b>
Hispanic	198	19.9%	<b>-0.8%</b>
Asian	59	5.9%	<b>-0.5%</b>

\*US Census Bureau 2010 (18y/o and over) used for relative % numbers

\*\*District-Wide Demographic Query June 30, 2012

Note: The ICCB allowed CCC to report disparity calculations that are used internally for CCC's Diversity reports for this answer. CCC has been reporting this way for 3 years.

**African American Employment Plan Survey (SB 3531/P.A. 96-1341)  
Fiscal Year 2012**

**City Colleges of Chicago  
Kennedy-King College**

**Public Act 96-1341** requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty, administrative staff, at State Colleges and Universities. This report is required as part of the larger State African American Employment Plan and the Bilingual Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American State employees and the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

1. As of June 30, 2012, provide the number of **African Americans employed** within each of the following EEOC categories:

50	Tenured Faculty/Executive/Administrative
114	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
134	Professional Staff/Protective Service Workers
82	Office & Clerical/Para-professionals
0	Skilled Craft Workers
154	Service Maintenance
534	Total

2. As of June 30, 2012, provide the number of **funded positions** within each of the following EEOC categories:

68	Tenured Faculty/Executive/Administrative
216	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
214	Professional Staff/Protective Service Workers
97	Office & Clerical/Para-professionals
0	Skilled Craft Workers
194	Service Maintenance
789	Total

3. As of June 30, 2012, provide total number of **Institution employees** that are not African American, include all full-time, part-time and LOA's: 255

4. As of June 30, 2012, provide the **utilization** for African Americans by category (numbers below represent a percent):

0	Tenured Faculty/Executive/Administrative
0	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
0	Professional Staff/Protective Service Workers
0	Office & Clerical/Para-professionals
0	Skilled Craft Workers
0	Service Maintenance
0	Total

5. As of June 30, 2012, provide the number of faculty up for tenure at your institution:

5	Total that received tenure
3	Total that did not receive tenure
5	Total African American faculty that received tenure
0	Total African American that did not receive tenure

6. As of June 30, 2012, provide the number of faculty that separated or left the university (retired or resigned):

2	Total faculty that experienced separation from the university
2	Total African American faculty that experienced separation from the

7. What percentage of your community college employees are union?

More than 50 percent

8. Does your Institution provide budget allocations specifically for recruitment of African American faculty, administrators, or any level job category? If yes, provide FY 12 budget allocation for each of these Initiatives:

No

9. What steps has your Institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and EEO are complying with legislative mandates for the African American Employment Plan for Higher Education?

The City Colleges of Chicago is an equal opportunity employer with a diverse workforce. Our hiring, interviewing and recruitment efforts are broad to ensure a wide range of applicants, including advertising vacancies in publications geared to the African American population. The City Colleges of Chicago strictly enforces its EEO Policy, prohibits unlawful discrimination on the basis of race, national origin and all other legally protected categories.

10. Please provide recommendations for increasing the number of African American teaching/administrative staff.

No recommendations

**List all activities your institution has undertaken that would help in the implementation of the State African American Employment Plan for Higher Education:**

11. Does your institution implement employment incentives to attract African American employees such as:

Internships: N

Community Linkages: N

Mentorship of a new African American Faculty: N

Staff Employment Recruitment Plan: N

Other: N

12. Is your institution developing strategies that would help meet the increasing numbers and need of African students and public that may want access to your institution; if so, how is it being planned?

No

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the Statue of *State of Illinois African American Employment Plan*:**

13. Does your institution currently have an African American Resource Center (AARC)? N

14. If your institution has an African American Resource Center (AARC), does the center have a Director or Coordinator that can help address the needs of African American students? N

15. Is the center Director/Coordinator African American? N

16. Does the center Director/Coordinator assist in the recruitment of African American students? N

17. Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students? N

18. For African American employees not part of the tenure system at your institution, are the following initiatives in place to help provide for promotion? If yes, please provide a dot point description of the initiative(s).

Employees with career ladder enhancement: N

Self-development training: N

Other: N

Other: N

19. How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements?

The City Colleges of Chicago is an equal opportunity employer with a diverse workforce. Our hiring, interviewing and recruitment efforts are broad to ensure a wide range of applicants, including advertising vacancies in publications geared to the African American population. The City Colleges of Chicago strictly enforces its EEO Policy, prohibits unlawful discrimination on the basis of race, national origin and all other legally protected categories.

20. Please provide dot points of the results or plans of any studies or surveys your institution may have undertaken of monitoring success concerning the number of African American staff employed by your institution in the EEOC categories: Include a link to any longer documents.

### ***CITY COLLEGES of CHICAGO UTILIZATION***

*Cook County Total	3,962,395	%
African Am	923,363	23.3%
Hispanic	822,242	20.8%
Asian	256,892	6.5%

#### ***College Employee Population\*\* EOFY 2012***

<b>Daley</b>	<b>787</b>	<b>%</b>	<b>Disparity from Area</b>
African Am	249	31.6%	<b>8.3%</b>
Hispanic	216	27.4%	<b>6.7%</b>
Asian	33	4.2%	<b>-2.3%</b>
<b>Harold Washington</b>	<b>869</b>	<b>%</b>	
African Am	341	39.2%	<b>15.9%</b>
Hispanic	111	12.8%	<b>-8.0%</b>
Asian	91	10.5%	<b>4.0%</b>
<b>Kennedy-King</b>	<b>921</b>	<b>%</b>	
African Am	735	79.8%	<b>56.5%</b>
Hispanic	53	5.8%	<b>-15.0%</b>
Asian	16	1.7%	<b>-4.7%</b>
<b>Malcolm X</b>	<b>794</b>	<b>%</b>	
African Am	525	66.1%	<b>42.8%</b>
Hispanic	109	13.7%	<b>-7.0%</b>
Asian	35	4.4%	<b>-2.1%</b>
<b>Olive-Harvey</b>	<b>558</b>	<b>%</b>	
African Am	440	78.9%	<b>55.5%</b>
Hispanic	57	10.2%	<b>-10.5%</b>
Asian	18	3.2%	<b>-3.3%</b>
<b>Truman</b>	<b>1017</b>	<b>%</b>	
African Am	286	28.1%	<b>4.8%</b>
Hispanic	169	16.6%	<b>-4.1%</b>
Asian	124	12.2%	<b>5.7%</b>
<b>Wright</b>	<b>994</b>	<b>%</b>	
African Am	160	16.1%	<b>-7.2%</b>
Hispanic	198	19.9%	<b>-0.8%</b>
Asian	59	5.9%	<b>-0.5%</b>

\*US Census Bureau 2010 (18y/o and over) used for relative % numbers

\*\*District-Wide Demographic Query June 30, 2012

Note: The ICCB allowed CCC to report disparity calculations that are used internally for CCC's Diversity reports for this answer. CCC has been reporting this way for 3 years.

**African American Employment Plan Survey (SB 3531/P.A. 96-1341)  
Fiscal Year 2012**

**City Colleges of Chicago  
Malcolm X College**

**Public Act 96-1341** requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty, administrative staff, at State Colleges and Universities. This report is required as part of the larger State African American Employment Plan and the Bilingual Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American State employees and the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

1. As of June 30, 2012, provide the number of **African Americans employed** within each of the following EEOC categories:

49	Tenured Faculty/Executive/Administrative
92	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
90	Professional Staff/Protective Service Workers
52	Office & Clerical/Para-professionals
0	Skilled Craft Workers
72	Service Maintenance
355	Total

2. As of June 30, 2012, provide the number of **funded positions** within each of the following EEOC categories:

80	Tenured Faculty/Executive/Administrative
250	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
173	Professional Staff/Protective Service Workers
76	Office & Clerical/Para-professionals
0	Skilled Craft Workers
98	Service Maintenance
677	Total

3. As of June 30, 2012, provide total number of **Institution employees** that are not African American, include all full-time, part-time and LOA's: 322

4. As of June 30, 2012, provide the **utilization** for African Americans by category (numbers below represent a percent):

0	Tenured Faculty/Executive/Administrative
0	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
0	Professional Staff/Protective Service Workers
0	Office & Clerical/Para-professionals
0	Skilled Craft Workers
0	Service Maintenance
0	Total

5. As of June 30, 2012, provide the number of faculty up for tenure at your institution:

10	Total that received tenure
0	Total that did not receive tenure
4	Total African American faculty that received tenure
0	Total African American that did not receive tenure

6. As of June 30, 2012, provide the number of faculty that separated or left the university (retired or resigned):

4	Total faculty that experienced separation from the university
3	Total African American faculty that experienced separation from the

7. What percentage of your community college employees are union?

More than 50 percent

8. Does your Institution provide budget allocations specifically for recruitment of African American faculty, administrators, or any level job category? If yes, provide FY 12 budget allocation for each of these Initiatives:

No

9. What steps has your Institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and EEO are complying with legislative mandates for the African American Employment Plan for Higher Education?

The City Colleges of Chicago is an equal opportunity employer with a diverse workforce. Our hiring, interviewing and recruitment efforts are broad to ensure a wide range of applicants, including advertising vacancies in publications geared to the African American population. The City Colleges of Chicago strictly enforces its EEO Policy, prohibits unlawful discrimination on the basis of race, national origin and all other legally protected categories.

10. Please provide recommendations for increasing the number of African American teaching/administrative staff.

No recommendations

**List all activities your institution has undertaken that would help in the implementation of the State African American Employment Plan for Higher Education:**

11. Does your institution implement employment incentives to attract African American employees such as:

Internships: N

Community Linkages: N

Mentorship of a new African American Faculty: N

Staff Employment Recruitment Plan: N

Other: N

12. Is your institution developing strategies that would help meet the increasing numbers and need of African students and public that may want access to your institution; if so, how is it being planned?

No

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the Statue of *State of Illinois African American Employment Plan*:**

13. Does your institution currently have an African American Resource Center (AARC)? N

14. If your institution has an African American Resource Center (AARC), does the center have a Director or Coordinator that can help address the needs of African American students? N

15. Is the center Director/Coordinator African American? N

16. Does the center Director/Coordinator assist in the recruitment of African American students? N

17. Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students? N

18. For African American employees not part of the tenure system at your institution, are the following initiatives in place to help provide for promotion? If yes, please provide a dot point description of the initiative(s).

Employees with career ladder enhancement: N

Self-development training: N

Other: N

Other: N

19. How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements?

The City Colleges of Chicago is an equal opportunity employer with a diverse workforce. Our hiring, interviewing and recruitment efforts are broad to ensure a wide range of applicants, including advertising vacancies in publications geared to the African American population. The City Colleges of Chicago strictly enforces its EEO Policy, prohibits unlawful discrimination on the basis of race, national origin and all other legally protected categories.

20. Please provide dot points of the results or plans of any studies or surveys your institution may have undertaken of monitoring success concerning the number of African American staff employed by your institution in the EEOC categories: Include a link to any longer documents.

**CITY COLLEGES of CHICAGO UTILIZATION**

*Cook County Total	3,962,395	%
African Am	923,363	23.3%
Hispanic	822,242	20.8%
Asian	256,892	6.5%

**College Employee Population\*\* EOFY 2012**

<b>Daley</b>	<b>787</b>	<b>%</b>	<b>Disparity from Area</b>
African Am	249	31.6%	<b>8.3%</b>
Hispanic	216	27.4%	<b>6.7%</b>
Asian	33	4.2%	<b>-2.3%</b>
<b>Harold Washington</b>	<b>869</b>	<b>%</b>	
African Am	341	39.2%	<b>15.9%</b>
Hispanic	111	12.8%	<b>-8.0%</b>
Asian	91	10.5%	<b>4.0%</b>
<b>Kennedy-King</b>	<b>921</b>	<b>%</b>	
African Am	735	79.8%	<b>56.5%</b>
Hispanic	53	5.8%	<b>-15.0%</b>
Asian	16	1.7%	<b>-4.7%</b>
<b>Malcolm X</b>	<b>794</b>	<b>%</b>	
African Am	525	66.1%	<b>42.8%</b>
Hispanic	109	13.7%	<b>-7.0%</b>
Asian	35	4.4%	<b>-2.1%</b>
<b>Olive-Harvey</b>	<b>558</b>	<b>%</b>	
African Am	440	78.9%	<b>55.5%</b>
Hispanic	57	10.2%	<b>-10.5%</b>
Asian	18	3.2%	<b>-3.3%</b>
<b>Truman</b>	<b>1017</b>	<b>%</b>	
African Am	286	28.1%	<b>4.8%</b>
Hispanic	169	16.6%	<b>-4.1%</b>
Asian	124	12.2%	<b>5.7%</b>
<b>Wright</b>	<b>994</b>	<b>%</b>	
African Am	160	16.1%	<b>-7.2%</b>
Hispanic	198	19.9%	<b>-0.8%</b>
Asian	59	5.9%	<b>-0.5%</b>

\*US Census Bureau 2010 (18y/o and over) used for relative % numbers

\*\*District-Wide Demographic Query June 30, 2012

Note: The ICCB allowed CCC to report disparity calculations that are used internally for CCC's Diversity reports for this answer. CCC has been reporting this way for 3 years.

**African American Employment Plan Survey (SB 3531/P.A. 96-1341)  
Fiscal Year 2012**

**City Colleges of Chicago  
Olive-Harvey College**

**Public Act 96-1341** requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty, administrative staff, at State Colleges and Universities. This report is required as part of the larger State African American Employment Plan and the Bilingual Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American State employees and the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

1. As of June 30, 2012, provide the number of **African Americans employed** within each of the following EEOC categories:

43	Tenured Faculty/Executive/Administrative
67	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
80	Professional Staff/Protective Service Workers
52	Office & Clerical/Para-professionals
0	Skilled Craft Workers
87	Service Maintenance
329	Total

2. As of June 30, 2012, provide the number of **funded positions** within each of the following EEOC categories:

66	Tenured Faculty/Executive/Administrative
131	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
108	Professional Staff/Protective Service Workers
72	Office & Clerical/Para-professionals
0	Skilled Craft Workers
100-4	Service Maintenance
481	Total

3. As of June 30, 2012, provide total number of **Institution employees** that are not African American, include all full-time, part-time and LOA's: 152

4. As of June 30, 2012, provide the **utilization** for African Americans by category (numbers below represent a percent):

0	Tenured Faculty/Executive/Administrative
0	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
0	Professional Staff/Protective Service Workers
0	Office & Clerical/Para-professionals
0	Skilled Craft Workers
0	Service Maintenance
0	Total

5. As of June 30, 2012, provide the number of faculty up for tenure at your institution:

6	Total that received tenure
0	Total that did not receive tenure
5	Total African American faculty that received tenure
0	Total African American that did not receive tenure

6. As of June 30, 2012, provide the number of faculty that separated or left the university (retired or resigned):

3	Total faculty that experienced separation from the university
3	Total African American faculty that experienced separation from the

7. What percentage of your community college employees are union?

More than 50 percent

8. Does your Institution provide budget allocations specifically for recruitment of African American faculty, administrators, or any level job category? If yes, provide FY 12 budget allocation for each of these Initiatives:

No

9. What steps has your Institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and EEO are complying with legislative mandates for the African American Employment Plan for Higher Education?

The City Colleges of Chicago is an equal opportunity employer with a diverse workforce. Our hiring, interviewing and recruitment efforts are broad to ensure a wide range of applicants, including advertising vacancies in publications geared to the African American population. The City Colleges of Chicago strictly enforces its EEO Policy, prohibits unlawful discrimination on the basis of race, national origin and all other legally protected categories.

10. Please provide recommendations for increasing the number of African American teaching/administrative staff.

No recommendations

**List all activities your institution has undertaken that would help in the implementation of the State African American Employment Plan for Higher Education:**

11. Does your institution implement employment incentives to attract African American employees such as:

Internships: N

Community Linkages: N

Mentorship of a new African American Faculty: N

Staff Employment Recruitment Plan: N

Other: N

12. Is your institution developing strategies that would help meet the increasing numbers and need of African students and public that may want access to your institution; if so, how is it being planned?

No

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the Statue of *State of Illinois African American Employment Plan*:**

13. Does your institution currently have an African American Resource Center (AARC)? N

14. If your institution has an African American Resource Center (AARC), does the center have a Director or Coordinator that can help address the needs of African American students? N

15. Is the center Director/Coordinator African American? N

16. Does the center Director/Coordinator assist in the recruitment of African American students? N

17. Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students? N

18. For African American employees not part of the tenure system at your institution, are the following initiatives in place to help provide for promotion? If yes, please provide a dot point description of the initiative(s).

Employees with career ladder enhancement: N

Self-development training: N

Other: N

Other: N

19. How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements?

The City Colleges of Chicago is an equal opportunity employer with a diverse workforce. Our hiring, interviewing and recruitment efforts are broad to ensure a wide range of applicants, including advertising vacancies in publications geared to the African American population. The City Colleges of Chicago strictly enforces its EEO Policy, prohibits unlawful discrimination on the basis of race, national origin and all other legally protected categories.

20. Please provide dot points of the results or plans of any studies or surveys your institution may have undertaken of monitoring success concerning the number of African American staff employed by your institution in the EEOC categories: Include a link to any longer documents.

**CITY COLLEGES of CHICAGO UTILIZATION**

*Cook County Total	3,962,395	%
African Am	923,363	23.3%
Hispanic	822,242	20.8%
Asian	256,892	6.5%

**College Employee Population\*\* EOFY 2012**

Daley	787	%	Disparity from Area
African Am	249	31.6%	8.3%
Hispanic	216	27.4%	6.7%
Asian	33	4.2%	-2.3%
<b>Harold Washington</b>	<b>869</b>	<b>%</b>	
African Am	341	39.2%	15.9%
Hispanic	111	12.8%	-8.0%
Asian	91	10.5%	4.0%
<b>Kennedy-King</b>	<b>921</b>	<b>%</b>	
African Am	735	79.8%	56.5%
Hispanic	53	5.8%	-15.0%
Asian	16	1.7%	-4.7%
<b>Malcolm X</b>	<b>794</b>	<b>%</b>	
African Am	525	66.1%	42.8%
Hispanic	109	13.7%	-7.0%
Asian	35	4.4%	-2.1%
<b>Olive-Harvey</b>	<b>558</b>	<b>%</b>	
African Am	440	78.9%	55.5%
Hispanic	57	10.2%	-10.5%
Asian	18	3.2%	-3.3%
<b>Truman</b>	<b>1017</b>	<b>%</b>	
African Am	286	28.1%	4.8%
Hispanic	169	16.6%	-4.1%
Asian	124	12.2%	5.7%
<b>Wright</b>	<b>994</b>	<b>%</b>	
African Am	160	16.1%	-7.2%
Hispanic	198	19.9%	-0.8%
Asian	59	5.9%	-0.5%

\*US Census Bureau 2010 (18y/o and over) used for relative % numbers

\*\*District-Wide Demographic Query June 30, 2012

Note: The ICCB allowed CCC to report disparity calculations that are used internally for CCC's Diversity reports for this answer. CCC has been reporting this way for 3 years.

**African American Employment Plan Survey (SB 3531/P.A. 96-1341)  
Fiscal Year 2012**

**City Colleges of Chicago  
Harry S Truman College**

**Public Act 96-1341** requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty, administrative staff, at State Colleges and Universities. This report is required as part of the larger State African American Employment Plan and the Bilingual Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American State employees and the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

1. As of June 30, 2012, provide the number of **African Americans employed** within each of the following EEOC categories:

19	Tenured Faculty/Executive/Administrative
41	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
53	Professional Staff/Protective Service Workers
41	Office & Clerical/Para-professionals
0	Skilled Craft Workers
30	Service Maintenance
184	Total

2. As of June 30, 2012, provide the number of **funded positions** within each of the following EEOC categories:

136	Tenured Faculty/Executive/Administrative
340	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
208	Professional Staff/Protective Service Workers
120	Office & Clerical/Para-professionals
0	Skilled Craft Workers
103	Service Maintenance
907	Total

3. As of June 30, 2012, provide total number of **Institution employees** that are not African American, include all full-time, part-time and LOA's: 723

4. As of June 30, 2012, provide the **utilization** for African Americans by category (numbers below represent a percent):

0	Tenured Faculty/Executive/Administrative
0	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
0	Professional Staff/Protective Service Workers
0	Office & Clerical/Para-professionals
0	Skilled Craft Workers
0	Service Maintenance
0	Total

5. As of June 30, 2012, provide the number of faculty up for tenure at your institution:

5	Total that received tenure
0	Total that did not receive tenure
2	Total African American faculty that received tenure
0	Total African American that did not receive tenure

6. As of June 30, 2012, provide the number of faculty that separated or left the university (retired or resigned):

10	Total faculty that experienced separation from the university
3	Total African American faculty that experienced separation from the

7. What percentage of your community college employees are union?

More than 50 percent

8. Does your Institution provide budget allocations specifically for recruitment of African American faculty, administrators, or any level job category? If yes, provide FY 12 budget allocation for each of these Initiatives:

No.

9. What steps has your Institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and EEO are complying with legislative mandates for the African American Employment Plan for Higher Education?

The City Colleges of Chicago is an equal opportunity employer with a diverse workforce. Our hiring, interviewing and recruitment efforts are broad to ensure a wide range of applicants, including advertising vacancies in publications geared to the Hispanic/Latino population. The City Colleges of Chicago strictly enforces its EEO Policy, prohibits unlawful discrimination on the basis of race, national origin and all other legally protected categories.

10. Please provide recommendations for increasing the number of African American teaching/administrative staff.

No recommendations

**List all activities your institution has undertaken that would help in the implementation of the State African American Employment Plan for Higher Education:**

11. Does your institution implement employment incentives to attract African American employees such as:

Internships: N

Community Linkages: N

Mentorship of a new African American Faculty: N

Staff Employment Recruitment Plan: N

Other: N

12. Is your institution developing strategies that would help meet the increasing numbers and need of African students and public that may want access to your institution; if so, how is it being planned?

No

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the Statue of *State of Illinois African American Employment Plan*:**

13. Does your institution currently have an African American Resource Center (AARC)? N

14. If your institution has an African American Resource Center (AARC), does the center have a Director or Coordinator that can help address the needs of African American students? N

15. Is the center Director/Coordinator African American? N

16. Does the center Director/Coordinator assist in the recruitment of African American students? N

17. Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students? N

18. For African American employees not part of the tenure system at your institution, are the following initiatives in place to help provide for promotion? If yes, please provide a dot point description of the initiative(s).

Employees with career ladder enhancement: N

Self-development training: N

Other: N

Other: N

19. How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements?

The City Colleges of Chicago is an equal opportunity employer with a diverse workforce. Our hiring, interviewing and recruitment efforts are broad to ensure a wide range of applicants, including advertising vacancies in publications geared to the Hispanic/Latino population. The City Colleges of Chicago strictly enforces its EEO Policy, prohibits unlawful discrimination on the basis of race, national origin and all other legally protected categories.

20. Please provide dot points of the results or plans of any studies or surveys your institution may have undertaken of monitoring success concerning the number of African American staff employed by your institution in the EEOC categories: Include a link to any longer documents.

**CITY COLLEGES of CHICAGO UTILIZATION**

*Cook County Total	3,962,395	%
African Am	923,363	23.3%
Hispanic	822,242	20.8%
Asian	256,892	6.5%

**College Employee Population\*\* EOFY 2012**

Daley	787	%	Disparity from Area
African Am	249	31.6%	8.3%
Hispanic	216	27.4%	6.7%
Asian	33	4.2%	-2.3%
<b>Harold Washington</b>	<b>869</b>	<b>%</b>	
African Am	341	39.2%	15.9%
Hispanic	111	12.8%	-8.0%
Asian	91	10.5%	4.0%
<b>Kennedy-King</b>	<b>921</b>	<b>%</b>	
African Am	735	79.8%	56.5%
Hispanic	53	5.8%	-15.0%
Asian	16	1.7%	-4.7%
<b>Malcolm X</b>	<b>794</b>	<b>%</b>	
African Am	525	66.1%	42.8%
Hispanic	109	13.7%	-7.0%
Asian	35	4.4%	-2.1%
<b>Olive-Harvey</b>	<b>558</b>	<b>%</b>	
African Am	440	78.9%	55.5%
Hispanic	57	10.2%	-10.5%
Asian	18	3.2%	-3.3%
<b>Truman</b>	<b>1017</b>	<b>%</b>	
African Am	286	28.1%	4.8%
Hispanic	169	16.6%	-4.1%
Asian	124	12.2%	5.7%
<b>Wright</b>	<b>994</b>	<b>%</b>	
African Am	160	16.1%	-7.2%
Hispanic	198	19.9%	-0.8%
Asian	59	5.9%	-0.5%

\*US Census Bureau 2010 (18y/o and over) used for relative % numbers

\*\*District-Wide Demographic Query June 30, 2012

Note: The ICCB allowed CCC to report disparity calculations that are used internally for CCC's Diversity reports for this answer. CCC has been reporting this way for 3 years.

**African American Employment Plan Survey (SB 3531/P.A. 96-1341)  
Fiscal Year 2012**

**City Colleges of Chicago  
Harold Washington College**

**Public Act 96-1341** requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty, administrative staff, at State Colleges and Universities. This report is required as part of the larger State African American Employment Plan and the Bilingual Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American State employees and the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

1. As of June 30, 2012, provide the number of **African Americans employed** within each of the following EEOC categories:

43	Tenured Faculty/Executive/Administrative
57	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
56	Professional Staff/Protective Service Workers
66	Office & Clerical/Para-professionals
0	Skilled Craft Workers
57	Service Maintenance
279	Total

2. As of June 30, 2012, provide the number of **funded positions** within each of the following EEOC categories:

118	Tenured Faculty/Executive/Administrative
268	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
187	Professional Staff/Protective Service Workers
101	Office & Clerical/Para-professionals
0	Skilled Craft Workers
82	Service Maintenance
756	Total

3. As of June 30, 2012, provide total number of **Institution employees** that are not African American, include all full-time, part-time and LOA's: 477

4. As of June 30, 2012, provide the **utilization** for African Americans by category (numbers below represent a percent):

0	Tenured Faculty/Executive/Administrative
0	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
0	Professional Staff/Protective Service Workers
0	Office & Clerical/Para-professionals
0	Skilled Craft Workers
0	Service Maintenance
0	Total

5. As of June 30, 2012, provide the number of faculty up for tenure at your institution:

11	Total that received tenure
0	Total that did not receive tenure
3	Total African American faculty that received tenure
0	Total African American that did not receive tenure

6. As of June 30, 2012, provide the number of faculty that separated or left the university (retired or resigned):

5	Total faculty that experienced separation from the university
3	Total African American faculty that experienced separation from the

7. What percentage of your community college employees are union?

More than 50 percent

8. Does your Institution provide budget allocations specifically for recruitment of African American faculty, administrators, or any level job category? If yes, provide FY 12 budget allocation for each of these Initiatives:

No

9. What steps has your Institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and EEO are complying with legislative mandates for the African American Employment Plan for Higher Education?

The City Colleges of Chicago is an equal opportunity employer with a diverse workforce. Our hiring, interviewing and recruitment efforts are broad to ensure a wide range of applicants, including advertising vacancies in publications geared to the African American population. The City Colleges of Chicago strictly enforces its EEO Policy, prohibits unlawful discrimination on the basis of race, national origin and all other legally protected categories.

10. Please provide recommendations for increasing the number of African American teaching/administrative staff.

No recommendations.

**List all activities your institution has undertaken that would help in the implementation of the State African American Employment Plan for Higher Education:**

11. Does your institution implement employment incentives to attract African American employees such as:

Internships: N

Community Linkages: N

Mentorship of a new African American Faculty: N

Staff Employment Recruitment Plan: N

Other: N

12. Is your institution developing strategies that would help meet the increasing numbers and need of African students and public that may want access to your institution; if so, how is it being planned?

No

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the Statue of *State of Illinois African American Employment Plan*:**

13. Does your institution currently have an African American Resource Center (AARC)? N

14. If your institution has an African American Resource Center (AARC), does the center have a Director or Coordinator that can help address the needs of African American students? N

15. Is the center Director/Coordinator African American? N

16. Does the center Director/Coordinator assist in the recruitment of African American students? N

17. Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students? N

18. For African American employees not part of the tenure system at your institution, are the following initiatives in place to help provide for promotion? If yes, please provide a dot point description of the initiative(s).

Employees with career ladder enhancement: N

Self-development training: N

Other: N

Other: N

19. How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements?

The City Colleges of Chicago is an equal opportunity employer with a diverse workforce. Our hiring, interviewing and recruitment efforts are broad to ensure a wide range of applicants, including advertising vacancies in publications geared to the African American population. The City Colleges of Chicago strictly enforces its EEO Policy, prohibits unlawful discrimination on the basis of race, national origin and all other legally protected categories.

20. Please provide dot points of the results or plans of any studies or surveys your institution may have undertaken of monitoring success concerning the number of African American staff employed by your institution in the EEOC categories: Include a link to any longer documents.

**CITY COLLEGES of CHICAGO UTILIZATION**

*Cook County Total	3,962,395	%
African Am	923,363	23.3%
Hispanic	822,242	20.8%
Asian	256,892	6.5%

**College Employee Population\*\* EOFY 2012**

<b>Daley</b>	<b>787</b>	<b>%</b>	<b>Disparity from Area</b>
African Am	249	31.6%	<b>8.3%</b>
Hispanic	216	27.4%	<b>6.7%</b>
Asian	33	4.2%	<b>-2.3%</b>
<b>Harold Washington</b>	<b>869</b>	<b>%</b>	
African Am	341	39.2%	<b>15.9%</b>
Hispanic	111	12.8%	<b>-8.0%</b>
Asian	91	10.5%	<b>4.0%</b>
<b>Kennedy-King</b>	<b>921</b>	<b>%</b>	
African Am	735	79.8%	<b>56.5%</b>
Hispanic	53	5.8%	<b>-15.0%</b>
Asian	16	1.7%	<b>-4.7%</b>
<b>Malcolm X</b>	<b>794</b>	<b>%</b>	
African Am	525	66.1%	<b>42.8%</b>
Hispanic	109	13.7%	<b>-7.0%</b>
Asian	35	4.4%	<b>-2.1%</b>
<b>Olive-Harvey</b>	<b>558</b>	<b>%</b>	
African Am	440	78.9%	<b>55.5%</b>
Hispanic	57	10.2%	<b>-10.5%</b>
Asian	18	3.2%	<b>-3.3%</b>
<b>Truman</b>	<b>1017</b>	<b>%</b>	
African Am	286	28.1%	<b>4.8%</b>
Hispanic	169	16.6%	<b>-4.1%</b>
Asian	124	12.2%	<b>5.7%</b>
<b>Wright</b>	<b>994</b>	<b>%</b>	
African Am	160	16.1%	<b>-7.2%</b>
Hispanic	198	19.9%	<b>-0.8%</b>
Asian	59	5.9%	<b>-0.5%</b>

\*US Census Bureau 2010 (18y/o and over) used for relative % numbers

\*\*District-Wide Demographic Query June 30, 2012

Note: The ICCB allowed CCC to report disparity calculations that are used internally for CCC's Diversity reports for this answer. CCC has been reporting this way for 3 years.

**African American Employment Plan Survey (SB 3531/P.A. 96-1341)  
Fiscal Year 2012**

**City Colleges of Chicago  
Wilbur Wright College**

**Public Act 96-1341** requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty, administrative staff, at State Colleges and Universities. This report is required as part of the larger State African American Employment Plan and the Bilingual Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American State employees and the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

1. As of June 30, 2012, provide the number of **African Americans employed** within each of the following EEOC categories:

19	Tenured Faculty/Executive/Administrative
50	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
27	Professional Staff/Protective Service Workers
22	Office & Clerical/Para-professionals
0	Skilled Craft Workers
15	Service Maintenance
133	Total

2. As of June 30, 2012, provide the number of **funded positions** within each of the following EEOC categories:

125	Tenured Faculty/Executive/Administrative
379	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
153	Professional Staff/Protective Service Workers
113	Office & Clerical/Para-professionals
0	Skilled Craft Workers
101	Service Maintenance
871	Total

3. As of June 30, 2012, provide total number of **Institution employees** that are not African American, include all full-time, part-time and LOA's: 738

4. As of June 30, 2012, provide the **utilization** for African Americans by category (numbers below represent a percent):

0	Tenured Faculty/Executive/Administrative
0	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
0	Professional Staff/Protective Service Workers
0	Office & Clerical/Para-professionals
0	Skilled Craft Workers
0	Service Maintenance
0	Total

5. As of June 30, 2012, provide the number of faculty up for tenure at your institution:

14	Total that received tenure
0	Total that did not receive tenure
2	Total African American faculty that received tenure
0	Total African American that did not receive tenure

6. As of June 30, 2012, provide the number of faculty that separated or left the university (retired or resigned):

8	Total faculty that experienced separation from the university
2	Total African American faculty that experienced separation from the

7. What percentage of your community college employees are union?

More than 50 percent

8. Does your Institution provide budget allocations specifically for recruitment of African American faculty, administrators, or any level job category? If yes, provide FY 12 budget allocation for each of these Initiatives:

No

9. What steps has your Institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and EEO are complying with legislative mandates for the African American Employment Plan for Higher Education?

The City Colleges of Chicago is an equal opportunity employer with a diverse workforce. Our hiring, interviewing and recruitment efforts are broad to ensure a wide range of applicants, including advertising vacancies in publications geared to the African American population. The City Colleges of Chicago strictly enforces its EEO Policy, prohibits unlawful discrimination on the basis of race, national origin and all other legally protected categories.

10. Please provide recommendations for increasing the number of African American teaching/administrative staff.

No recommendations

**List all activities your institution has undertaken that would help in the implementation of the State African American Employment Plan for Higher Education:**

11. Does your institution implement employment incentives to attract African American employees such as:

Internships: N

Community Linkages: N

Mentorship of a new African American Faculty: N

Staff Employment Recruitment Plan: N

Other: N

12. Is your institution developing strategies that would help meet the increasing numbers and need of African students and public that may want access to your institution; if so, how is it being planned?

No

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the Statue of *State of Illinois African American Employment Plan*:**

13. Does your institution currently have an African American Resource Center (AARC)? N

14. If your institution has an African American Resource Center (AARC), does the center have a Director or Coordinator that can help address the needs of African American students? N

15. Is the center Director/Coordinator African American? N

16. Does the center Director/Coordinator assist in the recruitment of African American students? N

17. Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students? N

18. For African American employees not part of the tenure system at your institution, are the following initiatives in place to help provide for promotion? If yes, please provide a dot point description of the initiative(s).

Employees with career ladder enhancement: N

Self-development training: N

Other: N

Other: N

19. How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements?

The City Colleges of Chicago is an equal opportunity employer with a diverse workforce. Our hiring, interviewing and recruitment efforts are broad to ensure a wide range of applicants, including advertising vacancies in publications geared to the African American population. The City Colleges of Chicago strictly enforces its EEO Policy, prohibits unlawful discrimination on the basis of race, national origin and all other legally protected categories.

20. Please provide dot points of the results or plans of any studies or surveys your institution may have undertaken of monitoring success concerning the number of African American staff employed by your institution in the EEOC categories: Include a link to any longer documents.

**CITY COLLEGES of CHICAGO UTILIZATION**

*Cook County Total	3,962,395	%
African Am	923,363	23.3%
Hispanic	822,242	20.8%
Asian	256,892	6.5%

**College Employee Population\*\* EOFY 2012**

<b>Daley</b>	<b>787</b>	<b>%</b>	<b>Disparity from Area</b>
African Am	249	31.6%	<b>8.3%</b>
Hispanic	216	27.4%	<b>6.7%</b>
Asian	33	4.2%	<b>-2.3%</b>
<b>Harold Washington</b>	<b>869</b>	<b>%</b>	
African Am	341	39.2%	<b>15.9%</b>
Hispanic	111	12.8%	<b>-8.0%</b>
Asian	91	10.5%	<b>4.0%</b>
<b>Kennedy-King</b>	<b>921</b>	<b>%</b>	
African Am	735	79.8%	<b>56.5%</b>
Hispanic	53	5.8%	<b>-15.0%</b>
Asian	16	1.7%	<b>-4.7%</b>
<b>Malcolm X</b>	<b>794</b>	<b>%</b>	
African Am	525	66.1%	<b>42.8%</b>
Hispanic	109	13.7%	<b>-7.0%</b>
Asian	35	4.4%	<b>-2.1%</b>
<b>Olive-Harvey</b>	<b>558</b>	<b>%</b>	
African Am	440	78.9%	<b>55.5%</b>
Hispanic	57	10.2%	<b>-10.5%</b>
Asian	18	3.2%	<b>-3.3%</b>
<b>Truman</b>	<b>1017</b>	<b>%</b>	
African Am	286	28.1%	<b>4.8%</b>
Hispanic	169	16.6%	<b>-4.1%</b>
Asian	124	12.2%	<b>5.7%</b>
<b>Wright</b>	<b>994</b>	<b>%</b>	
African Am	160	16.1%	<b>-7.2%</b>
Hispanic	198	19.9%	<b>-0.8%</b>
Asian	59	5.9%	<b>-0.5%</b>

\*US Census Bureau 2010 (18y/o and over) used for relative % numbers

\*\*District-Wide Demographic Query June 30, 2012

Note: The ICCB allowed CCC to report disparity calculations that are used internally for CCC's Diversity reports for this answer. CCC has been reporting this way for 3 years.

**African American Employment Plan Survey (SB 3531/P.A. 96-1341)  
Fiscal Year 2012**

**Danville Area Community College**

**Public Act 96-1341** requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty, administrative staff, at State Colleges and Universities. This report is required as part of the larger State African American Employment Plan and the Bilingual Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American State employees and the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

1. As of June 30, 2012, provide the number of **African Americans employed** within each of the following EEOC categories:

2	Tenured Faculty/Executive/Administrative
11	Non-Tenured Faculty/Adjunct Faculty
9	Administrative Staff/Technicians
30	Professional Staff/Protective Service Workers
4	Office & Clerical/Para-professionals
0	Skilled Craft Workers
1	Service Maintenance
57	Total

2. As of June 30, 2012, provide the number of **funded positions** within each of the following EEOC categories:

76	Tenured Faculty/Executive/Administrative
129	Non-Tenured Faculty/Adjunct Faculty
49	Administrative Staff/Technicians
214	Professional Staff/Protective Service Workers
45	Office & Clerical/Para-professionals
4	Skilled Craft Workers
20	Service Maintenance
537	Total

3. As of June 30, 2012, provide total number of **Institution employees** that are not African American, include all full-time, part-time and LOA's: 480

4. As of June 30, 2012, provide the **utilization** for African Americans by category (numbers below represent a percent):

0	Tenured Faculty/Executive/Administrative
0	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
0	Professional Staff/Protective Service Workers
0	Office & Clerical/Para-professionals
1	Skilled Craft Workers
0	Service Maintenance
1	Total

5. As of June 30, 2012, provide the number of faculty up for tenure at your institution:

2	Total that received tenure
0	Total that did not receive tenure
0	Total African American faculty that received tenure
0	Total African American that did not receive tenure

6. As of June 30, 2012, provide the number of faculty that separated or left the university (retired or resigned):

2	Total faculty that experienced separation from the university
0	Total African American faculty that experienced separation from the

7. What percentage of your community college employees are union?

More than 50 percent

8. Does your Institution provide budget allocations specifically for recruitment of African American faculty, administrators, or any level job category? If yes, provide FY 12 budget allocation for each of these Initiatives:

9. What steps has your Institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and EEO are complying with legislative mandates for the African American Employment Plan for Higher Education?

10. Please provide recommendations for increasing the number of African American teaching/administrative staff.

**List all activities your institution has undertaken that would help in the implementation of the State African American Employment Plan for Higher Education:**

11. Does your institution implement employment incentives to attract African American employees such as:

Internships: N

Community Linkages: Y

Mentorship of a new African American Faculty: N

Staff Employment Recruitment Plan: Y

Other: N

12. Is your institution developing strategies that would help meet the increasing numbers and need of African students and public that may want access to your institution; if so, how is it being planned?

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the Statute of *State of Illinois African American Employment Plan*:**

13. Does your institution currently have an African American Resource Center (AARC)?  N

14. If your institution has an African American Resource Center (AARC), does the center have a Director or Coordinator that can help address the needs of African American students?  N

15. Is the center Director/Coordinator African American?  N

16. Does the center Director/Coordinator assist in the recruitment of African American students?  N

17. Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students?  N

18. For African American employees not part of the tenure system at your institution, are the following initiatives in place to help provide for promotion? If yes, please provide a dot point description of the initiative(s).

Employees with career ladder enhancement:  N

Self-development training:  N

Other:  N

Other:  N

19. How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements?

20. Please provide dot points of the results or plans of any studies or surveys your institution may have undertaken of monitoring success concerning the number of African American staff employed by your institution in the EEOC categories: Include a link to any longer documents.

**African American Employment Plan Survey (SB 3531/P.A. 96-1341)  
Fiscal Year 2012**

**College Of DuPage**

**Public Act 96-1341** requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty, administrative staff, at State Colleges and Universities. This report is required as part of the larger State African American Employment Plan and the Bilingual Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American State employees and the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

1. As of June 30, 2012, provide the number of **African Americans employed** within each of the following EEOC categories:

10	Tenured Faculty/Executive/Administrative
40	Non-Tenured Faculty/Adjunct Faculty
1	Administrative Staff/Technicians
17	Professional Staff/Protective Service Workers
13	Office & Clerical/Para-professionals
1	Skilled Craft Workers
7	Service Maintenance
89	Total

2. As of June 30, 2012, provide the number of **funded positions** within each of the following EEOC categories:

303	Tenured Faculty/Executive/Administrative
1464	Non-Tenured Faculty/Adjunct Faculty
48	Administrative Staff/Technicians
377	Professional Staff/Protective Service Workers
314	Office & Clerical/Para-professionals
88	Skilled Craft Workers
145	Service Maintenance
2739	Total

3. As of June 30, 2012, provide total number of **Institution employees** that are not African American, include all full-time, part-time and LOA's: 2650

4. As of June 30, 2012, provide the **utilization** for African Americans by category (numbers below represent a percent):

-2	Tenured Faculty/Executive/Administrative
-3	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
-1	Professional Staff/Protective Service Workers
-1	Office & Clerical/Para-professionals
0	Skilled Craft Workers
-1	Service Maintenance
-8	Total

5. As of June 30, 2012, provide the number of faculty up for tenure at your institution:

9	Total that received tenure
2	Total that did not receive tenure
1	Total African American faculty that received tenure
0	Total African American that did not receive tenure

6. As of June 30, 2012, provide the number of faculty that separated or left the university (retired or resigned):

14	Total faculty that experienced separation from the university
1	Total African American faculty that experienced separation from the

7. What percentage of your community college employees are union?

More than 50 percent

8. Does your Institution provide budget allocations specifically for recruitment of African American faculty, administrators, or any level job category? If yes, provide FY 12 budget allocation for each of these Initiatives:

Yes, our institution allocates \$100,000.00 for recruitment each year. As part of our recruitment efforts, we advertise Faculty and Administrator positions with diversity jobsites to target African American applicants.

9. What steps has your Institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and EEO are complying with legislative mandates for the African American Employment Plan for Higher Education?

Our institution requires all hiring managers and search committee members to complete on-line diversity training. Additionally, the College's Board of Directors requires the Human Resources department to monitor the diversity of candidate pools overall, and at the interviewing stage. Based on the results, we do additional advertising specifically focused on the minority communities.

10. Please provide recommendations for increasing the number of African American teaching/administrative staff.

Increased community involvement and strengthening of presence of the College in the African American community. Creating partnerships with Hispanic organizations to communicate openings and to offer mentorship programs to African American employees.

**List all activities your institution has undertaken that would help in the implementation of the State African American Employment Plan for Higher Education:**

11. Does your institution implement employment incentives to attract African American employees such as:

Internships: N

Community Linkages: Y

Mentorship of a new African American Faculty: N

Staff Employment Recruitment Plan: Y

Other: N

12. Is your institution developing strategies that would help meet the increasing numbers and need of African students and public that may want access to your institution; if so, how is it being planned?

Our institution is working with internal departments to identify areas where we could improve employment opportunities for students. Additionally, our Affirmative Action Plan outlines long and short term goals regarding the hiring of African Americans in employment categories where underutilization has been identified.

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the Statue of *State of Illinois African American Employment Plan*:**

13. Does your institution currently have an African American Resource Center (AARC)? N

14. If your institution has an African American Resource Center (AARC), does the center have a Director or Coordinator that can help address the needs of African American students? N

15. Is the center Director/Coordinator African American? N

16. Does the center Director/Coordinator assist in the recruitment of African American students? N

17. Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students? N

18. For African American employees not part of the tenure system at your institution, are the following initiatives in place to help provide for promotion? If yes, please provide a dot point description of the initiative(s).

Employees with career ladder enhancement: N

Self-development training: N

Employee Development Funds are made available for employees to develop skills. Community Outreach programs to build relationships with the Hispanic community. Partnerships with Local Schools with Hispanic representation to make students aware of the College's commitment to diversity.

Other: N

Other: N

19. How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements?

Our Affirmative Action Officer receives a detailed monthly report that outlines Hires and Promotions here at the College. This report also indicates the ethnicity of the individuals impacted by these changes.

20. Please provide dot points of the results or plans of any studies or surveys your institution may have undertaken of monitoring success concerning the number of African American staff employed by your institution in the EEOC categories: Include a link to any longer documents.

Our institution creates an annual Affirmative Action Plan that is used to highlight areas of focus in the Recruitment and hiring of minorities in various employee groups. We continue to monitor our candidate pools to ensure compliance with our Board's Diversity policy. During our discussions with the Hiring Managers and Search Committee members, we share demographic information on our student population in comparison to our Faculty. These figures are at best, eye opening, and increase awareness of the importance of providing equal opportunity to minority groups.

**African American Employment Plan Survey (SB 3531/P.A. 96-1341)  
Fiscal Year 2012**

**Elgin Community College**

**Public Act 96-1341** requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty, administrative staff, at State Colleges and Universities. This report is required as part of the larger State African American Employment Plan and the Bilingual Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American State employees and the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

1. As of June 30, 2012, provide the number of **African Americans employed** within each of the following EEOC categories:

17	Tenured Faculty/Executive/Administrative
17	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
31	Professional Staff/Protective Service Workers
15	Office & Clerical/Para-professionals
0	Skilled Craft Workers
1	Service Maintenance
81	Total

2. As of June 30, 2012, provide the number of **funded positions** within each of the following EEOC categories:

227	Tenured Faculty/Executive/Administrative
489	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
204	Professional Staff/Protective Service Workers
142	Office & Clerical/Para-professionals
0	Skilled Craft Workers
113	Service Maintenance
1175	Total

3. As of June 30, 2012, provide total number of **Institution employees** that are not African American, include all full-time, part-time and LOA's: 1094

4. As of June 30, 2012, provide the **utilization** for African Americans by category (numbers below represent a percent):

3	Tenured Faculty/Executive/Administrative
-1	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
11	Professional Staff/Protective Service Workers
7	Office & Clerical/Para-professionals
0	Skilled Craft Workers
-3	Service Maintenance
17	Total

5. As of June 30, 2012, provide the number of faculty up for tenure at your institution:

4	Total that received tenure
0	Total that did not receive tenure
0	Total African American faculty that received tenure
0	Total African American that did not receive tenure

6. As of June 30, 2012, provide the number of faculty that separated or left the university (retired or resigned):

3	Total faculty that experienced separation from the university
0	Total African American faculty that experienced separation from the

7. What percentage of your community college employees are union  
More than 50 percent

8. Does your Institution provide budget allocations specifically for recruitment of African American faculty, administrators, or any level job category? If yes, provide FY 12 budget allocation for each of these Initiatives:  
A significant portion of the college’s advertising budget is used to advertise with mediums that reach diverse populations.

9. What steps has your Institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and EEO are complying with legislative mandates for the African American Employment Plan for Higher Education?

ECC’s commitment to diversity, equity, and inclusion is ingrained in the college’s strategic plan as well as the college’s EEO/AA policies and procedures. ECC is also one of a few Illinois community colleges that participate in the national Achieving the Dream initiative. Achieving the Dream Community Colleges Count is a multi-year, national initiative to improve student success, particularly among students of color and low-income students. A cornerstone of the initiative is broad engagement of faculty, staff, students and the community. ECC has developed a college-wide Student Success Infrastructure model that connects all aspects of the college to student success. The committee/task force members assist the president in defining, planning for, and implementing infrastructures to build and sustain cultural competence in the areas of diversity, equity, and inclusion. The CMCO is responsible for developing and executing community relations strategies that effectively support and achieve the vision, mission, goals and objectives of the college. Members of the Alliance for College Readiness work in faculty and staff teams to establish a common understanding of college and career readiness, to better align curriculum and instruction and to

foster effective communication systems between students, educators, and parents. The Multicultural and Global Initiatives Committee (MAGIC) was established to prepare individuals to succeed in a diverse society by providing and supporting multicultural learning experiences in an inclusive environment. ECCs commitment to international education is evident in the accomplishments of our cross-functional team, Global/International Studies Taskforce (GIST), which was charged with expansion of international programs. Position vacancies are posted for a minimum of 5 business days to give all employees an equal opportunity to apply for open positions within the institution. The Human Resources Department is responsible for the integration of a systematic approach to identifying external recruitment sources and referring internal and external candidates to open vacancies. ECC participates in district wide employment/career fairs sponsored by colleges, and community and civic activities. Additionally ECC hosts two annual job fairs (diversity recruitment and career). ECC employees maintain memberships to minority professional associations and societies. The ECC Human Resources Department tracks demographic information of applicants who submit an ECC application for employment. The Human Resources Department assists applicants by mail, email, telephone, in person, and Internet with completing and submitting an online application and general information regarding the hiring process. The Human Resources Department provides hard copy and electronic documents related to the hiring process in both English and Spanish. Additionally, Spanish-speaking employees are available to assist internal and external customers. Applicants respond to questions related to multiculturalism during the application and interview process. Anyone participating in the hiring process is required to complete cultural competency training. The college also offers a series of in-service professional development opportunities related to diversity, inclusion, and equity.

10. Please provide recommendations for increasing the number of African American teaching/administrative staff. Enhance recruitment activities utilized to refer candidates to open vacancies. Increase ECC participation in employment/career fairs and networking events. Continue to maintain and develop external relationships with the community in an effort to foster our community outreach efforts.

**List all activities your institution has undertaken that would help in the implementation of the State African American Employment Plan for Higher Education:**

11. Does your institution implement employment incentives to attract African American employees such as:  
 Internships: N  
 Community Linkages: Y  
 Mentorship of a new African American Faculty: N  
 Staff Employment Recruitment Plan: Y  
 Other: N

12. Is your institution developing strategies that would help meet the increasing numbers and need of African students and public that may want access to your institution; if so, how is it being planned?

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the Statue of *State of Illinois African American Employment Plan*:**

13. Does your institution currently have an African American Resource Center (AARC)? N
14. If your institution has an African American Resource Center (AARC), does the center have a Director or Coordinator that can help address the needs of African American students? N

15. Is the center Director/Coordinator African American? N
16. Does the center Director/Coordinator assist in the recruitment of African American students? N
17. Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students? Y
18. For African American employees not part of the tenure system at your institution, are the following initiatives in place to help provide for promotion? If yes, please provide a dot point description of the initiative(s).  
Employees with career ladder enhancement: N  
Self-development training: Y  
The college also offers a series of in-house professional development opportunities, tuition reimbursement, and professional development funds.  
Other: N  
Other: N
19. How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements?  
We are able to ensure compliance through HR and leadership oversight, training and awareness, various administrative procedures, practices, and policies as well as governing documents.
20. Please provide dot points of the results or plans of any studies or surveys your institution may have undertaken of monitoring success concerning the number of African American staff employed by your institution in the EEOC categories: Include a link to any longer documents.  
Strategic Plan, ICCB Reports Overview, Performance Report, Underrepresented Report, Data and Characteristics Reports, Program Review & Accountability Reports

**African American Employment Plan Survey (SB 3531/P.A. 96-1341)  
Fiscal Year 2012**

**William Rainey Harper College**

**Public Act 96-1341** requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty, administrative staff, at State Colleges and Universities. This report is required as part of the larger State African American Employment Plan and the Bilingual Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American State employees and the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

1. As of June 30, 2012, provide the number of **African Americans employed** within each of the following EEOC categories:

8	Tenured Faculty/Executive/Administrative
12	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
10	Professional Staff/Protective Service Workers
5	Office & Clerical/Para-professionals
0	Skilled Craft Workers
10	Service Maintenance
45	Total

2. As of June 30, 2012, provide the number of **funded positions** within each of the following EEOC categories:

278	Tenured Faculty/Executive/Administrative
716	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
327	Professional Staff/Protective Service Workers
246	Office & Clerical/Para-professionals
0	Skilled Craft Workers
119	Service Maintenance
1686	Total

3. As of June 30, 2012, provide total number of **Institution employees** that are not African American, include all full-time, part-time and LOA's: 1641

4. As of June 30, 2012, provide the **utilization** for African Americans by category (numbers below represent a percent):

0	Tenured Faculty/Executive/Administrative
-1	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
1	Professional Staff/Protective Service Workers
-1	Office & Clerical/Para-professionals
0	Skilled Craft Workers
6	Service Maintenance
5	Total

5. As of June 30, 2012, provide the number of faculty up for tenure at your institution:

9	Total that received tenure
1	Total that did not receive tenure
2	Total African American faculty that received tenure
0	Total African American that did not receive tenure

6. As of June 30, 2012, provide the number of faculty that separated or left the university (retired or resigned):

15	Total faculty that experienced separation from the university
0	Total African American faculty that experienced separation from the

7. What percentage of your community college employees are union?

More than 50 percent

8. Does your Institution provide budget allocations specifically for recruitment of African American faculty, administrators, or any level job category? If yes, provide FY 12 budget allocation for each of these Initiatives:

Harper College allocated \$4,103 or 3.7% of its FY12 budget specifically for recruiting African American faculty, managers, and administrators. These funds were used to target publications, associations and advertising venues such as Journal of Blacks in Higher Education, National Society for Black Engineers, and the National Conference on Race and Ethnicity. In addition, \$3,640 or 3.3% of its FY12 budget was targeted for recruiting multiple diverse populations, including African-American, that are considered underrepresented in the academic workforce.

9. What steps has your Institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and EEO are complying with legislative mandates for the African American Employment Plan for Higher Education?

Harper College has long established policies and procedures for ensuring that the institution is an equal opportunity employer. These include but are not limited to: an institutional wide-strategic goal in place to attract and retain underrepresented employees in higher level faculty and administrator roles. Regular reviews of all recruiting practices to ensure that there are adequate pipelines for attracting well-qualified African American candidates. Annual completion and analysis of workforce and utilization data by EEOC category. Collection and analysis of candidate diversity statistics for each search. These statistics are reviewed by the Search Chair and Chief Human Resources Officer. Regular reviews of all hiring practices to ensure compliance with Federal and State laws.

Required training for all faculty search committees to educate interviewers on diversity issues and legal compliance in the hiring process.

10. Please provide recommendations for increasing the number of African American teaching/administrative staff. Develop a multi-year plan targeting the recruitment and hiring of African-American Faculty and Staff. Identify African-American specific advertising venues such as Journal of Blacks in Higher Education as well as networking with Historic Black Colleges. Participate in diversity specific conferences such as NCORE (National Conference on Race and Ethnicity), SHRM Diversity and Inclusion Conference, and the IMDiversity.com conference. Develop and mandate training classes for all faculty search committee members to educate interviewers on diversity issues and legal compliance in the hiring process. Develop or up-date institutional Diversity Plan. Re-design Web-site to create a more welcoming environment and to encourage individuals from under-represented groups to apply.

**List all activities your institution has undertaken that would help in the implementation of the State African American Employment Plan for Higher Education:**

11. Does your institution implement employment incentives to attract African American employees such as:

Internships: N

Community Linkages: Y

Mentorship of a new African American Faculty: Y

Staff Employment Recruitment Plan: Y

Other: N

12. Is your institution developing strategies that would help meet the increasing numbers and need of African students and public that may want access to your institution; if so, how is it being planned?

The Diversity Committee is part of the College's Corporate Governance structure. The College has an Associate Dean of Multicultural Learning responsible for staff development activities regarding multicultural issues. A mentoring program called the Diverse Relationships Engaged in Affirming Multiculturalism: (DREAM) Affinity Group has been established to mentor diverse second year faculty. The Group's goals are to facilitate the recruitment, professional development, and retention of a diverse workforce through programs that support workforce, diversity, and the college's core values. This year there were several mentees and several active faculty/deans mentors. African-American faculty and staff employees are provided with professional development dollars of up to \$1,150 to enhance their skill sets and eligibility for promotion. On-line courses and workshops are available for faculty to develop skills for supporting African-American. The Center for Multiculturalism has established a Multicultural Faculty Fellows Program which provides Faculty training incorporating diversity modules and approaches into their curricula. All graduate courses purchased or acquired for faculty professional development that are provided by Harper College have a multiculturalism dimension. The REACH Summer Bridge Program targets underrepresented students for college preparation.

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the Statue of *State of Illinois African American Employment Plan*:**

13. Does your institution currently have an African American Resource Center (AARC)? Y

14. If your institution has an African American Resource Center (AARC), does the center have a Director or Coordinator that can help address the needs of African American students? Y

15. Is the center Director/Coordinator African American? Y

16. Does the center Director/Coordinator assist in the recruitment of African American students? Y
17. Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students? Y
18. For African American employees not part of the tenure system at your institution, are the following initiatives in place to help provide for promotion? If yes, please provide a dot point description of the initiative(s).  
Employees with career ladder enhancement: N  
Self-development training: Y  
The College financially supports an individual's professional development, including a tuition-waiver offset for undergraduate, post-undergraduate and post-graduate education courses.  
Other: N  
Other: N
19. How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements?  
Harper College has long established policies and procedures for ensuring that the institution is an equal opportunity employer. These include but are not limited to: an institutional wide-strategic goal in place to attract and retain underrepresented employees in higher level faculty and administrator roles. Regular reviews of all recruiting practices to ensure that there are adequate pipelines for attracting well-qualified African American candidates. Annual completion and analysis of workforce and utilization data by EEOC category. Collection and analysis of candidate diversity statistics for each search. These statistics are reviewed by the Search Chair and Chief Human Resources Officer. Regular reviews of all hiring practices to ensure compliance with Federal and State laws. Required training for all faculty search committees to educate interviewers on diversity issues and legal compliance in the hiring process.
20. Please provide dot points of the results or plans of any studies or surveys your institution may have undertaken of monitoring success concerning the number of African American staff employed by your institution in the EEOC categories: Include a link to any longer documents.  
The College has recently created a Presidential Task Force to examine and make recommendations regarding the College's diversity initiatives. Harper College faculty and staff have recently completed a Cultural Values Assessment and the College is currently awaiting data results that will help develop strategies that will assist the College in improving or enhancing its efforts and initiatives in areas of Diversity and Inclusion.

**African American Employment Plan Survey (SB 3531/P.A. 96-1341)  
Fiscal Year 2012**

**Heartland Community College**

**Public Act 96-1341** requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty, administrative staff, at State Colleges and Universities. This report is required as part of the larger State African American Employment Plan and the Bilingual Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American State employees and the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

1. As of June 30, 2012, provide the number of **African Americans employed** within each of the following EEOC categories:

4	Tenured Faculty/Executive/Administrative
14	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
25	Professional Staff/Protective Service Workers
6	Office & Clerical/Para-professionals
0	Skilled Craft Workers
1	Service Maintenance
50	Total

2. As of June 30, 2012, provide the number of **funded positions** within each of the following EEOC categories:

149	Tenured Faculty/Executive/Administrative
339	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
369	Professional Staff/Protective Service Workers
73	Office & Clerical/Para-professionals
0	Skilled Craft Workers
11	Service Maintenance
941	Total

3. As of June 30, 2012, provide total number of **Institution employees** that are not African American, include all full-time, part-time and LOA's: 891

4. As of June 30, 2012, provide the **utilization** for African Americans by category (numbers below represent a percent):

-5	Tenured Faculty/Executive/Administrative
-3	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
-1	Professional Staff/Protective Service Workers
1	Office & Clerical/Para-professionals
0	Skilled Craft Workers
2	Service Maintenance
-6	Total

5. As of June 30, 2012, provide the number of faculty up for tenure at your institution:

3	Total that received tenure
0	Total that did not receive tenure
0	Total African American faculty that received tenure
0	Total African American that did not receive tenure

6. As of June 30, 2012, provide the number of faculty that separated or left the university (retired or resigned):

3	Total faculty that experienced separation from the university
0	Total African American faculty that experienced separation from the

7. What percentage of your community college employees are union?

Less than 50 percent

8. Does your Institution provide budget allocations specifically for recruitment of African American faculty, administrators, or any level job category? If yes, provide FY 12 budget allocation for each of these Initiatives:

The College provides a budget allocation for employee recruitment advertising. The FY 12 budget for employee recruitment advertising was approximately \$95,000, of which 5.4% was spent on advertising in venues oriented to minorities, including those of African American background.

9. What steps has your Institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and EEO are complying with legislative mandates for the African American Employment Plan for Higher Education?

The College has comprehensive Hiring Guidelines and employees involved in hiring, interviewing, recruitment, and EEO receive training regarding the Hiring Guidelines.

10. Please provide recommendations for increasing the number of African American teaching/administrative staff.

Ensure that information regarding employment opportunities at the College is reaching qualified, African American populations and those with ties to these populations.

**List all activities your institution has undertaken that would help in the implementation of the State African American Employment Plan for Higher Education:**

11. Does your institution implement employment incentives to attract African American employees such as:

Internships: N

Community Linkages: Y

Mentorship of a new African American Faculty: N

Staff Employment Recruitment Plan: N

Other: Y

The College is working to develop relationships with affinity groups at local employers in addition to reaching out to community organizations with ties to African American populations.

12. Is your institution developing strategies that would help meet the increasing numbers and need of African students and public that may want access to your institution; if so, how is it being planned?

The College has developed a comprehensive Guided Path to Success initiative that assists all students, including African American students, in meeting their educational goals. The College partners with local K-12 school districts to ensure that students receive the preparation and support necessary to be successful at the College level. Additionally, the College plans to conduct research on retention strategies for minority students and male African-American students in particular.

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the Statue of *State of Illinois African American Employment Plan*:**

13. Does your institution currently have an African American Resource Center (AARC)? N

14. If your institution has an African American Resource Center (AARC), does the center have a Director or Coordinator that can help address the needs of African American students? N

15. Is the center Director/Coordinator African American? N

16. Does the center Director/Coordinator assist in the recruitment of African American students? N

17. Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students? Y

18. For African American employees not part of the tenure system at your institution, are the following initiatives in place to help provide for promotion? If yes, please provide a dot point description of the initiative(s).

Employees with career ladder enhancement: N

Self-development training: Y

Employees have access to a wide variety of professional development opportunities, including: seminars; workshops; training; webinars/conferences; professional journals and books; association/professional memberships; sabbaticals; tuition support.

Other: Y

The College provides a comprehensive Leadership Institute, for which employees, including African American employees, are eligible for selection.

Other: N

19. How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements?

20. Please provide dot points of the results or plans of any studies or surveys your institution may have undertaken of monitoring success concerning the number of African American staff employed by your institution in the EEOC categories: Include a link to any longer documents.

**African American Employment Plan Survey (SB 3531/P.A. 96-1341)  
Fiscal Year 2012**

**Highland Community College**

**Public Act 96-1341** requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty, administrative staff, at State Colleges and Universities. This report is required as part of the larger State African American Employment Plan and the Bilingual Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American State employees and the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

1. As of June 30, 2012, provide the number of **African Americans employed** within each of the following EEOC categories:

2	Tenured Faculty/Executive/Administrative
3	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
9	Professional Staff/Protective Service Workers
1	Office & Clerical/Para-professionals
0	Skilled Craft Workers
1	Service Maintenance
16	Total

2. As of June 30, 2012, provide the number of **funded positions** within each of the following EEOC categories:

69	Tenured Faculty/Executive/Administrative
169	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
96	Professional Staff/Protective Service Workers
28	Office & Clerical/Para-professionals
0	Skilled Craft Workers
39	Service Maintenance
401	Total

3. As of June 30, 2012, provide total number of **Institution employees** that are not African American, include all full-time, part-time and LOA's: 385

4. As of June 30, 2012, provide the **utilization** for African Americans by category (numbers below represent a percent):

-2	Tenured Faculty/Executive/Administrative
-3	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
0	Professional Staff/Protective Service Workers
-1	Office & Clerical/Para-professionals
0	Skilled Craft Workers
-2	Service Maintenance
-8	Total

5. As of June 30, 2012, provide the number of faculty up for tenure at your institution:

4	Total that received tenure
0	Total that did not receive tenure
0	Total African American faculty that received tenure
0	Total African American that did not receive tenure

6. As of June 30, 2012, provide the number of faculty that separated or left the university (retired or resigned):

3	Total faculty that experienced separation from the university
0	Total African American faculty that experienced separation from the

7. What percentage of your community college employees are unio  
Less than 50 percent

8. Does your Institution provide budget allocations specifically for recruitment of African American faculty, administrators, or any level job category? If yes, provide FY 12 budget allocation for each of these Initiatives:  
Highland allocates money for the specific recruitment of minorities for our faculty and administrative positions. In FY12 we had a \$16,000 advertising budget for seven faculty/administrative/professional position openings. Of that 16% was used toward specific recruitment of minority applicants.

9. What steps has your Institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and EEO are complying with legislative mandates for the African American Employment Plan for Higher Education?

HR staff is directed to review Highland's Affirmative Action Plan to include information specific to the African American Employment Plan.

10. Please provide recommendations for increasing the number of African American teaching/administrative staff.  
We continue to use Diversejobs.com - associated with Diverse magazine and have added the Affirmative Action email blast add on to our regular Higherjobs.com postings. The email is sent to 206,794 job seekers who have asked to receive job listings from employers actively recruiting candidates in accordance with affirmative action or diversity plans. Highland persists as an active participant in the Diverse Recruiters group which gives community colleges in Northern Illinois the opportunity to get together and discuss/plan diverse initiatives and learn best practices at other colleges. One advantage to this relationship allows Highland to share resources with larger

community colleges. Highland has made a commitment to participate in diversity job fairs as a way to increase the number of African American job applicants for Highland positions, as budget allows.

**List all activities your institution has undertaken that would help in the implementation of the State African American Employment Plan for Higher Education:**

11. Does your institution implement employment incentives to attract African American employees such as:

Internships: N

Community Linkages: N

Mentorship of a new African American Faculty: N

Staff Employment Recruitment Plan: N

Other: N

12. Is your institution developing strategies that would help meet the increasing numbers and need of African students and public that may want access to your institution; if so, how is it being planned?

As reported last year, through Highland's five-year Strategic Plan, Highland has been focusing on developing vigorous transitional student retention programs to aid student success. Highland continues to offer Bridge programs for math, reading and English (with the goal to upgrade students' comprehension in math, reading and English composition so they can retake placement tests and test out of developmental courses). In FY12 Highland started a modularized transitional math pilot program, which is tailored to individual needs with the goals of increasing student semester-to-semester persistence, increasing student involvement in supportive services, increasing rates of success in transitional math courses, and increasing the number of students taking college level courses. The program is overseen by our Success Center which gives students coordinated access to various support programs such as FYES courses, tutors, early intervention, study coaches, and computer assistive technology. Highland's Upward Bound program is a federally-funded program aimed at assisting first-generation and low-income high school students to enroll in post-secondary education. Upward Bound offers a Last Lap class which focuses on such topics as career and college exploration, college application, including essay writing, financial aid, scholarship searching and writing, and campus life. By addressing college expectations and demands, challenges, and the various resources at colleges, including Highland, the students feel better prepared for college life. While the transitional retention programs and Last Lap classes are not targeted specifically for African American students, they address a need for African American students, who have significant representation in both programs. As mentioned in last year's report, Highland continues to offer a faculty and staff driven mentoring program aimed at improving the retention and completion of Highland's African-American male students and a Peer Mentoring Program to aid in the adjustment and retention of male African American student athletes.

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the Statue of *State of Illinois African American Employment Plan*:**

13. Does your institution currently have an African American Resource Center (AARC)? N

14. If your institution has an African American Resource Center (AARC), does the center have a Director or Coordinator that can help address the needs of African American students? N

15. Is the center Director/Coordinator African American? N

16. Does the center Director/Coordinator assist in the recruitment of African American students? N

17. Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students? Y

18. For African American employees not part of the tenure system at your institution, are the following initiatives in place to help provide for promotion? If yes, please provide a dot point description of the initiative(s).

Employees with career ladder enhancement: N

Self-development training: Y

Highland has tuition waivers available for part-time and full-time staff and faculty taking courses at Highland. We also have educational assistance available for full-time employees wishing to take credit courses outside of Highland. In addition, we have professional development opportunities available internally as well as funds set aside for outside opportunities.

Other: N

Other: N

19. How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements?

The College's Human Resources Department, Affirmative Action Officer and the College's Equal Opportunity/Affirmative Action Committee are dedicated to a recruitment and selection process that ensures nondiscrimination, provides equal access and opportunity for all, and complies with all State and Federal regulations. A representative of the EE/AA Committee is assigned to each search committee to participate in the review, interview and selection of position candidates. The EE/AA Committee members have received training on College policies and State and Federal regulations in relation to the hiring process. The EE/AA Committee members purpose on search committees is to: \* assure no illegal inquiries are made of the candidate; \* ensure that policies and procedures are followed; \* that candidates are not subject to inappropriate treatment, questions, etc.; and \* ensure that no one is eliminated from the search for reasons other than not meeting the selection criteria (minimum requirements), not meeting the application deadlines, or not following the guidelines for applying. The AA rep is also to ensure that selection criteria does not create artificial barriers to employment for under-represented groups and to ensure each step of the process that candidates from under-represented groups are not excluded from consideration for inappropriate reasons. The HR staff member that oversees the hiring process reviews applicant pools for minority composition and reviews applications selected for interview to consider whether qualified minority applicants are being left out. Prior to scheduling interviews and again before an offer of employment is made, the HR staff member will talk with the Search Committee Chair to discuss the qualifications for those selected to ensure that the best qualified are selected. Search committee members are required to keep documentation which explains how each applicant matched up to the qualifications that are needed to be successful in the position.

20. Please provide dot points of the results or plans of any studies or surveys your institution may have undertaken of monitoring success concerning the number of African American staff employed by your institution in the EEOC categories: Include a link to any longer documents.

N/A

**African American Employment Plan Survey (SB 3531/P.A. 96-1341)  
Fiscal Year 2012**

**Illinois Central College**

**Public Act 96-1341** requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty, administrative staff, at State Colleges and Universities. This report is required as part of the larger State African American Employment Plan and the Bilingual Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American State employees and the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

1. As of June 30, 2012, provide the number of **African Americans employed** within each of the following EEOC categories:

15	Tenured Faculty/Executive/Administrative
33	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
63	Professional Staff/Protective Service Workers
19	Office & Clerical/Para-professionals
0	Skilled Craft Workers
22	Service Maintenance
152	Total

2. As of June 30, 2012, provide the number of **funded positions** within each of the following EEOC categories:

214	Tenured Faculty/Executive/Administrative
611	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
659	Professional Staff/Protective Service Workers
186	Office & Clerical/Para-professionals
0	Skilled Craft Workers
181	Service Maintenance
1851	Total

3. As of June 30, 2012, provide total number of **Institution employees** that are not African American, include all full-time, part-time and LOA's: 1699

4. As of June 30, 2012, provide the **utilization** for African Americans by category (numbers below represent a percent):

4	Tenured Faculty/Executive/Administrative
5	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
0	Professional Staff/Protective Service Workers
1	Office & Clerical/Para-professionals
0	Skilled Craft Workers
0	Service Maintenance
10	Total

5. As of June 30, 2012, provide the number of faculty up for tenure at your institution:

12	Total that received tenure
3	Total that did not receive tenure
0	Total African American faculty that received tenure
1	Total African American that did not receive tenure

6. As of June 30, 2012, provide the number of faculty that separated or left the university (retired or resigned):

19	Total faculty that experienced separation from the university
2	Total African American faculty that experienced separation from the

7. What percentage of your community college employees are union?

Less than 50 percent

8. Does your Institution provide budget allocations specifically for recruitment of African American faculty, administrators, or any level job category? If yes, provide FY 12 budget allocation for each of these Initiatives:

\$5,500 was budgeted for minority faculty/staff recruitment in FY 2012.

9. What steps has your Institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and EEO are complying with legislative mandates for the African American Employment Plan for Higher Education?

The plans are being provided to and reviewed with HR professionals and hiring managers.

10. Please provide recommendations for increasing the number of African American teaching/administrative staff.

We will hire a Minority Faculty Recruiter in FY 2013.

**List all activities your institution has undertaken that would help in the implementation of the State African American Employment Plan for Higher Education:**

11. Does your institution implement employment incentives to attract African American employees such as:

Internships: N

Community Linkages: Y

Mentorship of a new African American Faculty: Y

Staff Employment Recruitment Plan: N

Other: N

12. Is your institution developing strategies that would help meet the increasing numbers and need of African students and public that may want access to your institution; if so, how is it being planned?

Yes, we have a comprehensive plan and strategy for increasing and retaining African American students. Our strategy involves key stakeholders at the college and in the community. It is also in partnership with the local public school district.

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the Statue of *State of Illinois African American Employment Plan*:**

13. Does your institution currently have an African American Resource Center (AARC)? N

14. If your institution has an African American Resource Center (AARC), does the center have a Director or Coordinator that can help address the needs of African American students? N

15. Is the center Director/Coordinator African American? N

16. Does the center Director/Coordinator assist in the recruitment of African American students? N

17. Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students? Y

18. For African American employees not part of the tenure system at your institution, are the following initiatives in place to help provide for promotion? If yes, please provide a dot point description of the initiative(s).

Employees with career ladder enhancement: N

Self-development training: Y

Other: Y

Diversity Office / Vice-President

Other: N

19. How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements?

Coordinated through Human Resources

20. Please provide dot points of the results or plans of any studies or surveys your institution may have undertaken of monitoring success concerning the number of African American staff employed by your institution in the EEOC categories: Include a link to any longer documents.

**African American Employment Plan Survey (SB 3531/P.A. 96-1341)  
Fiscal Year 2012**

**Illinois Eastern Community Colleges  
Frontier Community College**

**Public Act 96-1341** requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty, administrative staff, at State Colleges and Universities. This report is required as part of the larger State African American Employment Plan and the Bilingual Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American State employees and the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

1. As of June 30, 2012, provide the number of **African Americans employed** within each of the following EEOC categories:

0	Tenured Faculty/Executive/Administrative
0	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
0	Professional Staff/Protective Service Workers
0	Office & Clerical/Para-professionals
0	Skilled Craft Workers
0	Service Maintenance
0	Total

2. As of June 30, 2012, provide the number of **funded positions** within each of the following EEOC categories:

21	Tenured Faculty/Executive/Administrative
205	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
27	Professional Staff/Protective Service Workers
15	Office & Clerical/Para-professionals
0	Skilled Craft Workers
5	Service Maintenance
273	Total

3. As of June 30, 2012, provide total number of **Institution employees** that are not African American, include all full-time, part-time and LOA's: 273

4. As of June 30, 2012, provide the **utilization** for African Americans by category (numbers below represent a percent):

0	Tenured Faculty/Executive/Administrative
0	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
0	Professional Staff/Protective Service Workers
0	Office & Clerical/Para-professionals
0	Skilled Craft Workers
0	Service Maintenance
0	Total

5. As of June 30, 2012, provide the number of faculty up for tenure at your institution:

2	Total that received tenure
0	Total that did not receive tenure
0	Total African American faculty that received tenure
0	Total African American that did not receive tenure

6. As of June 30, 2012, provide the number of faculty that separated or left the university (retired or resigned):

0	Total faculty that experienced separation from the university
0	Total African American faculty that experienced separation from the

7. What percentage of your community college employees are union?

Less than 50 percent

8. Does your Institution provide budget allocations specifically for recruitment of African American faculty, administrators, or any level job category? If yes, provide FY 12 budget allocation for each of these Initiatives:

No

9. What steps has your Institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and EEO are complying with legislative mandates for the African American Employment Plan for Higher Education?

All staff responsible for recommending applicants for hire are trained on legal rules for employment and interview and recommend for employment the best candidate from the pool in which they have to choose from.

10. Please provide recommendations for increasing the number of African American teaching/administrative staff.

Continue to look for African American applicants and advertise vacant positions outside of our District.

**List all activities your institution has undertaken that would help in the implementation of the State African American Employment Plan for Higher Education:**

11. Does your institution implement employment incentives to attract African American employees such as:

Internships: N

Community Linkages: N

Mentorship of a new African American Faculty: N

Staff Employment Recruitment Plan: N

Other: N

12. Is your institution developing strategies that would help meet the increasing numbers and need of African students and public that may want access to your institution; if so, how is it being planned?

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the Statue of *State of Illinois African American Employment Plan*:**

13. Does your institution currently have an African American Resource Center (AARC)? N

14. If your institution has an African American Resource Center (AARC), does the center have a Director or Coordinator that can help address the needs of African American students? N

15. Is the center Director/Coordinator African American? N

16. Does the center Director/Coordinator assist in the recruitment of African American students? N

17. Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students? N

18. For African American employees not part of the tenure system at your institution, are the following initiatives in place to help provide for promotion? If yes, please provide a dot point description of the initiative(s).

Employees with career ladder enhancement: N

Self-development training: N

Other: N

Other: N

19. How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements?

Hiring committees are given a packet to review prior to reviewing applicants' files.

20. Please provide dot points of the results or plans of any studies or surveys your institution may have undertaken of monitoring success concerning the number of African American staff employed by your institution in the EEOC categories: Include a link to any longer documents.

**African American Employment Plan Survey (SB 3531/P.A. 96-1341)  
Fiscal Year 2012**

**Illinois Eastern Community Colleges  
Lincoln Trail College**

**Public Act 96-1341** requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty, administrative staff, at State Colleges and Universities. This report is required as part of the larger State African American Employment Plan and the Bilingual Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American State employees and the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

1. As of June 30, 2012, provide the number of **African Americans employed** within each of the following EEOC categories:

0	Tenured Faculty/Executive/Administrative
0	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
1	Professional Staff/Protective Service Workers
0	Office & Clerical/Para-professionals
0	Skilled Craft Workers
0	Service Maintenance
1	Total

2. As of June 30, 2012, provide the number of **funded positions** within each of the following EEOC categories:

28	Tenured Faculty/Executive/Administrative
72	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
49	Professional Staff/Protective Service Workers
17	Office & Clerical/Para-professionals
0	Skilled Craft Workers
14	Service Maintenance
180	Total

3. As of June 30, 2012, provide total number of **Institution employees** that are not African American, include all full-time, part-time and LOA's: 179

4. As of June 30, 2012, provide the **utilization** for African Americans by category (numbers below represent a percent):

0	Tenured Faculty/Executive/Administrative
0	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
0	Professional Staff/Protective Service Workers
0	Office & Clerical/Para-professionals
0	Skilled Craft Workers
0	Service Maintenance
0	Total

5. As of June 30, 2012, provide the number of faculty up for tenure at your institution:

2	Total that received tenure
0	Total that did not receive tenure
0	Total African American faculty that received tenure
0	Total African American that did not receive tenure

6. As of June 30, 2012, provide the number of faculty that separated or left the university (retired or resigned):

3	Total faculty that experienced separation from the university
0	Total African American faculty that experienced separation from the

7. What percentage of your community college employees are union?

Less than 50 percent

8. Does your Institution provide budget allocations specifically for recruitment of African American faculty, administrators, or any level job category? If yes, provide FY 12 budget allocation for each of these Initiatives:

No

9. What steps has your Institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and EEO are complying with legislative mandates for the African American Employment Plan for Higher Education?

All staff responsible for recommending applicants for hire are trained on legal rules for employment and interview and recommend for employment the best candidate from the pool in which they have to choose from.

10. Please provide recommendations for increasing the number of African American teaching/administrative staff.

Continue to look for African American applicants and advertise vacant positions outside of our District.

**List all activities your institution has undertaken that would help in the implementation of the State African American Employment Plan for Higher Education:**

11. Does your institution implement employment incentives to attract African American employees such as:

Internships: N

Community Linkages: N

Mentorship of a new African American Faculty: N

Staff Employment Recruitment Plan: N

Other: N

12. Is your institution developing strategies that would help meet the increasing numbers and need of African students and public that may want access to your institution; if so, how is it being planned?

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the Statue of *State of Illinois African American Employment Plan*:**

13. Does your institution currently have an African American Resource Center (AARC)? N

14. If your institution has an African American Resource Center (AARC), does the center have a Director or Coordinator that can help address the needs of African American students? N

15. Is the center Director/Coordinator African American? N

16. Does the center Director/Coordinator assist in the recruitment of African American students? N

17. Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students? N

18. For African American employees not part of the tenure system at your institution, are the following initiatives in place to help provide for promotion? If yes, please provide a dot point description of the initiative(s).

Employees with career ladder enhancement: N

Self-development training: N

Other: N

Other: N

19. How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements?

Hiring committees are given a packet to review prior to reviewing applicant files.

20. Please provide dot points of the results or plans of any studies or surveys your institution may have undertaken of monitoring success concerning the number of African American staff employed by your institution in the EEOC categories: Include a link to any longer documents.

**African American Employment Plan Survey (SB 3531/P.A. 96-1341)  
Fiscal Year 2012**

**Illinois Eastern Community Colleges  
Olney Central College**

**Public Act 96-1341** requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty, administrative staff, at State Colleges and Universities. This report is required as part of the larger State African American Employment Plan and the Bilingual Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American State employees and the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

1. As of June 30, 2012, provide the number of **African Americans employed** within each of the following EEOC categories:

0	Tenured Faculty/Executive/Administrative
0	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
0	Professional Staff/Protective Service Workers
1	Office & Clerical/Para-professionals
0	Skilled Craft Workers
0	Service Maintenance
1	Total

2. As of June 30, 2012, provide the number of **funded positions** within each of the following EEOC categories:

56	Tenured Faculty/Executive/Administrative
82	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
68	Professional Staff/Protective Service Workers
22	Office & Clerical/Para-professionals
0	Skilled Craft Workers
10	Service Maintenance
238	Total

3. As of June 30, 2012, provide total number of **Institution employees** that are not African American, include all full-time, part-time and LOA's: 237

4. As of June 30, 2012, provide the **utilization** for African Americans by category (numbers below represent a percent):

0	Tenured Faculty/Executive/Administrative
0	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
0	Professional Staff/Protective Service Workers
0	Office & Clerical/Para-professionals
0	Skilled Craft Workers
0	Service Maintenance
0	Total

5. As of June 30, 2012, provide the number of faculty up for tenure at your institution:

3	Total that received tenure
0	Total that did not receive tenure
0	Total African American faculty that received tenure
0	Total African American that did not receive tenure

6. As of June 30, 2012, provide the number of faculty that separated or left the university (retired or resigned):

2	Total faculty that experienced separation from the university
0	Total African American faculty that experienced separation from the

7. What percentage of your community college employees are union?

Less than 50 percent

8. Does your Institution provide budget allocations specifically for recruitment of African American faculty, administrators, or any level job category? If yes, provide FY 12 budget allocation for each of these Initiatives

No

9. What steps has your Institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and EEO are complying with legislative mandates for the African American Employment Plan for Higher Education?

All staff responsible for recommending candidates for employment are trained on legal rules for employment and interview and recommend the best candidate from the pool in which they have to choose.

10. Please provide recommendations for increasing the number of African American teaching/administrative staff.

Continue to look for African American applicants and advertise vacant positions outside of our District.

**List all activities your institution has undertaken that would help in the implementation of the State African American Employment Plan for Higher Education:**

11. Does your institution implement employment incentives to attract African American employees such as:

Internships: N

Community Linkages: N

Mentorship of a new African American Faculty: N

Staff Employment Recruitment Plan: N

Other: N

12. Is your institution developing strategies that would help meet the increasing numbers and need of African students and public that may want access to your institution; if so, how is it being planned?

No

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the Statue of *State of Illinois African American Employment Plan*:**

13. Does your institution currently have an African American Resource Center (AARC)? N

14. If your institution has an African American Resource Center (AARC), does the center have a Director or Coordinator that can help address the needs of African American students? N

15. Is the center Director/Coordinator African American? N

16. Does the center Director/Coordinator assist in the recruitment of African American students? N

17. Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students? N

18. For African American employees not part of the tenure system at your institution, are the following initiatives in place to help provide for promotion? If yes, please provide a dot point description of the initiative(s).

Employees with career ladder enhancement: N

Self-development training: N

Other: N

Other: N

19. How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements?

Hiring committees are given a packet to review prior to reviewing applicant files.

20. Please provide dot points of the results or plans of any studies or surveys your institution may have undertaken of monitoring success concerning the number of African American staff employed by your institution in the EEOC categories: Include a link to any longer documents.

**African American Employment Plan Survey (SB 3531/P.A. 96-1341)  
Fiscal Year 2012**

**Illinois Eastern Community Colleges  
Wabash Valley College**

**Public Act 96-1341** requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty, administrative staff, at State Colleges and Universities. This report is required as part of the larger State African American Employment Plan and the Bilingual Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American State employees and the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

1. As of June 30, 2012, provide the number of **African Americans employed** within each of the following EEOC categories:

0	Tenured Faculty/Executive/Administrative
0	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
1	Professional Staff/Protective Service Workers
0	Office & Clerical/Para-professionals
0	Skilled Craft Workers
0	Service Maintenance
1	Total

2. As of June 30, 2012, provide the number of **funded positions** within each of the following EEOC categories:

53	Tenured Faculty/Executive/Administrative
91	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
50	Professional Staff/Protective Service Workers
25	Office & Clerical/Para-professionals
0	Skilled Craft Workers
12	Service Maintenance
231	Total

3. As of June 30, 2012, provide total number of **Institution employees** that are not African American, include all full-time, part-time and LOA's: 230

4. As of June 30, 2012, provide the **utilization** for African Americans by category (numbers below represent a percent):

0	Tenured Faculty/Executive/Administrative
0	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
0	Professional Staff/Protective Service Workers
0	Office & Clerical/Para-professionals
0	Skilled Craft Workers
0	Service Maintenance
0	Total

5. As of June 30, 2012, provide the number of faculty up for tenure at your institution:

0	Total that received tenure
0	Total that did not receive tenure
0	Total African American faculty that received tenure
0	Total African American that did not receive tenure

6. As of June 30, 2012, provide the number of faculty that separated or left the university (retired or resigned):

2	Total faculty that experienced separation from the university
0	Total African American faculty that experienced separation from the

7. What percentage of your community college employees are union?

Less than 50 percent

8. Does your Institution provide budget allocations specifically for recruitment of African American faculty, administrators, or any level job category? If yes, provide FY 12 budget allocation for each of these Initiatives:

No

9. What steps has your Institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and EEO are complying with legislative mandates for the African American Employment Plan for Higher Education?

All staff responsible for hiring are trained on legal rules for employment and interview and recommend for employment the best candidate from the pool in which they have to select from.

10. Please provide recommendations for increasing the number of African American teaching/administrative staff.

Continue to look for African American applicants and advertise our vacant positions outside of the District.

**List all activities your institution has undertaken that would help in the implementation of the State African American Employment Plan for Higher Education:**

11. Does your institution implement employment incentives to attract African American employees such as:

Internships: N

Community Linkages: N

Mentorship of a new African American Faculty: N

Staff Employment Recruitment Plan: N

Other: N

12. Is your institution developing strategies that would help meet the increasing numbers and need of African students and public that may want access to your institution; if so, how is it being planned?

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the Statue of *State of Illinois African American Employment Plan*:**

13. Does your institution currently have an African American Resource Center (AARC)? N

14. If your institution has an African American Resource Center (AARC), does the center have a Director or Coordinator that can help address the needs of African American students? N

15. Is the center Director/Coordinator African American? N

16. Does the center Director/Coordinator assist in the recruitment of African American students? N

17. Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students? N

18. For African American employees not part of the tenure system at your institution, are the following initiatives in place to help provide for promotion? If yes, please provide a dot point description of the initiative(s).

Employees with career ladder enhancement: N

Self-development training: N

Other: N

Other: N

19. How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements?

Hiring committees are given a packet to review prior to receiving access to applicant files.

20. Please provide dot points of the results or plans of any studies or surveys your institution may have undertaken of monitoring success concerning the number of African American staff employed by your institution in the EEOC categories: Include a link to any longer documents.

**African American Employment Plan Survey (SB 3531/P.A. 96-1341)  
Fiscal Year 2012**

**Illinois Valley Community College**

**Public Act 96-1341** requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty, administrative staff, at State Colleges and Universities. This report is required as part of the larger State African American Employment Plan and the Bilingual Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American State employees and the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

1. As of June 30, 2012, provide the number of **African Americans employed** within each of the following EEOC categories:

2	Tenured Faculty/Executive/Administrative
0	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
2	Professional Staff/Protective Service Workers
1	Office & Clerical/Para-professionals
0	Skilled Craft Workers
0	Service Maintenance
5	Total

2. As of June 30, 2012, provide the number of **funded positions** within each of the following EEOC categories:

95	Tenured Faculty/Executive/Administrative
295	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
155	Professional Staff/Protective Service Workers
75	Office & Clerical/Para-professionals
0	Skilled Craft Workers
18	Service Maintenance
638	Total

3. As of June 30, 2012, provide total number of **Institution employees** that are not African American, include all full-time, part-time and LOA's: 557

4. As of June 30, 2012, provide the **utilization** for African Americans by category (numbers below represent a percent):

-1	Tenured Faculty/Executive/Administrative
2	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
0	Professional Staff/Protective Service Workers
0	Office & Clerical/Para-professionals
0	Skilled Craft Workers
2	Service Maintenance
3	Total

5. As of June 30, 2012, provide the number of faculty up for tenure at your institution:

0	Total that received tenure
0	Total that did not receive tenure
0	Total African American faculty that received tenure
0	Total African American that did not receive tenure

6. As of June 30, 2012, provide the number of faculty that separated or left the university (retired or resigned):

4	Total faculty that experienced separation from the university
0	Total African American faculty that experienced separation from the

7. What percentage of your community college employees are union?

Less than 50 percent

8. Does your Institution provide budget allocations specifically for recruitment of African American faculty, administrators, or any level job category? If yes, provide FY 12 budget allocation for each of these Initiatives:

IVCC has one advertising budget for all positions regardless of job category. The total budget for FY12 was \$8,000.

9. What steps has your Institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and EEO are complying with legislative mandates for the African American Employment Plan for Higher Education?

IVCC has an established Affirmative Action Policy and procedures for the hiring process. All selection committee members are trained on the policy and procedures prior to serving on the committee. Key characteristics are required for each open position based on the job description and all applications are scored using these key characteristics. Application materials include a cover letter, resume, and application form. Using the key characteristics ensures the selection committee is evaluating candidates on job-related criteria.

10. Please provide recommendations for increasing the number of African American teaching/administrative staff.

IVCC's Board of Trustees has adopted an Affirmative Action Policy. The Equal Employment Opportunity statement is incorporated in the following publications and forms: purchase orders, leases, construction contracts, purchasing guidelines, college catalog, faculty handbook, employee guidebook, and other publications where necessary. All job vacancies include the equal opportunity statement. In addition, IVCC participates in many local and regional recruitment events. We advertise all open positions on our Career Services site and through the local unemployment office. The College advertises in many publications and on many websites geared toward diverse

applicants including Diverse Issues in Higher Education, Diversifying Faculty in Illinois, and diversejobs.com. The College reaches out across the nation for African American teaching/administrative staff by conducting a nationwide search utilizing the Chronicle of Higher Education (print and web) and higheredjobs.com.

**List all activities your institution has undertaken that would help in the implementation of the State African American Employment Plan for Higher Education:**

11. Does your institution implement employment incentives to attract African American employees such as:

Internships: N

Community Linkages: N

Mentorship of a new African American Faculty: Y

Staff Employment Recruitment Plan: N

Other: N

12. Is your institution developing strategies that would help meet the increasing numbers and need of African students and public that may want access to your institution; if so, how is it being planned?

IVCC has not developed any strategies to meet this need as our African student population and area workforce population are very low percentages. The Black Student Association has become re-energized this year. The Diversity team sponsors activities each year during Black History month to bring attention to IVCC and promote its diversity.

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the Statue of *State of Illinois African American Employment Plan*:**

13. Does your institution currently have an African American Resource Center (AARC)? N

14. If your institution has an African American Resource Center (AARC), does the center have a Director or Coordinator that can help address the needs of African American students? N

15. Is the center Director/Coordinator African American? N

16. Does the center Director/Coordinator assist in the recruitment of African American students? N

17. Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students?

18. For African American employees not part of the tenure system at your institution, are the following initiatives in place to help provide for promotion? If yes, please provide a dot point description of the initiative(s).

Employees with career ladder enhancement: N

Self-development training: Y

Tuition waiver; Continuing Education classes; eLearning ;CETLA workshops; Staff Development Days

Other: N

Other: N

19. How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements?

IVCC's Human Resources department oversees the hiring process and trains all selection committee members on the process. We do not distinguish one protected class group from another in the implementation of our policies.

20. Please provide dot points of the results or plans of any studies or surveys your institution may have undertaken of monitoring success concerning the number of African American staff employed by your institution in the EEOC categories: Include a link to any longer documents.

none

none

**African American Employment Plan Survey (SB 3531/P.A. 96-1341)  
Fiscal Year 2012**

**Joliet Junior College**

**Public Act 96-1341** requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty, administrative staff, at State Colleges and Universities. This report is required as part of the larger State African American Employment Plan and the Bilingual Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American State employees and the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

1. As of June 30, 2012, provide the number of **African Americans employed** within each of the following EEOC categories:

13	Tenured Faculty/Executive/Administrative
46	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
86	Professional Staff/Protective Service Workers
19	Office & Clerical/Para-professionals
0	Skilled Craft Workers
31	Service Maintenance
195	Total

2. As of June 30, 2012, provide the number of **funded positions** within each of the following EEOC categories:

225	Tenured Faculty/Executive/Administrative
999	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
512	Professional Staff/Protective Service Workers
200	Office & Clerical/Para-professionals
0	Skilled Craft Workers
178	Service Maintenance
2114	Total

3. As of June 30, 2012, provide total number of **Institution employees** that are not African American, include all full-time, part-time and LOA's: 1919

4. As of June 30, 2012, provide the **utilization** for African Americans by category (numbers below represent a percent):

1	Tenured Faculty/Executive/Administrative
0	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
9	Professional Staff/Protective Service Workers
2	Office & Clerical/Para-professionals
0	Skilled Craft Workers
9	Service Maintenance
21	Total

5. As of June 30, 2012, provide the number of faculty up for tenure at your institution:

8	Total that received tenure
1	Total that did not receive tenure
0	Total African American faculty that received tenure
0	Total African American that did not receive tenure

6. As of June 30, 2012, provide the number of faculty that separated or left the university (retired or resigned):

3	Total faculty that experienced separation from the university
0	Total African American faculty that experienced separation from the

7. What percentage of your community college employees are union?

More than 50 percent

8. Does your Institution provide budget allocations specifically for recruitment of African American faculty, administrators, or any level job category? If yes, provide FY 12 budget allocation for each of these Initiatives:

No, we do not have budgets in Academic Affairs for this purpose. Academic Affairs does not have a budget allocation for recruitment of any personnel.

9. What steps has your Institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and EEO are complying with legislative mandates for the African American Employment Plan for Higher Education?

HR staff, as well as administrators and other hiring personnel receive search committee training prior to serving in a hiring (or recommendation) capacity. In this training, the college's commitment statements towards affirmative action, EEO, diversity and inclusion are discussed. As a hiring manager is preparing for a search, they consult with the HR departments Recruitment, EEO & Diversity Manager who will assist in establishing the recruitment and/or advertising plan. The college has implemented very consistent evaluation tools such as a screening matrix and a training of the hiring personnel how to appropriately use the tools. If there are instances where the integrity of the search is compromised in any manner the search may be extended, candidate may be re-examined or the search may be canceled. Additionally, the college has prepared a written inclusion/diversity plan which is available and shared with hiring managers and HR personnel.

10. Please provide recommendations for increasing the number of African American teaching/administrative staff.

Advertise with targeted professional publications. Work with graduate programs to identify possible candidates. Reach out to African-American organizations to establish relationships and referrals.

**List all activities your institution has undertaken that would help in the implementation of the State African American Employment Plan for Higher Education:**

11. Does your institution implement employment incentives to attract African American employees such as:

Internships: N

Community Linkages: N

Mentorship of a new African American Faculty: Y

Staff Employment Recruitment Plan: N

Other: N

12. Is your institution developing strategies that would help meet the increasing numbers and need of African students and public that may want access to your institution; if so, how is it being planned?

The college has implemented several strategies to meet the increasing numbers and need of African students and public that may want access to our institution such as the following: Implemented a new leadership program entitled: A Young Professionals Training Series; Continue to introduce new initiatives to strengthen outreach and retention of African students; Offer financial aid workshop.

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the Statue of *State of Illinois African American Employment Plan*:**

13. Does your institution currently have an African American Resource Center (AARC)? Y

14. If your institution has an African American Resource Center (AARC), does the center have a Director or Coordinator that can help address the needs of African American students? Y

15. Is the center Director/Coordinator African American? Y

16. Does the center Director/Coordinator assist in the recruitment of African American students? N

17. Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students? Y

18. For African American employees not part of the tenure system at your institution, are the following initiatives in place to help provide for promotion? If yes, please provide a dot point description of the initiative(s).

Employees with career ladder enhancement: N

Self-development training: Y

Other: N

Other: N

19. How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements?

HR staff, as well as administrators and other hiring personnel receive search committee training prior to serving in a hiring (or recommendation) capacity. In this training, the college's commitment statements towards affirmative action, EEO, diversity and inclusion are discussed. As a hiring manager is preparing for a search, they consult with the HR department's Recruitment, EEO & Diversity Manager who will assist in establishing the recruitment and/or

advertising plan. The college has implemented very consistent evaluation tools such as a screening matrix and a training of the hiring personnel how to appropriately use the tools. If there are instances where the integrity of the search is compromised in any manner the search may be extended, candidate may be re-examined or the search may be canceled.

20. Please provide dot points of the results or plans of any studies or surveys your institution may have undertaken of monitoring success concerning the number of African American staff employed by your institution in the EEOC categories: Include a link to any longer documents.

**African American Employment Plan Survey (SB 3531/P.A. 96-1341)  
Fiscal Year 2012**

**Kankakee Community College**

**Public Act 96-1341** requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty, administrative staff, at State Colleges and Universities. This report is required as part of the larger State African American Employment Plan and the Bilingual Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American State employees and the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

1. As of June 30, 2012, provide the number of **African Americans employed** within each of the following EEOC categories:

21	Tenured Faculty/Executive/Administrative
25	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
4	Professional Staff/Protective Service Workers
11	Office & Clerical/Para-professionals
0	Skilled Craft Workers
10	Service Maintenance
71	Total

2. As of June 30, 2012, provide the number of **funded positions** within each of the following EEOC categories:

98	Tenured Faculty/Executive/Administrative
285	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
58	Professional Staff/Protective Service Workers
131	Office & Clerical/Para-professionals
0	Skilled Craft Workers
26	Service Maintenance
598	Total

3. As of June 30, 2012, provide total number of **Institution employees** that are not African American, include all full-time, part-time and LOA's: 527

4. As of June 30, 2012, provide the **utilization** for African Americans by category (numbers below represent a percent):

10	Tenured Faculty/Executive/Administrative
-3	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
-5	Professional Staff/Protective Service Workers
-3	Office & Clerical/Para-professionals
0	Skilled Craft Workers
27	Service Maintenance
26	Total

5. As of June 30, 2012, provide the number of faculty up for tenure at your institution:

7	Total that received tenure
0	Total that did not receive tenure
0	Total African American faculty that received tenure
0	Total African American that did not receive tenure

6. As of June 30, 2012, provide the number of faculty that separated or left the university (retired or resigned):

8	Total faculty that experienced separation from the university
0	Total African American faculty that experienced separation from the

7. What percentage of your community college employees are union?

Less than 50 percent

8. Does your Institution provide budget allocations specifically for recruitment of African American faculty, administrators, or any level job category? If yes, provide FY 12 budget allocation for each of these Initiatives:

n/a

9. What steps has your Institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and EEO are complying with legislative mandates for the African American Employment Plan for Higher Education?

Human Resources oversee the screening and hiring process for every staff and faculty position to maintain consistency in the process. Each screening committee is trained in the process and required to submit a confidentiality agreement. Human Resources track the applicant pool using Neo.gov at each stage of the screening process to ensure that a diverse pool of applicants is considered.

10. Please provide recommendations for increasing the number of African American teaching/administrative staff. KCC faculty, staff and administration will maintain strong community ties to recruit African American employees through: outreach from the KCC Cultural Diversity Committee, open communication with city and county leaders, Brother2Brother and Sister Circle collaborations, participation in community-wide Black History Planning committee, partnerships with Kankakee Library, and mentoring programs in local schools.

**List all activities your institution has undertaken that would help in the implementation of the State African American Employment Plan for Higher Education:**

11. Does your institution implement employment incentives to attract African American employees such as:

Internships: N

Community Linkages: Y

Mentorship of a new African American Faculty: Y

Staff Employment Recruitment Plan: Y

Other: N

12. Is your institution developing strategies that would help meet the increasing numbers and need of African students and public that may want access to your institution; if so, how is it being planned?

KCC faculty, staff and administration will maintain strong community ties to recruit African American employees through: outreach from the KCC Cultural Diversity Committee, open communication with city and county leaders, Brother2Brother and Sister Circle collaborations, participation in community-wide Black History Planning committee, partnerships with Kankakee Library, and mentoring programs in local schools.

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the Statute of *State of Illinois African American Employment Plan*:**

13. Does your institution currently have an African American Resource Center (AARC)? N

14. If your institution has an African American Resource Center (AARC), does the center have a Director or Coordinator that can help address the needs of African American students? N

15. Is the center Director/Coordinator African American? N

16. Does the center Director/Coordinator assist in the recruitment of African American students? N

17. Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students? N

18. For African American employees not part of the tenure system at your institution, are the following initiatives in place to help provide for promotion? If yes, please provide a dot point description of the initiative(s).

Employees with career ladder enhancement: N

Self-development training: N

Other: N

Other: N

19. How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements?

A structured hiring and promotion process overseen by KCC's Department of Human Resources.

20. Please provide dot points of the results or plans of any studies or surveys your institution may have undertaken of monitoring success concerning the number of African American staff employed by your institution in the EEOC categories: Include a link to any longer documents.

**African American Employment Plan Survey (SB 3531/P.A. 96-1341)  
Fiscal Year 2012**

**Kaskaskia College**

**Public Act 96-1341** requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty, administrative staff, at State Colleges and Universities. This report is required as part of the larger State African American Employment Plan and the Bilingual Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American State employees and the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

1. As of June 30, 2012, provide the number of **African Americans employed** within each of the following EEOC categories:

4	Tenured Faculty/Executive/Administrative
7	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
3	Professional Staff/Protective Service Workers
4	Office & Clerical/Para-professionals
0	Skilled Craft Workers
5	Service Maintenance
23	Total

2. As of June 30, 2012, provide the number of **funded positions** within each of the following EEOC categories:

106	Tenured Faculty/Executive/Administrative
281	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
100	Professional Staff/Protective Service Workers
115	Office & Clerical/Para-professionals
0	Skilled Craft Workers
80	Service Maintenance
682	Total

3. As of June 30, 2012, provide total number of **Institution employees** that are not African American, include all full-time, part-time and LOA's: 659

4. As of June 30, 2012, provide the **utilization** for African Americans by category (numbers below represent a percent):

0	Tenured Faculty/Executive/Administrative
2	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
1	Professional Staff/Protective Service Workers
1	Office & Clerical/Para-professionals
0	Skilled Craft Workers
0	Service Maintenance
4	Total

5. As of June 30, 2012, provide the number of faculty up for tenure at your institution:

2	Total that received tenure
1	Total that did not receive tenure
0	Total African American faculty that received tenure
0	Total African American that did not receive tenure

6. As of June 30, 2012, provide the number of faculty that separated or left the university (retired or resigned):

5	Total faculty that experienced separation from the university
0	Total African American faculty that experienced separation from the

7. What percentage of your community college employees are union?

Less than 50 percent

8. Does your Institution provide budget allocations specifically for recruitment of African American faculty, administrators, or any level job category? If yes, provide FY 12 budget allocation for each of these Initiatives:

No. Money for general diversity is included in the marketing budget and advertising.

9. What steps has your Institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and EEO are complying with legislative mandates for the African American Employment Plan for Higher Education?

Hiring for regular full-time and part-time positions is done by diverse search committees with training by the HR office. Professional growth and development training cover diversity issues. Use DFI website for advertising when permitted.

10. Please provide recommendations for increasing the number of African American teaching/administrative staff.

Allow for Career and Technical vacancies to be posted on DFI web site even if a masters degree is not required.

**List all activities your institution has undertaken that would help in the implementation of the State African American Employment Plan for Higher Education:**

11. Does your institution implement employment incentives to attract African American employees such as:

Internships: N

Community Linkages: N

Mentorship of a new African American Faculty: N  
 Staff Employment Recruitment Plan: N  
 Other: N

12. Is your institution developing strategies that would help meet the increasing numbers and need of African students and public that may want access to your institution; if so, how is it being planned?

Yes. Increased scholarship opportunities for minority students. Increased offerings at the East Saint Louis Campus which will provide gainful employment. Programs which attract minorities in the community.

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the Statue of *State of Illinois African American Employment Plan*:**

13. Does your institution currently have an African American Resource Center (AARC)? N

14. If your institution has an African American Resource Center (AARC), does the center have a Director or Coordinator that can help address the needs of African American students? N

15. Is the center Director/Coordinator African American? N

16. Does the center Director/Coordinator assist in the recruitment of African American students? N

17. Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students? N

18. For African American employees not part of the tenure system at your institution, are the following initiatives in place to help provide for promotion? If yes, please provide a dot point description of the initiative(s).

Employees with career ladder enhancement: N

Self-development training: N

Other: N

Other: N

19. How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements?

Hiring for regular full-time and part-time positions is done by diverse search committees with training by the HR office.

20. Please provide dot points of the results or plans of any studies or surveys your institution may have undertaken of monitoring success concerning the number of African American staff employed by your institution in the EEOC categories: Include a link to any longer documents.

**African American Employment Plan Survey (SB 3531/P.A. 96-1341)  
Fiscal Year 2012**

**Kishwaukee College**

**Public Act 96-1341** requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty, administrative staff, at State Colleges and Universities. This report is required as part of the larger State African American Employment Plan and the Bilingual Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American State employees and the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

1. As of June 30, 2012, provide the number of **African Americans employed** within each of the following EEOC categories:

1	Tenured Faculty/Executive/Administrative
18	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
7	Professional Staff/Protective Service Workers
2	Office & Clerical/Para-professionals
0	Skilled Craft Workers
0	Service Maintenance
28	Total

2. As of June 30, 2012, provide the number of **funded positions** within each of the following EEOC categories:

91	Tenured Faculty/Executive/Administrative
241	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
119	Professional Staff/Protective Service Workers
57	Office & Clerical/Para-professionals
0	Skilled Craft Workers
32	Service Maintenance
540	Total

3. As of June 30, 2012, provide total number of **Institution employees** that are not African American, include all full-time, part-time and LOA's: 512

4. As of June 30, 2012, provide the **utilization** for African Americans by category (numbers below represent a percent):

-5	Tenured Faculty/Executive/Administrative
0	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
0	Professional Staff/Protective Service Workers
-3	Office & Clerical/Para-professionals
0	Skilled Craft Workers
-6	Service Maintenance
-14	Total

5. As of June 30, 2012, provide the number of faculty up for tenure at your institution:

5	Total that received tenure
0	Total that did not receive tenure
0	Total African American faculty that received tenure
0	Total African American that did not receive tenure

6. As of June 30, 2012, provide the number of faculty that separated or left the university (retired or resigned):

4	Total faculty that experienced separation from the university
0	Total African American faculty that experienced separation from the

7. What percentage of your community college employees are union?

Less than 50 percent

8. Does your Institution provide budget allocations specifically for recruitment of African American faculty, administrators, or any level job category? If yes, provide FY 12 budget allocation for each of these Initiatives:

N/A

9. What steps has your Institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and EEO are complying with legislative mandates for the African American Employment Plan for Higher Education?

Ongoing professional development through local and national human resources organizations; attendance at minority recruitment and related conferences

10. Please provide recommendations for increasing the number of African American teaching/administrative staff.

Ongoing community outreach/linkage efforts, advertising through affirmative action/minority recruitment websites

**List all activities your institution has undertaken that would help in the implementation of the State African American Employment Plan for Higher Education:**

11. Does your institution implement employment incentives to attract African American employees such as:

Internships: N

Community Linkages: Y

Mentorship of a new African American Faculty: Y

Staff Employment Recruitment Plan: Y

Other: N

12. Is your institution developing strategies that would help meet the increasing numbers and need of African students and public that may want access to your institution; if so, how is it being planned?

Black Student Union, Black Male and Black Women Initiatives, African American Student Open House, focus groups, Black History Month

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the Statue of *State of Illinois African American Employment Plan*:**

13. Does your institution currently have an African American Resource Center (AARC)? N

14. If your institution has an African American Resource Center (AARC), does the center have a Director or Coordinator that can help address the needs of African American students? N

15. Is the center Director/Coordinator African American? N

16. Does the center Director/Coordinator assist in the recruitment of African American students? N

17. Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students? Y

18. For African American employees not part of the tenure system at your institution, are the following initiatives in place to help provide for promotion? If yes, please provide a dot point description of the initiative(s).

Employees with career ladder enhancement: Y

Job families with salary grade career progression

Self-development training: Y

Professional development seminars and webinars provided; Staff Development Day

Other: Y

Kishwaukee Black Caucus

Other: N

19. How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements?

Search Committee training

20. Please provide dot points of the results or plans of any studies or surveys your institution may have undertaken of monitoring success concerning the number of African American staff employed by your institution in the EEOC categories: Include a link to any longer documents.

2012 Diversity Strategic Plan includes diversity recruitment action plan items with responsible individual(s) identified

**African American Employment Plan Survey (SB 3531/P.A. 96-1341)  
Fiscal Year 2012**

**College Of Lake County**

**Public Act 96-1341** requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty, administrative staff, at State Colleges and Universities. This report is required as part of the larger State African American Employment Plan and the Bilingual Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American State employees and the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

1. As of June 30, 2012, provide the number of **African Americans employed** within each of the following EEOC categories:

31	Tenured Faculty/Executive/Administrative
54	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
33	Professional Staff/Protective Service Workers
28	Office & Clerical/Para-professionals
0	Skilled Craft Workers
10	Service Maintenance
156	Total

2. As of June 30, 2012, provide the number of **funded positions** within each of the following EEOC categories:

264	Tenured Faculty/Executive/Administrative
982	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
347	Professional Staff/Protective Service Workers
185	Office & Clerical/Para-professionals
0	Skilled Craft Workers
101	Service Maintenance
1879	Total

3. As of June 30, 2012, provide total number of **Institution employees** that are not African American, include all full-time, part-time and LOA's: 1723

4. As of June 30, 2012, provide the **utilization** for African Americans by category (numbers below represent a percent):

5	Tenured Faculty/Executive/Administrative
-2	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
2	Professional Staff/Protective Service Workers
8	Office & Clerical/Para-professionals
0	Skilled Craft Workers
3	Service Maintenance
16	Total

5. As of June 30, 2012, provide the number of faculty up for tenure at your institution:

9	Total that received tenure
0	Total that did not receive tenure
0	Total African American faculty that received tenure
0	Total African American that did not receive tenure

6. As of June 30, 2012, provide the number of faculty that separated or left the university (retired or resigned):

12	Total faculty that experienced separation from the university
0	Total African American faculty that experienced separation from the

7. What percentage of your community college employees are union?

More than 50 percent

8. Does your Institution provide budget allocations specifically for recruitment of African American faculty, administrators, or any level job category? If yes, provide FY 12 budget allocation for each of these Initiatives:

Yes; Total FY12 Budget - \$224,755; African American recruitment initiatives - \$204,323; Advertising - \$185,265; Travel - \$17,033; Publications and memberships - \$2,025

9. What steps has your Institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and EEO are complying with legislative mandates for the African American Employment Plan for Higher Education?

The College provides search committee and EEO representative training to ensure that all administrative staff responsible for hiring, interviewing, recruitment, and EEO comply with all legislative mandates of the African American Employment Plan. Human Resources also ensures that the applicant pools are diverse for all positions including Administrative and Faculty positions before the applications are released to a search committee. If the pool is not diverse, as defined by the area Vice President, the search is reopened. The CLC Diversity Commission includes four subcommittees, one being human resources and staff professional development, which will concentrate on increasing African American employment at the College. The Diversity Commission goals include establishing a diversity structure that will: address any barriers/obstacles contributing to low representation of African American in the CLC workforce. The College will also work toward increasing African American faculty and administration representation and increasing transportation between campuses. The College President has established an African American Alliance made up of community leaders to create and foster relationships with the

African American community. The College participates in regularly scheduled job fairs geared toward African American recruitment.

10. Please provide recommendations for increasing the number of African American teaching/administrative staff. To recruit for faculty positions, the College sends an annual email blast to more than 6,000 African Americans nationwide who earned a degree within the last year. Human Resources staff attend various employment fairs designed to draw African American faculty to the college. The CLC Diversity Commission has established (college-wide) goals to 1. Infuse diversity and multiculturalism into the curriculum; 2. Recruit and retain underrepresented students, faculty, and staff; 3. Promote and increase professional development of diversity and multiculturalism with faculty and staff; 4. Open and maintain lines of communication with community groups and organizations, regarding diversity program activities and 5. Create diversity initiatives through the support of the College community. Human Resources is presenting several career workshops to train African American community Job seekers in the higher education job search process, i.e. resume writing, interview skills.

**List all activities your institution has undertaken that would help in the implementation of the State African American Employment Plan for Higher Education:**

11. Does your institution implement employment incentives to attract African American employees such as:  
 Internships: Y  
 Community Linkages: Y  
 Mentorship of a new African American Faculty: Y  
 Staff Employment Recruitment Plan: Y  
 Other: N

12. Is your institution developing strategies that would help meet the increasing numbers and need of African students and public that may want access to your institution; if so, how is it being planned?  
This is accomplished through our Multicultural Center and Men of Vision organization. There are a variety of initiatives such as workshops, counseling and speakers. Enrollment Services provides tours, information meetings, and FAFSA workshops. The College has provided direct community outreach to many organizations who work with the African American population. Human Resources holds career workshops to train African American community members in the job search process, i.e. resume writing, interviews skills. Human Resource staff attends Diversity Conferences and workshops. The College has provided direct community outreach to many organizations who work with the African American population Community Festivals, group presentations at meetings, etc.

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the Statue of *State of Illinois African American Employment Plan*:**

13. Does your institution currently have an African American Resource Center (AARC)? Y
14. If your institution has an African American Resource Center (AARC), does the center have a Director or Coordinator that can help address the needs of African American students? Y
15. Is the center Director/Coordinator African American? Y
16. Does the center Director/Coordinator assist in the recruitment of African American students? Y
17. Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students? Y

18. For African American employees not part of the tenure system at your institution, are the following initiatives in place to help provide for promotion? If yes, please provide a dot point description of the initiative(s).

Employees with career ladder enhancement: Y

Professional Development Center: Provides training courses/services for employees to enhance job knowledge/skill set; Career Development: The College provides an incentive for employees to continue their education and gain additional competencies. To encourage such continued career development, the College offers a compensation adjustment based on approved coursework; Tuition Waiver: The College allows employees and dependents to enroll tuition free in approved credit courses at the College; Tuition Reimbursement: The College reimburses eligible employees for courses, books, seminars, and workshops taken at accredited institutions of higher education.

Self-development training: Y

Professional Development Center: Provides training courses/services for employees to enhance job knowledge/skill set; Career Development: The College provides an incentive for employees to continue their education and gain additional competencies. To encourage such continued career development, the College offers a compensation adjustment based on approved coursework; Tuition Waiver: The College allows employees and dependents to enroll tuition free in approved credit courses at the College; Tuition Reimbursement: The College reimburses eligible employees for courses, books, seminars, and workshops taken at accredited institutions of higher education.

Other: N

Other: N

19. How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements?

The College provides search committee and EEO representative training to ensure that all administrative staff responsible for hiring, interviewing, recruitment, and EEO complies with all legislative mandates of the African American Employment Plan. Human Resources also ensures that the applicant pools are diverse for all positions including Administrative and Faculty positions before the applications are released to the search committee. If the pool is not diverse, as defined by the area Vice President, the search is reopened. Based upon voluntary applicant information, Human Resources assesses the diversity of each applicant pool to ensure a diverse and applicant and interview pool.

20. Please provide dot points of the results or plans of any studies or surveys your institution may have undertaken of monitoring success concerning the number of African American staff employed by your institution in the EEOC categories: Include a link to any longer documents.

The College tracks information for studying and monitoring success concerning the number of African Americans employed by the College through exit interviews, turnover reports, and performance evaluations. The College recently had all employees complete a climate survey that covered minority issues. Results have not yet been shared with the College community.

**African American Employment Plan Survey (SB 3531/P.A. 96-1341)  
Fiscal Year 2012**

**Lake Land College**

**Public Act 96-1341** requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty, administrative staff, at State Colleges and Universities. This report is required as part of the larger State African American Employment Plan and the Bilingual Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American State employees and the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

1. As of June 30, 2012, provide the number of **African Americans employed** within each of the following EEOC categories:

2	Tenured Faculty/Executive/Administrative
0	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
4	Professional Staff/Protective Service Workers
1	Office & Clerical/Para-professionals
0	Skilled Craft Workers
0	Service Maintenance
7	Total

2. As of June 30, 2012, provide the number of **funded positions** within each of the following EEOC categories:

114	Tenured Faculty/Executive/Administrative
31	Non-Tenured Faculty/Adjunct Faculty
21	Administrative Staff/Technicians
270	Professional Staff/Protective Service Workers
80	Office & Clerical/Para-professionals
0	Skilled Craft Workers
33	Service Maintenance
549	Total

3. As of June 30, 2012, provide total number of **Institution employees** that are not African American, include all full-time, part-time and LOA's: 542

4. As of June 30, 2012, provide the **utilization** for African Americans by category (numbers below represent a percent):

0	Tenured Faculty/Executive/Administrative
-1	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
0	Professional Staff/Protective Service Workers
0	Office & Clerical/Para-professionals
0	Skilled Craft Workers
-1	Service Maintenance
-2	Total

5. As of June 30, 2012, provide the number of faculty up for tenure at your institution:

6	Total that received tenure
0	Total that did not receive tenure
0	Total African American faculty that received tenure
0	Total African American that did not receive tenure

6. As of June 30, 2012, provide the number of faculty that separated or left the university (retired or resigned):

10	Total faculty that experienced separation from the university
0	Total African American faculty that experienced separation from the

7. What percentage of your community college employees are union?

Less than 50 percent

8. Does your Institution provide budget allocations specifically for recruitment of African American faculty, administrators, or any level job category? If yes, provide FY 12 budget allocation for each of these Initiatives:

No. Included in the recruitment budget.

9. What steps has your Institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and EEO are complying with legislative mandates for the African American Employment Plan for Higher Education?

10. Please provide recommendations for increasing the number of African American teaching/administrative staff.  
Broaden the scope of the recruitment efforts to include a wide range of recruitment venues and publications to attract a diverse candidate pool.

**List all activities your institution has undertaken that would help in the implementation of the State African American Employment Plan for Higher Education:**

11. Does your institution implement employment incentives to attract African American employees such as:

Internships: N

Community Linkages: N

Mentorship of a new African American Faculty: Y

Staff Employment Recruitment Plan: N

Other: N

12. Is your institution developing strategies that would help meet the increasing numbers and need of African students and public that may want access to your institution; if so, how is it being planned?

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the Statue of *State of Illinois African American Employment Plan*:**

13. Does your institution currently have an African American Resource Center (AARC)? N

14. If your institution has an African American Resource Center (AARC), does the center have a Director or Coordinator that can help address the needs of African American students? N

15. Is the center Director/Coordinator African American? N

16. Does the center Director/Coordinator assist in the recruitment of African American students? N

17. Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students? Y

18. For African American employees not part of the tenure system at your institution, are the following initiatives in place to help provide for promotion? If yes, please provide a dot point description of the initiative(s).

Employees with career ladder enhancement: Y

The college has a vast position grade schedule that offers opportunities for advancement selection.

Self-development training: Y

The college provides a wide variety of staff development opportunities for personal and professional growth.

Other: N

Other: N

19. How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements?

Hiring training to all members prior to serving on a selection committee.

20. Please provide dot points of the results or plans of any studies or surveys your institution may have undertaken of monitoring success concerning the number of African American staff employed by your institution in the EEOC categories: Include a link to any longer documents.

**African American Employment Plan Survey (SB 3531/P.A. 96-1341)  
Fiscal Year 2012**

**Lewis And Clark Community College**

**Public Act 96-1341** requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty, administrative staff, at State Colleges and Universities. This report is required as part of the larger State African American Employment Plan and the Bilingual Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American State employees and the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

1. As of June 30, 2012, provide the number of **African Americans employed** within each of the following EEOC categories:

13	Tenured Faculty/Executive/Administrative
20	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
19	Professional Staff/Protective Service Workers
7	Office & Clerical/Para-professionals
0	Skilled Craft Workers
0	Service Maintenance
59	Total

2. As of June 30, 2012, provide the number of **funded positions** within each of the following EEOC categories:

146	Tenured Faculty/Executive/Administrative
401	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
228	Professional Staff/Protective Service Workers
92	Office & Clerical/Para-professionals
0	Skilled Craft Workers
18	Service Maintenance
885	Total

3. As of June 30, 2012, provide total number of **Institution employees** that are not African American, include all full-time, part-time and LOA's: 826

4. As of June 30, 2012, provide the **utilization** for African Americans by category (numbers below represent a percent):

4	Tenured Faculty/Executive/Administrative
0	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
4	Professional Staff/Protective Service Workers
3	Office & Clerical/Para-professionals
0	Skilled Craft Workers
-4	Service Maintenance
7	Total

5. As of June 30, 2012, provide the number of faculty up for tenure at your institution:

5	Total that received tenure
13	Total that did not receive tenure
0	Total African American faculty that received tenure
0	Total African American that did not receive tenure

6. As of June 30, 2012, provide the number of faculty that separated or left the university (retired or resigned):

6	Total faculty that experienced separation from the university
0	Total African American faculty that experienced separation from the

7. What percentage of your community college employees are union?

Less than 50 percent

8. Does your Institution provide budget allocations specifically for recruitment of African American faculty, administrators, or any level job category? If yes, provide FY 12 budget allocation for each of these Initiatives:

No

9. What steps has your Institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and EEO are complying with legislative mandates for the African American Employment Plan for Higher Education?

The College has employed the services of PeopleAdmin, a computer generated site that encourages self-identification of all applicants regarding their race. Additionally, the College has hired an HR specialist whose primary focus is expediting the employment process for the College. She reviews the minority representation of the applicant pool and carefully reviews the credentials of all the African American applicants who meet the minimum requirements of position for which they applied. Those applicants are then moved along in the employment process.

10. Please provide recommendations for increasing the number of African American teaching/administrative staff. In 2012 the Human Resources Department was approved to add a full-time specialist. There were several applicants and three were selected for the final interview process. The candidate pool consisted of 1 African American female and 2 Caucasian females. The applicants were deemed equally qualified, however, in an effort to further diversify the HR team a mindful decision was made to extend an offer to the African American candidate. Additionally, this

appointment further diversified the President's Office building and will hopefully encourage applicants of color to pursue promotional opportunities at LCCC.

**List all activities your institution has undertaken that would help in the implementation of the State African American Employment Plan for Higher Education:**

11. Does your institution implement employment incentives to attract African American employees such as:

Internships: N

Community Linkages: N

Mentorship of a new African American Faculty: N

Staff Employment Recruitment Plan: N

Other: N

The College continues to focus on elevating the African American representation in employment categories. Employees are requested to refer African American applicants to our online employment website. Additionally, they are directed to notify us of these referral applicants. Our HR department then ensures that these applicants' credentials are given careful consideration.

12. Is your institution developing strategies that would help meet the increasing numbers and need of African students and public that may want access to your institution; if so, how is it being planned?

Our TRiO Student Support Services project serves first generation students who may be students of color: African American. Once enrolled, the College offers many support services for students in need of academic support. Students whose first language is other than English often need the services of the Student Success Center: tutoring, Writing Desk, Math Resource Center, Nursing Basic Skills Lab, and/or Office Technology Lab. The Minority Affairs committee and programming as well as the Diversity Council programming offer co-curricular programs and activities that celebrate African American cultures. These events are open to students and the community.

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the Statue of *State of Illinois African American Employment Plan*:**

13. Does your institution currently have an African American Resource Center (AARC)? N

14. If your institution has an African American Resource Center (AARC), does the center have a Director or Coordinator that can help address the needs of African American students? N

15. Is the center Director/Coordinator African American? N

16. Does the center Director/Coordinator assist in the recruitment of African American students? N

17. Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students? Y

18. For African American employees not part of the tenure system at your institution, are the following initiatives in place to help provide for promotion? If yes, please provide a dot point description of the initiative(s).

Employees with career ladder enhancement: N

Self-development training: N

Other: N

Other: N

19. How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements?

The new HR Specialist responsible for the employment processes is responsible for posting all positions. She then partners with the hiring committee and the hiring manager to ensure all applicants are given fair and equal consideration.

20. Please provide dot points of the results or plans of any studies or surveys your institution may have undertaken of monitoring success concerning the number of African American staff employed by your institution in the EEOC categories: Include a link to any longer documents.

**African American Employment Plan Survey (SB 3531/P.A. 96-1341)  
Fiscal Year 2012**

**Lincoln Land Community College**

**Public Act 96-1341** requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty, administrative staff, at State Colleges and Universities. This report is required as part of the larger State African American Employment Plan and the Bilingual Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American State employees and the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

1. As of June 30, 2012, provide the number of **African Americans employed** within each of the following EEOC categories:

8	Tenured Faculty/Executive/Administrative
12	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
19	Professional Staff/Protective Service Workers
9	Office & Clerical/Para-professionals
0	Skilled Craft Workers
6	Service Maintenance
54	Total

2. As of June 30, 2012, provide the number of **funded positions** within each of the following EEOC categories:

196	Tenured Faculty/Executive/Administrative
483	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
327	Professional Staff/Protective Service Workers
100	Office & Clerical/Para-professionals
0	Skilled Craft Workers
52	Service Maintenance
1158	Total

3. As of June 30, 2012, provide total number of **Institution employees** that are not African American, include all full-time, part-time and LOA's: 1104

4. As of June 30, 2012, provide the **utilization** for African Americans by category (numbers below represent a percent):

-11	Tenured Faculty/Executive/Administrative
-12	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
-9	Professional Staff/Protective Service Workers
-6	Office & Clerical/Para-professionals
0	Skilled Craft Workers
-3	Service Maintenance
-41	Total

5. As of June 30, 2012, provide the number of faculty up for tenure at your institution:

4	Total that received tenure
1	Total that did not receive tenure
0	Total African American faculty that received tenure
0	Total African American that did not receive tenure

6. As of June 30, 2012, provide the number of faculty that separated or left the university (retired or resigned):

9	Total faculty that experienced separation from the university
0	Total African American faculty that experienced separation from the

7. What percentage of your community college employees are union?

Less 50 than percent

8. Does your Institution provide budget allocations specifically for recruitment of African American faculty, administrators, or any level job category? If yes, provide FY 12 budget allocation for each of these Initiatives:

Lincoln Land Community College (LLCC) has an annual budget of \$2,500 for the recruitment of faculty and staff. A portion of those budget dollars are used for recruitment events that will provide exposure to diverse individuals who may be interested in employment at LLCC.

9. What steps has your Institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and EEO are complying with legislative mandates for the African American Employment Plan for Higher Education?

LLCC does not have any specific training for Human Resources staff regarding the legislative mandates of the African American Employment Plan for Higher Education. All Human Resources staff are expected to comply with all College policies and procedures as well as local, state, and federal mandates.

10. Please provide recommendations for increasing the number of African American teaching/administrative staff.

Seek out additional recruitment opportunities where we can reach out to potential African American candidates via face-to-face, online and in print.

**List all activities your institution has undertaken that would help in the implementation of the State African American Employment Plan for Higher Education:**

11. Does your institution implement employment incentives to attract African American employees such as:

Internships: N

Community Linkages: N

Mentorship of a new African American Faculty: N

Staff Employment Recruitment Plan: N

Other: N

12. Is your institution developing strategies that would help meet the increasing numbers and need of African students and public that may want access to your institution; if so, how is it being planned?

No

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the Statue of *State of Illinois African American Employment Plan*:**

13. Does your institution currently have an African American Resource Center (AARC)? N

14. If your institution has an African American Resource Center (AARC), does the center have a Director or Coordinator that can help address the needs of African American students? N

15. Is the center Director/Coordinator African American? N

16. Does the center Director/Coordinator assist in the recruitment of African American students? N

17. Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students? N

18. For African American employees not part of the tenure system at your institution, are the following initiatives in place to help provide for promotion? If yes, please provide a dot point description of the initiative(s).

Employees with career ladder enhancement: N

Self-development training: Y

Staff employees have access to funds which can be used to pay for workshops, seminars and college courses.

Additional education and knowledge acquired by employees can help them qualify for other positions at the college.

Other: N

Other: N

19. How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements?

LLCC does not have any specific training for staff regarding the mandatory Hiring and Promotion Monitor

requirements. Employees are expected to comply with all College policies and procedures as well as local, state, and federal mandates.

20. Please provide dot points of the results or plans of any studies or surveys your institution may have undertaken of monitoring success concerning the number of African American staff employed by your institution in the EEOC categories: Include a link to any longer documents.

None

**African American Employment Plan Survey (SB 3531/P.A. 96-1341)  
Fiscal Year 2012**

**John A. Logan College**

**Public Act 96-1341** requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty, administrative staff, at State Colleges and Universities. This report is required as part of the larger State African American Employment Plan and the Bilingual Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American State employees and the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

1. As of June 30, 2012, provide the number of **African Americans employed** within each of the following EEOC categories:

4	Tenured Faculty/Executive/Administrative
8	Non-Tenured Faculty/Adjunct Faculty
6	Administrative Staff/Technicians
21	Professional Staff/Protective Service Workers
1	Office & Clerical/Para-professionals
6	Skilled Craft Workers
5	Service Maintenance
51	Total

2. As of June 30, 2012, provide the number of **funded positions** within each of the following EEOC categories:

141	Tenured Faculty/Executive/Administrative
201	Non-Tenured Faculty/Adjunct Faculty
125	Administrative Staff/Technicians
138	Professional Staff/Protective Service Workers
95	Office & Clerical/Para-professionals
39	Skilled Craft Workers
54	Service Maintenance
793	Total

3. As of June 30, 2012, provide total number of **Institution employees** that are not African American, include all full-time, part-time and LOA's: 742

4. As of June 30, 2012, provide the **utilization** for African Americans by category (numbers below represent a percent):

3	Tenured Faculty/Executive/Administrative
8	Non-Tenured Faculty/Adjunct Faculty
6	Administrative Staff/Technicians
1	Professional Staff/Protective Service Workers
0	Office & Clerical/Para-professionals
0	Skilled Craft Workers
6	Service Maintenance
24	Total

5. As of June 30, 2012, provide the number of faculty up for tenure at your institution:

0	Total that received tenure
6	Total that did not receive tenure
0	Total African American faculty that received tenure
0	Total African American that did not receive tenure

6. As of June 30, 2012, provide the number of faculty that separated or left the university (retired or resigned):

4	Total faculty that experienced separation from the university
0	Total African American faculty that experienced separation from the

7. What percentage of your community college employees are union?

More than 50 percent

8. Does your Institution provide budget allocations specifically for recruitment of African American faculty, administrators, or any level job category? If yes, provide FY 12 budget allocation for each of these Initiatives:

no

9. What steps has your Institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and EEO are complying with legislative mandates for the African American Employment Plan for Higher Education?

Affirmative action plan... president formed a diverse committee targeting increasing African American/diverse population on campus

10. Please provide recommendations for increasing the number of African American teaching/administrative staff.

Advertising in area with highest concentrations of minorities

**List all activities your institution has undertaken that would help in the implementation of the State African American Employment Plan for Higher Education:**

11. Does your institution implement employment incentives to attract African American employees such as:

Internships: N

Community Linkages: N

Mentorship of a new African American Faculty: N

Staff Employment Recruitment Plan: N

Other: N

12. Is your institution developing strategies that would help meet the increasing numbers and need of African students and public that may want access to your institution; if so, how is it being planned?

Yes, strategic plan in progress

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the Statue of *State of Illinois African American Employment Plan*:**

13. Does your institution currently have an African American Resource Center (AARC)? N

14. If your institution has an African American Resource Center (AARC), does the center have a Director or Coordinator that can help address the needs of African American students? N

15. Is the center Director/Coordinator African American? N

16. Does the center Director/Coordinator assist in the recruitment of African American students? N

17. Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students? N

18. For African American employees not part of the tenure system at your institution, are the following initiatives in place to help provide for promotion? If yes, please provide a dot point description of the initiative(s).

Employees with career ladder enhancement: N

na/

Self-development training: N

Other: N

Other: N

19. How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements?

College has hiring committee comprised of various personnel.... monitored by legal counsel

20. Please provide dot points of the results or plans of any studies or surveys your institution may have undertaken of monitoring success concerning the number of African American staff employed by your institution in the EEOC categories: Include a link to any longer documents.

**African American Employment Plan Survey (SB 3531/P.A. 96-1341)  
Fiscal Year 2012**

**Mc Henry County College**

**Public Act 96-1341** requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty, administrative staff, at State Colleges and Universities. This report is required as part of the larger State African American Employment Plan and the Bilingual Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American State employees and the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

1. As of June 30, 2012, provide the number of **African Americans employed** within each of the following EEOC categories:

8	Tenured Faculty/Executive/Administrative
3	Non-Tenured Faculty/Adjunct Faculty
2	Administrative Staff/Technicians
1	Professional Staff/Protective Service Workers
0	Office & Clerical/Para-professionals
1	Skilled Craft Workers
1	Service Maintenance
16	Total

2. As of June 30, 2012, provide the number of **funded positions** within each of the following EEOC categories:

131	Tenured Faculty/Executive/Administrative
344	Non-Tenured Faculty/Adjunct Faculty
32	Administrative Staff/Technicians
237	Professional Staff/Protective Service Workers
27	Office & Clerical/Para-professionals
1	Skilled Craft Workers
29	Service Maintenance
801	Total

3. As of June 30, 2012, provide total number of **Institution employees** that are not African American, include all full-time, part-time and LOA's: 785

4. As of June 30, 2012, provide the **utilization** for African Americans by category (numbers below represent a percent):

5	Tenured Faculty/Executive/Administrative
3	Non-Tenured Faculty/Adjunct Faculty
2	Administrative Staff/Technicians
0	Professional Staff/Protective Service Workers
-1	Office & Clerical/Para-professionals
-1	Skilled Craft Workers
0	Service Maintenance
8	Total

5. As of June 30, 2012, provide the number of faculty up for tenure at your institution:

15	Total that received tenure
0	Total that did not receive tenure
0	Total African American faculty that received tenure
0	Total African American that did not receive tenure

6. As of June 30, 2012, provide the number of faculty that separated or left the university (retired or resigned):

5	Total faculty that experienced separation from the university
1	Total African American faculty that experienced separation from the

7. What percentage of your community college employees are union?

More than 50 percent

8. Does your Institution provide budget allocations specifically for recruitment of African American faculty, administrators, or any level job category? If yes, provide FY 12 budget allocation for each of these Initiatives:

No - However, a percentage of both the Affirmative Action and Human Resources Recruitment budget was utilized to support and further African American Employment initiative efforts.

9. What steps has your Institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and EEO are complying with legislative mandates for the African American Employment Plan for Higher Education?

All communication and information regarding the African American Employment Plan directed to the Institution is forwarded to Human Resource Staff responsible for compliance. The executive level administrator overseeing the Office of Human Resources is provided status updates and information regarding compliance related activities.

10. Please provide recommendations for increasing the number of African American teaching/administrative staff.

Three key recommendations for increasing African American representation include: 1) Expand the usage of recruitment resources targeting the African American population and identify additional new resources. 2) Place a preference on hiring an African Amer. candidate and/or a candidate with related cultural experience when appropriate. 3) Charge current staff directly and indirectly involved in the recruitment process to engage in outreach efforts to attract candidates to apply for job opportunities at the college.

**List all activities your institution has undertaken that would help in the implementation of the State African American Employment Plan for Higher Education:**

11. Does your institution implement employment incentives to attract African American employees such as:

Internships: Y

Community Linkages: Y

Mentorship of a new African American Faculty: Y

Staff Employment Recruitment Plan: Y

Other: N

12. Is your institution developing strategies that would help meet the increasing numbers and need of African students and public that may want access to your institution; if so, how is it being planned?

Ongoing strategies to assist in access: 1) The institution is developing a 2-Year Equity, Inclusion, and Diversity Plan which includes strategies to help meet the need of African Amer. students, employees, and the public. 2) Increased outreach efforts to new African American students during student orientation occurring. 3) Involvement of students in planning and programming of Black History Month and related activities has resulted. 4) A focus on increasing Multicultural Program presence is in progress.

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the Statue of *State of Illinois African American Employment Plan*:**

13. Does your institution currently have an African American Resource Center (AARC)? Y

14. If your institution has an African American Resource Center (AARC), does the center have a Director or Coordinator that can help address the needs of African American students? Y

15. Is the center Director/Coordinator African American? N

16. Does the center Director/Coordinator assist in the recruitment of African American students? Y

17. Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students? Y

18. For African American employees not part of the tenure system at your institution, are the following initiatives in place to help provide for promotion? If yes, please provide a dot point description of the initiative(s).

Employees with career ladder enhancement: Y

African American employees may elect to participate in the College's Mentoring Program. The objective of the program is to assist employees with recognizing and pursuing professional development experience through a mentoring relationship.

Self-development training: Y

Self-development training is provided by the Professional Development Dept. and available to all employees.

Other: Y

Professional Development benefits to include a Tuition Fee Waiver to employees for MCC credit courses and Tuition Reimbursement for books, misc. fees and course work taken at other institutions is available for employees.

Other: Y

To encourage professional development and cultivate internal talent, MCC offers an incentive. This incentive is an employee benefit. Employees are eligible for a salary adjustment of \$1,200 to \$1,400 upon completion of fifteen (15) college credit hours or equivalent.

19. How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements?

Compliance responsibility has been assigned to accountable Human Resources Administration.

20. Please provide dot points of the results or plans of any studies or surveys your institution may have undertaken of monitoring success concerning the number of African American staff employed by your institution in the EEOC categories: Include a link to any longer documents.

1) Feedback from Search Committee Member evaluation forms for FY 2012 indicate the hiring process is diligent in adhering to the Affirmative Action Program initiatives in place to further progress to increase the number of African American staff employed. 2) Results of McHenry County Demographics indicate 1.3% of the population is African American. 3) The number of Faculty/Official and Manager positions at MCC increased by more than 100%. 4) 2% of New Hires (non-adjunct) for FY 2012 were African American. 5) African Americans submitted 20% of the applications submitted for position vacancies in FY2012.

**African American Employment Plan Survey (SB 3531/P.A. 96-1341)  
Fiscal Year 2012**

**Moraine Valley Community College**

**Public Act 96-1341** requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty, administrative staff, at State Colleges and Universities. This report is required as part of the larger State African American Employment Plan and the Bilingual Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American State employees and the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

1. As of June 30, 2012, provide the number of **African Americans employed** within each of the following EEOC categories:

14	Tenured Faculty/Executive/Administrative
48	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
32	Professional Staff/Protective Service Workers
13	Office & Clerical/Para-professionals
0	Skilled Craft Workers
6	Service Maintenance
113	Total

2. As of June 30, 2012, provide the number of **funded positions** within each of the following EEOC categories:

176	Tenured Faculty/Executive/Administrative
829	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
324	Professional Staff/Protective Service Workers
201	Office & Clerical/Para-professionals
0	Skilled Craft Workers
78	Service Maintenance
1608	Total

3. As of June 30, 2012, provide total number of **Institution employees** that are not African American, include all full-time, part-time and LOA's: 1495

4. As of June 30, 2012, provide the **utilization** for African Americans by category (numbers below represent a percent):

-2	Tenured Faculty/Executive/Administrative
-5	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
0	Professional Staff/Protective Service Workers
-4	Office & Clerical/Para-professionals
0	Skilled Craft Workers
-3	Service Maintenance
-14	Total

5. As of June 30, 2012, provide the number of faculty up for tenure at your institution:

9	Total that received tenure
0	Total that did not receive tenure
2	Total African American faculty that received tenure
0	Total African American that did not receive tenure

6. As of June 30, 2012, provide the number of faculty that separated or left the university (retired or resigned):

12	Total faculty that experienced separation from the university
0	Total African American faculty that experienced separation from the

7. What percentage of your community college employees are union?

Less than 50 percent

8. Does your Institution provide budget allocations specifically for recruitment of African American faculty, administrators, or any level job category? If yes, provide FY 12 budget allocation for each of these Initiatives:

The college does allocate a specific budget for the recruitment of African American employees at all job categories. These activities include attendance at career fairs, advertisement, and others. Budget allocated for FY12 was \$2,600.00

9. What steps has your Institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and EEO are complying with legislative mandates for the African American Employment Plan for Higher Education?

The College conducts annual faculty search committee training prior to the start of the recruitment process. Search committees are composed of diverse members. There is continuous human resources involvement during the recruitment and hiring process to ensure compliance.

10. Please provide recommendations for increasing the number of African American teaching/administrative staff.

Increase recruiting efforts within African American communities.

**List all activities your institution has undertaken that would help in the implementation of the State African American Employment Plan for Higher Education:**

11. Does your institution implement employment incentives to attract African American employees such as:

Internships: Y

Community Linkages: Y

Mentorship of a new African American Faculty: Y

Staff Employment Recruitment Plan: Y

Other: N

N/A

12. Is your institution developing strategies that would help meet the increasing numbers and need of African students and public that may want access to your institution; if so, how is it being planned?

Yes. Recruitment participation in diversity career fairs. Diversity & Inclusion Community Dialogue with representatives from the 26 communities we serve. Celebration of Black History month with students, faculty, staff and the community. Mentors provided for new faculty and staff. Training and development courses are offered through the Center for Teaching and Learning where faculty and staff may self-enroll to learn specific retention strategies for students. Required diversity training session for all new hires. Job shadow day with students from Education Talent Search (Trio) program. These outreach activities are a collaboration of student development, academic services, and human resources to address the diverse needs of our students attending the college and to strengthen retention of the students.

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the Statue of *State of Illinois African American Employment Plan*:**

13. Does your institution currently have an African American Resource Center (AARC)? Y

14. If your institution has an African American Resource Center (AARC), does the center have a Director or Coordinator that can help address the needs of African American students? Y

15. Is the center Director/Coordinator African American? Y

16. Does the center Director/Coordinator assist in the recruitment of African American students? Y

17. Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students? N

18. For African American employees not part of the tenure system at your institution, are the following initiatives in place to help provide for promotion? If yes, please provide a dot point description of the initiative(s).

Employees with career ladder enhancement: N

Employees outside the tenure process are required to apply and interview for advanced employment opportunities at the College. Internal employees undergo the same process as external candidates for positions. If an internal employee is selected after the recruitment and hiring process, they are reclassified.

Self-development training: Y

Training and development courses are offered through the Center for Teaching and Learning where faculty and staff may self-enroll to enhance their personal and professional development. The college has a required annual Learning College day dedicated specifically to development.

Other: N

N/A

Other: N

N/A

19. How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements?

Human Resources reviews all hires and reclassifications. The College conducts annual faculty search committee training prior to the start of the recruitment process. Search committees are composed of diverse members. There is continuous human resources involvement during the recruitment and hiring process to ensure compliance.

20. Please provide dot points of the results or plans of any studies or surveys your institution may have undertaken of monitoring success concerning the number of African American staff employed by your institution in the EEOC categories: Include a link to any longer documents.

While the college does not have a specific African American recruiter, the college does have employees in other areas in which recruitment is part of their responsibility. These employees do frequent recruitment events interacting with the students and parents.

**African American Employment Plan Survey (SB 3531/P.A. 96-1341)  
Fiscal Year 2012**

**Morton College**

**Public Act 96-1341** requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty, administrative staff, at State Colleges and Universities. This report is required as part of the larger State African American Employment Plan and the Bilingual Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American State employees and the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

1. As of June 30, 2012, provide the number of **African Americans employed** within each of the following EEOC categories:

0	Tenured Faculty/Executive/Administrative
25	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
1	Professional Staff/Protective Service Workers
6	Office & Clerical/Para-professionals
0	Skilled Craft Workers
1	Service Maintenance
33	Total

2. As of June 30, 2012, provide the number of **funded positions** within each of the following EEOC categories:

17	Tenured Faculty/Executive/Administrative
318	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
15	Professional Staff/Protective Service Workers
134	Office & Clerical/Para-professionals
0	Skilled Craft Workers
46	Service Maintenance
530	Total

3. As of June 30, 2012, provide total number of **Institution employees** that are not African American, include all full-time, part-time and LOA's: 497

4. As of June 30, 2012, provide the **utilization** for African Americans by category (numbers below represent a percent):

0	Tenured Faculty/Executive/Administrative
0	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
0	Professional Staff/Protective Service Workers
0	Office & Clerical/Para-professionals
0	Skilled Craft Workers
0	Service Maintenance
0	Total

5. As of June 30, 2012, provide the number of faculty up for tenure at your institution:

0	Total that received tenure
0	Total that did not receive tenure
0	Total African American faculty that received tenure
0	Total African American that did not receive tenure

6. As of June 30, 2012, provide the number of faculty that separated or left the university (retired or resigned):

3	Total faculty that experienced separation from the university
0	Total African American faculty that experienced separation from the

7. What percentage of your community college employees are union?

More than 50 percent

8. Does your Institution provide budget allocations specifically for recruitment of African American faculty, administrators, or any level job category? If yes, provide FY 12 budget allocation for each of these Initiatives:

No

9. What steps has your Institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and EEO are complying with legislative mandates for the African American Employment Plan for Higher Education?

EEO guidelines and procedures

10. Please provide recommendations for increasing the number of African American teaching/administrative staff.

Continued state support of operating budget

**List all activities your institution has undertaken that would help in the implementation of the State African American Employment Plan for Higher Education:**

11. Does your institution implement employment incentives to attract African American employees such as:

Internships: N

Community Linkages: N

Mentorship of a new African American Faculty: N

Staff Employment Recruitment Plan: N

Other: N

12. Is your institution developing strategies that would help meet the increasing numbers and need of African students and public that may want access to your institution; if so, how is it being planned?

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the Statue of *State of Illinois African American Employment Plan*:**

13. Does your institution currently have an African American Resource Center (AARC)? N

14. If your institution has an African American Resource Center (AARC), does the center have a Director or Coordinator that can help address the needs of African American students? N

15. Is the center Director/Coordinator African American? N

16. Does the center Director/Coordinator assist in the recruitment of African American students? N

17. Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students? Y

18. For African American employees not part of the tenure system at your institution, are the following initiatives in place to help provide for promotion? If yes, please provide a dot point description of the initiative(s).

Employees with career ladder enhancement: Y

Budget for professional development and by Collective Bargaining Agreement

Self-development training: Y

Budget for professional development and by Collective Bargaining Agreement

Other: N

Other: N

19. How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements?

Following EEOC guidelines and Collective Bargaining Agreement

20. Please provide dot points of the results or plans of any studies or surveys your institution may have undertaken of monitoring success concerning the number of African American staff employed by your institution in the EEOC categories: Include a link to any longer documents.

Annual fact sheet with employee figures disaggregated by race/ethnicity

**African American Employment Plan Survey (SB 3531/P.A. 96-1341)  
Fiscal Year 2012**

**Oakton Community College**

**Public Act 96-1341** requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty, administrative staff, at State Colleges and Universities. This report is required as part of the larger State African American Employment Plan and the Bilingual Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American State employees and the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

1. As of June 30, 2012, provide the number of **African Americans employed** within each of the following EEOC categories:

8	Tenured Faculty/Executive/Administrative
19	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
14	Professional Staff/Protective Service Workers
8	Office & Clerical/Para-professionals
0	Skilled Craft Workers
20	Service Maintenance
69	Total

2. As of June 30, 2012, provide the number of **funded positions** within each of the following EEOC categories:

171	Tenured Faculty/Executive/Administrative
683	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
178	Professional Staff/Protective Service Workers
147	Office & Clerical/Para-professionals
0	Skilled Craft Workers
80	Service Maintenance
1259	Total

3. As of June 30, 2012, provide total number of **Institution employees** that are not African American, include all full-time, part-time and LOA's: 1190

4. As of June 30, 2012, provide the **utilization** for African Americans by category (numbers below represent a percent):

0	Tenured Faculty/Executive/Administrative
-2	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
-3	Professional Staff/Protective Service Workers
1	Office & Clerical/Para-professionals
0	Skilled Craft Workers
20	Service Maintenance
16	Total

5. As of June 30, 2012, provide the number of faculty up for tenure at your institution:

6	Total that received tenure
0	Total that did not receive tenure
1	Total African American faculty that received tenure
0	Total African American that did not receive tenure

6. As of June 30, 2012, provide the number of faculty that separated or left the university (retired or resigned):

17	Total faculty that experienced separation from the university
0	Total African American faculty that experienced separation from the

7. What percentage of your community college employees are union?

More than 50 percent

8. Does your Institution provide budget allocations specifically for recruitment of African American faculty, administrators, or any level job category? If yes, provide FY 12 budget allocation for each of these Initiatives:

Recruitment activities are placed into general budget lines. There is no specific budget allocation set aside for the recruitment of African Americans. Oakton has spent \$14,593 on print ads placed in Diverse Issues in Higher Education and on job postings which were placed on the website of organizations focused on African Americans diversityemployers.com (formerly imdiversity.com) and hbcuconnect.com, the online arm of the Historically Black Colleges and Universities.

9. What steps has your Institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and EEO are complying with legislative mandates for the African American Employment Plan for Higher Education?

Steps undertaken, as described in Oakton's current Affirmative Action Plan, would entail:

- The College's Affirmative Action Plan is found in the libraries of each campus, as well as in the President's Office. A copy of the Affirmative Action Plan is distributed to each administrator on an annual basis.
- An annual meeting is convened by the AVP for Human Resources with the entire College administration to explain the intent of the Affirmative Action Plan and to reiterate the College's commitment to equal opportunity and affirmative action. Recruitment goals are discussed and roles determined in assisting the College in meeting the responsibilities to provide equal employment opportunities and our commitment to be an affirmative action employer.

- Maintain a deliberate and continuous effort in complying with the College's Equal Employment Opportunity/Affirmative Action Program.
  - Provide training and professional development activities to encourage the review/establishment of policies and processes to support the creation of a positive culture for recruiting and retaining African American administrators, faculty and staff.
  - The College will continue to conduct national and regional searches as a means to fill all administrative and full time faculty openings.
  - The College will advertise in media targeted to African Americans. Media will include print publications and Internet postings on employment sites focused on African Americans.
  - All positions will be listed with the Illinois Job Service.
  - Continue receiving the Directory of Graduates from the Illinois Board of Higher Education as part of the Diversifying Higher Education Faculty in Illinois initiative. Continue sending notice of openings to qualified applicants for openings that we have at that time.
  - Human Resources professionals will attend affirmative action related seminars and workshops on a regular basis.
  - Human Resources has developed and presented a workshop for search committee members on diversity sensitivity and effective interviewing issues. Attendees are certified as able to serve on search committees.
  - The AVP of Human Resources (or the appropriate HR professional staff) will continue to meet with all search committees prior to applicant review to ensure compliance with all Equal Employment Opportunity laws and address Affirmative Action issues.
  - Applicant flow and selection data will continue to be reviewed and areas of concern will be discussed with the appropriate Vice President."
  - The College will base all selection, compensation, promotion, development activities and all other employment decisions solely on performance and/or qualification; activities to be administered without discrimination.
10. Please provide recommendations for increasing the number of African American teaching/administrative staff.
- Conduct broad, wide, and deep searches for applicants of African American backgrounds, including sourcing publications, websites and community groups with ties to the African American communities in the Oakton district and Chicago metropolitan areas...
  - Clearly explain the intent of the Affirmative Action Plan and reiterate the commitment to equal employment opportunity and affirmative action with all college administrators.
  - Clearly communicate commitments to affirmative action and employment goals to each search committee.
  - Have supervising administrators set clear directions and charges to each search committee.
  - Monitor the activities and progress of search committees and supervising administrators.
  - Maintain a welcoming environment so that individuals from demographic groups other than Caucasian desire employment with the College accept employment offers, are retained by the College, and willingly assist the College in broadening the selection pool of applicants.

**List all activities your institution has undertaken that would help in the implementation of the State African American Employment Plan for Higher Education:**

11. Does your institution implement employment incentives to attract African American employees such as:
- Internships: N
- Community Linkages: N
- Mentorship of a new African American Faculty: Y
- Staff Employment Recruitment Plan: N

Other: N

12. Is your institution developing strategies that would help meet the increasing numbers and need of African students and public that may want access to your institution; if so, how is it being planned?

A recruitment specialist that works with prospective students in the part of our district that has a large population of Students of color: We have an Assistant VP for Access, Equity and Diversity and a coordinator who will work to make sure that students of color receive access and support to be successful at the College. The College's Student Success Plan is written to provide access and support to all of our students (which includes students of color)

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the Statue of *State of Illinois African American Employment Plan*:**

13. Does your institution currently have an African American Resource Center (AARC)? N

14. If your institution has an African American Resource Center (AARC), does the center have a Director or Coordinator that can help address the needs of African American students? N

15. Is the center Director/Coordinator African American? N

16. Does the center Director/Coordinator assist in the recruitment of African American students? N

17. Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students? Y

18. For African American employees not part of the tenure system at your institution, are the following initiatives in place to help provide for promotion? If yes, please provide a dot point description of the initiative(s).

Employees with career ladder enhancement: N

Self-development training: Y

Other: N

Other: N

19. How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements?

The College is not subject to the mandate of the Hiring and Promotion requirements. However, the College's commitment to affirmative action and equal employment opportunity is stressed to each search committee. The supervising administrator's charges and directions to each search committee reinforce the College's commitment. College wide recruitment and employment goals are given to the search committee. Activities subsequently undertaken by the search committees and supervising administrators are monitored by the Associate Vice President for Human Resources. Since the Fall of 2009 Human Resources has required staff selection training for all professional staff positions. In this training there is a focus on cultural competencies/diversity and the College's affirmative action plan.

20. Please provide dot points of the results or plans of any studies or surveys your institution may have undertaken of monitoring success concerning the number of African American staff employed by your institution in the EEOC categories: Include a link to any longer documents.

African Americans: Comprise 4.9% of the District's population; Comprise 6% of the Oakton student body; Comprise 8.5% of the College's workforce

**African American Employment Plan Survey (SB 3531/P.A. 96-1341)  
Fiscal Year 2012**

**Parkland College**

**Public Act 96-1341** requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty, administrative staff, at State Colleges and Universities. This report is required as part of the larger State African American Employment Plan and the Bilingual Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American State employees and the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

1. As of June 30, 2012, provide the number of **African Americans employed** within each of the following EEOC categories:

11	Tenured Faculty/Executive/Administrative
19	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
40	Professional Staff/Protective Service Workers
7	Office & Clerical/Para-professionals
0	Skilled Craft Workers
12	Service Maintenance
89	Total

2. As of June 30, 2012, provide the number of **funded positions** within each of the following EEOC categories:

213	Tenured Faculty/Executive/Administrative
513	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
495	Professional Staff/Protective Service Workers
78	Office & Clerical/Para-professionals
0	Skilled Craft Workers
60	Service Maintenance
1359	Total

3. As of June 30, 2012, provide total number of **Institution employees** that are not African American, include all full-time, part-time and LOA's: 1270

4. As of June 30, 2012, provide the **utilization** for African Americans by category (numbers below represent a percent):

-4	Tenured Faculty/Executive/Administrative
-5	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
-1	Professional Staff/Protective Service Workers
0	Office & Clerical/Para-professionals
0	Skilled Craft Workers
11	Service Maintenance
1	Total

5. As of June 30, 2012, provide the number of faculty up for tenure at your institution:

6	Total that received tenure
0	Total that did not receive tenure
1	Total African American faculty that received tenure
0	Total African American that did not receive tenure

6. As of June 30, 2012, provide the number of faculty that separated or left the university (retired or resigned):

5	Total faculty that experienced separation from the university
0	Total African American faculty that experienced separation from the

7. What percentage of your community college employees are union?

More than 50 percent

8. Does your Institution provide budget allocations specifically for recruitment of African American faculty, administrators, or any level job category? If yes, provide FY 12 budget allocation for each of these Initiatives:

No

9. What steps has your Institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and EEO are complying with legislative mandates for the African American Employment Plan for Higher Education?

Parkland College has a rigorous internal EEO policy that, while not specifically tailored to address the referenced legislative mandates, effectively does so. Parkland College makes concerted efforts to recruit and hire traditionally under-represented groups.

10. Please provide recommendations for increasing the number of African American teaching/administrative staff.

Recruit with local and national African American professional organizations; Communicate employment opportunities to local African American leaders; Communicate employment opportunities to other websites and venues to draw in a diverse pool of applicants.

**List all activities your institution has undertaken that would help in the implementation of the State African American Employment Plan for Higher Education:**

11. Does your institution implement employment incentives to attract African American employees such as:

Internships: N  
 Community Linkages: N  
 Mentorship of a new African American Faculty: N  
 Staff Employment Recruitment Plan: N  
 Other: N

12. Is your institution developing strategies that would help meet the increasing numbers and need of African students and public that may want access to your institution; if so, how is it being planned?

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the Statue of *State of Illinois African American Employment Plan*:**

13. Does your institution currently have an African American Resource Center (AARC)? N

14. If your institution has an African American Resource Center (AARC), does the center have a Director or Coordinator that can help address the needs of African American students? N

15. Is the center Director/Coordinator African American? N

16. Does the center Director/Coordinator assist in the recruitment of African American students? N

17. Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students? N

18. For African American employees not part of the tenure system at your institution, are the following initiatives in place to help provide for promotion? If yes, please provide a dot point description of the initiative(s).

Employees with career ladder enhancement: N

Self-development training: N

Other: N

Other: N

19. How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements?

See #9 above. Additionally, we train several employees throughout the College to serve as EEO representatives on search committees. EEO representatives work with Hiring Managers to making sure advertising, recruitment, applicant screening, etc., is acceptable.

20. Please provide dot points of the results or plans of any studies or surveys your institution may have undertaken of monitoring success concerning the number of African American staff employed by your institution in the EEOC categories: Include a link to any longer documents.

No studies have been completed at this time.

**African American Employment Plan Survey (SB 3531/P.A. 96-1341)  
Fiscal Year 2012**

**Prairie State College**

**Public Act 96-1341** requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty, administrative staff, at State Colleges and Universities. This report is required as part of the larger State African American Employment Plan and the Bilingual Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American State employees and the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

1. As of June 30, 2012, provide the number of **African Americans employed** within each of the following EEOC categories:

14	Tenured Faculty/Executive/Administrative
113	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
55	Professional Staff/Protective Service Workers
32	Office & Clerical/Para-professionals
0	Skilled Craft Workers
9	Service Maintenance
223	Total

2. As of June 30, 2012, provide the number of **funded positions** within each of the following EEOC categories:

90	Tenured Faculty/Executive/Administrative
408	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
144	Professional Staff/Protective Service Workers
107	Office & Clerical/Para-professionals
0	Skilled Craft Workers
36	Service Maintenance
785	Total

3. As of June 30, 2012, provide total number of **Institution employees** that are not African American, include all full-time, part-time and LOA's: 562

4. As of June 30, 2012, provide the **utilization** for African Americans by category (numbers below represent a percent):

-35	Tenured Faculty/Executive/Administrative
-23	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
-12	Professional Staff/Protective Service Workers
-20	Office & Clerical/Para-professionals
0	Skilled Craft Workers
-25	Service Maintenance
-115	Total

5. As of June 30, 2012, provide the number of faculty up for tenure at your institution:

6	Total that received tenure
0	Total that did not receive tenure
0	Total African American faculty that received tenure
0	Total African American that did not receive tenure

6. As of June 30, 2012, provide the number of faculty that separated or left the university (retired or resigned):

4	Total faculty that experienced separation from the university
1	Total African American faculty that experienced separation from the

7. What percentage of your community college employees are union?

More than 50 percent

8. Does your Institution provide budget allocations specifically for recruitment of African American faculty, administrators, or any level job category? If yes, provide FY 12 budget allocation for each of these Initiatives:

Included in general recruitment budget

9. What steps has your Institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and EEO are complying with legislative mandates for the African American Employment Plan for Higher Education?

Post positions in Blacks in Higher Ed and Journal of Black Administrators. AAO reviews all steps of the hiring process.

10. Please provide recommendations for increasing the number of African American teaching/administrative staff.

Further outreach into the African American community

**List all activities your institution has undertaken that would help in the implementation of the State African American Employment Plan for Higher Education:**

11. Does your institution implement employment incentives to attract African American employees such as:

Internships: N

Community Linkages: Y

Mentorship of a new African American Faculty: Y

Staff Employment Recruitment Plan: Y

Other: N

12. Is your institution developing strategies that would help meet the increasing numbers and need of African students and public that may want access to your institution; if so, how is it being planned?

Yes, through our Strategic Planning Process

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the Statue of *State of Illinois African American Employment Plan*:**

13. Does your institution currently have an African American Resource Center (AARC)? Y

14. If your institution has an African American Resource Center (AARC), does the center have a Director or Coordinator that can help address the needs of African American students? Y

15. Is the center Director/Coordinator African American? Y

16. Does the center Director/Coordinator assist in the recruitment of African American students? Y

17. Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students? Y

18. For African American employees not part of the tenure system at your institution, are the following initiatives in place to help provide for promotion? If yes, please provide a dot point description of the initiative(s).

Employees with career ladder enhancement: N

Self-development training: Y

Other: Y

External development opportunities

Other: N

19. How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements?

AAO is monitoring all recruiting and hiring steps.

20. Please provide dot points of the results or plans of any studies or surveys your institution may have undertaken of monitoring success concerning the number of African American staff employed by your institution in the EEOC categories: Include a link to any longer documents.

**African American Employment Plan Survey (SB 3531/P.A. 96-1341)  
Fiscal Year 2012**

**Rend Lake College**

**Public Act 96-1341** requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty, administrative staff, at State Colleges and Universities. This report is required as part of the larger State African American Employment Plan and the Bilingual Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American State employees and the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

1. As of June 30, 2012, provide the number of **African Americans employed** within each of the following EEOC categories:

1	Tenured Faculty/Executive/Administrative
2	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
3	Professional Staff/Protective Service Workers
0	Office & Clerical/Para-professionals
0	Skilled Craft Workers
1	Service Maintenance
7	Total

2. As of June 30, 2012, provide the number of **funded positions** within each of the following EEOC categories:

80	Tenured Faculty/Executive/Administrative
205	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
154	Professional Staff/Protective Service Workers
37	Office & Clerical/Para-professionals
0	Skilled Craft Workers
58	Service Maintenance
534	Total

3. As of June 30, 2012, provide total number of **Institution employees** that are not African American, include all full-time, part-time and LOA's: 527

4. As of June 30, 2012, provide the **utilization** for African Americans by category (numbers below represent a percent):

-4	Tenured Faculty/Executive/Administrative
-5	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
-4	Professional Staff/Protective Service Workers
-6	Office & Clerical/Para-professionals
0	Skilled Craft Workers
-4	Service Maintenance
-23	Total

5. As of June 30, 2012, provide the number of faculty up for tenure at your institution:

7	Total that received tenure
0	Total that did not receive tenure
0	Total African American faculty that received tenure
0	Total African American that did not receive tenure

6. As of June 30, 2012, provide the number of faculty that separated or left the university (retired or resigned):

0	Total faculty that experienced separation from the university
0	Total African American faculty that experienced separation from the

7. What percentage of your community college employees are union?

Less than 50 percent

8. Does your Institution provide budget allocations specifically for recruitment of African American faculty, administrators, or any level job category? If yes, provide FY 12 budget allocation for each of these Initiatives:

We do not have a special budget set-up; however, a proportionate amount of the college advertising dollars are spent trying to advertise in all employment outlets in the surrounding communities.

9. What steps has your Institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and EEO are complying with legislative mandates for the African American Employment Plan for Higher Education?

All managers have been instructed and encouraged to carefully consider all minority applications. All new employees are made aware that all employees are to receive the same educational and promotional opportunities and that discrimination will not be tolerated.

10. Please provide recommendations for increasing the number of African American teaching/administrative staff.

The college offers dual credit classes in area high schools tuition free to try and make continuing education affordable and available to all high school students. We are hopeful that the more students that take advantage of this, the more apt they are to go on to a 4-year school and receive teaching/administrative degrees so that they are more confident in their abilities and will be more apt to apply for professional positions.

**List all activities your institution has undertaken that would help in the implementation of the State African American Employment Plan for Higher Education:**

11. Does your institution implement employment incentives to attract African American employees such as:

Internships: N

Community Linkages: N

Mentorship of a new African American Faculty: N

Staff Employment Recruitment Plan: Y

Other: N

12. Is your institution developing strategies that would help meet the increasing numbers and need of African students and public that may want access to your institution; if so, how is it being planned?

We offer a STARS program that helps with the transition into college for students whose parents were not college graduates by providing cultural experiences, tutoring and support in a caring environment. We also offer dual credit classes in area high schools tuition free to make higher education affordable and available. We are also increasing the number of online classes for students that may not have transportation. There is also public transportation available to campus.

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the Statue of *State of Illinois African American Employment Plan*:**

13. Does your institution currently have an African American Resource Center (AARC)? N

14. If your institution has an African American Resource Center (AARC), does the center have a Director or Coordinator that can help address the needs of African American students? N

15. Is the center Director/Coordinator African American? N

16. Does the center Director/Coordinator assist in the recruitment of African American students? N

17. Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students? N

18. For African American employees not part of the tenure system at your institution, are the following initiatives in place to help provide for promotion? If yes, please provide a dot point description of the initiative(s).

Employees with career ladder enhancement: N

We do not have a career ladder in place for any employees other than tenured faculty.

Self-development training: Y

All employees are encouraged to seek out training opportunities that would provide both self-development and professional development.

Other: Y

The college encourages mentoring opportunities within related fields.

Other: Y

There is some tuition reimbursement available for employees wishing to pursue higher level degrees.

19. How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements?

All hiring managers have been instructed to carefully consider all applications from African American applicants; however, the college receives only a few applications from African Americans despite our efforts to encourage them to apply.

20. Please provide dot points of the results or plans of any studies or surveys your institution may have undertaken of monitoring success concerning the number of African American staff employed by your institution in the EEOC categories: Include a link to any longer documents.

Not Applicable. Due to a small number of African American employees, there would not be enough data to provide a meaningful study.

**African American Employment Plan Survey (SB 3531/P.A. 96-1341)  
Fiscal Year 2012**

**Richland Community College**

**Public Act 96-1341** requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty, administrative staff, at State Colleges and Universities. This report is required as part of the larger State African American Employment Plan and the Bilingual Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American State employees and the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

- As of June 30, 2012, provide the number of **African Americans employed** within each of the following EEOC categories:

9	Tenured Faculty/Executive/Administrative
9	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
5	Professional Staff/Protective Service Workers
4	Office & Clerical/Para-professionals
0	Skilled Craft Workers
0	Service Maintenance
27	Total

- As of June 30, 2012, provide the number of **funded positions** within each of the following EEOC categories:

118	Tenured Faculty/Executive/Administrative
182	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
76	Professional Staff/Protective Service Workers
55	Office & Clerical/Para-professionals
0	Skilled Craft Workers
6	Service Maintenance
437	Total

- As of June 30, 2012, provide total number of **Institution employees** that are not African American, include all full-time, part-time and LOA's: 410

4. As of June 30, 2012, provide the **utilization** for African Americans by category (numbers below represent a percent):

-5	Tenured Faculty/Executive/Administrative
-8	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
-6	Professional Staff/Protective Service Workers
-5	Office & Clerical/Para-professionals
-13	Skilled Craft Workers
0	Service Maintenance
-37	Total

5. As of June 30, 2012, provide the number of faculty up for tenure at your institution:

1	Total that received tenure
0	Total that did not receive tenure
0	Total African American faculty that received tenure
0	Total African American that did not receive tenure

6. As of June 30, 2012, provide the number of faculty that separated or left the university (retired or resigned):

8	Total faculty that experienced separation from the university
0	Total African American faculty that experienced separation from the

7. What percentage of your community college employees are union?

Less than 50 percent

8. Does your Institution provide budget allocations specifically for recruitment of African American faculty, administrators, or any level job category? If yes, provide FY 12 budget allocation for each of these Initiatives:

Budget resources are allocated for recruitment of African American faculty for associated employment initiatives.  
Budget resources are not specifically separated from the total Advertising and Recruitment budgets.

9. What steps has your Institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and EEO are complying with legislative mandates for the African American Employment Plan for Higher Education?

Search Committees are formed at the College to assist with the recruiting efforts, and to review and select employment candidates. All search committee members participate in the College's Diversity in Hiring training before serving on a College Search Committee. All search committee members participate in a procedural review prior to the start of any individual search, which includes reinforcement of the College's commitment to diversity, and the committee's role in supporting this objective.

10. Please provide recommendations for increasing the number of African American teaching/administrative staff.  
Employment opportunities are posted internally. Using the College website, job opportunities are made available to College employees and students; including minority, protected class, and members of potentially under-represented groups. The opportunity for Career Options communications and discussions for all employees is also built into the College's Performance Evaluation processes. Career development opportunities made available to employees include Foundation Funds available to support career development, an attractive tuition reimbursement benefit,

and ongoing professional development and training offerings. External recruitment efforts routinely include solicitations to the Decatur Black Chamber of Commerce and the NAACP Decatur Branch. Depending on the employment opportunity, other outreach efforts might include the Higher Ed.com Affirmative Action diversity supplement, Minority Nurse.com, MinorityNetwork.com, and illinoisdiversity.com. To optimize the selection process, the designated search committee will typically include a minority representative to assist with recruiting ideas and help maintain fair consideration standards. Job announcement communications include our statements regarding the College's commitment to diversity, an affirmative invitation directed to members of potentially under-represented groups, and a non-discrimination statement.

**List all activities your institution has undertaken that would help in the implementation of the State African American Employment Plan for Higher Education:**

11. Does your institution implement employment incentives to attract African American employees such as:

Internships: N

Community Linkages: Y

Mentorship of a new African American Faculty: Y

Staff Employment Recruitment Plan: Y

Other: N

12. Is your institution developing strategies that would help meet the increasing numbers and need of African students and public that may want access to your institution; if so, how is it being planned?

Richland Community College's mission, vision, and Core Values focus on student success. Faculty and staff work together to develop programs and services that meet the needs of a diverse student population.

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the Statute of *State of Illinois African American Employment Plan*:**

13. Does your institution currently have an African American Resource Center (AARC)? N

14. If your institution has an African American Resource Center (AARC), does the center have a Director or Coordinator that can help address the needs of African American students? N

15. Is the center Director/Coordinator African American? N

16. Does the center Director/Coordinator assist in the recruitment of African American students? N

17. Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students? Y

18. For African American employees not part of the tenure system at your institution, are the following initiatives in place to help provide for promotion? If yes, please provide a dot point description of the initiative(s).

Employees with career ladder enhancement: Y

The opportunity for Career Options communications and discussions for all employees is also built into the College's Performance Evaluation processes.

Self-development training: Y

Career development opportunities made available to employees include Foundation Funds available to support career development, an attractive tuition reimbursement benefit, and ongoing professional development and training offerings.

Other: N

Other: N

19. How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements?

The employment process at the College includes the tracking of applicants, interviewees, job offers, and acceptances by minority and gender status. All regular full-time hire recommendations are reviewed by the appropriate Vice President, Human Resources Director, and College President.

20. Please provide dot points of the results or plans of any studies or surveys your institution may have undertaken of monitoring success concerning the number of African American staff employed by your institution in the EEOC categories: Include a link to any longer documents.

Employee population summaries by race are reviewed at least annually. Employee transaction information (hires, promotions, demotions, terminations) are reviewed annually.

**African American Employment Plan Survey (SB 3531/P.A. 96-1341)  
Fiscal Year 2012**

**Rock Valley College**

**Public Act 96-1341** requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty, administrative staff, at State Colleges and Universities. This report is required as part of the larger State African American Employment Plan and the Bilingual Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American State employees and the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

1. As of June 30, 2012, provide the number of **African Americans employed** within each of the following EEOC categories:

8	Tenured Faculty/Executive/Administrative
6	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
19	Professional Staff/Protective Service Workers
10	Office & Clerical/Para-professionals
0	Skilled Craft Workers
3	Service Maintenance
46	Total

2. As of June 30, 2012, provide the number of **funded positions** within each of the following EEOC categories:

174	Tenured Faculty/Executive/Administrative
332	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
140	Professional Staff/Protective Service Workers
166	Office & Clerical/Para-professionals
0	Skilled Craft Workers
26	Service Maintenance
838	Total

3. As of June 30, 2012, provide total number of **Institution employees** that are not African American, include all full-time, part-time and LOA's: 792

4. As of June 30, 2012, provide the **utilization** for African Americans by category (numbers below represent a percent):

8	Tenured Faculty/Executive/Administrative
9	Non-Tenured Faculty/Adjunct Faculty
9	Administrative Staff/Technicians
7	Professional Staff/Protective Service Workers
8	Office & Clerical/Para-professionals
9	Skilled Craft Workers
9	Service Maintenance
59	Total

5. As of June 30, 2012, provide the number of faculty up for tenure at your institution:

5	Total that received tenure
0	Total that did not receive tenure
0	Total African American faculty that received tenure
0	Total African American that did not receive tenure

6. As of June 30, 2012, provide the number of faculty that separated or left the university (retired or resigned):

11	Total faculty that experienced separation from the university
0	Total African American faculty that experienced separation from the

7. What percentage of your community college employees are union?

Less than 50 percent

8. Does your Institution provide budget allocations specifically for recruitment of African American faculty, administrators, or any level job category? If yes, provide FY 12 budget allocation for each of these Initiatives:

NA

9. What steps has your Institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and EEO are complying with legislative mandates for the African American Employment Plan for Higher Education?

Some of the steps our institution has taken to help employ African Americans are as follows: the recruiter meets with all search committee members to explain the hiring selection process along with the College's diversity initiative plan. We require a diverse search committee as well as a diverse pool of applicants for each vacant position. This is accomplished through the recruiter who forwards all self-identified qualified African American applicants to the search committee chair for review. The search committee is responsible for submitting a matrix and a job applicant summary which reflects how the committee decided on who they would interview and ultimately hire.

10. Please provide recommendations for increasing the number of African American teaching/administrative staff. We will continue to look for more diverse venues to advertise our vacant position that directly market to the African American population both nationally and locally. Lastly, we will continue our efforts to reach- out to our current staff asking for their help, support and ideas on the different venues (boards they may serve on, agencies etc.) we can possibly tap, to increase our African American employment recruitment efforts.

**List all activities your institution has undertaken that would help in the implementation of the State African American Employment Plan for Higher Education:**

11. Does your institution implement employment incentives to attract African American employees such as:

Internships: N

Community Linkages: N

Mentorship of a new African American Faculty: Y

Staff Employment Recruitment Plan: N

Other: N

African American employees on the tenure track are provided a mentor to help them with this process.

12. Is your institution developing strategies that would help meet the increasing numbers and need of African students and public that may want access to your institution; if so, how is it being planned?

We have focused efforts to reach out to the students of color through community-based organizations and churches. We also have several student support services for students of color once they become students. (e.g., Intercultural Student Services office, Life Coaches, Mentoring).

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the Statute of *State of Illinois African American Employment Plan*:**

13. Does your institution currently have an African American Resource Center (AARC)? N

14. If your institution has an African American Resource Center (AARC), does the center have a Director or Coordinator that can help address the needs of African American students? N

15. Is the center Director/Coordinator African American? N

16. Does the center Director/Coordinator assist in the recruitment of African American students? N

17. Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students? N

18. For African American employees not part of the tenure system at your institution, are the following initiatives in place to help provide for promotion? If yes, please provide a dot point description of the initiative(s).

Employees with career ladder enhancement: N

NA

Self-development training: Y

Employees are offered twice a year, professional development opportunities in addition to interdepartmental training opportunities.

Other: N

NA

Other: N

NA

19. How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements?

By continuing to educate our employees on our diversity initiatives, policies and procedures pertaining to the hiring practices.

20. Please provide dot points of the results or plans of any studies or surveys your institution may have undertaken of monitoring success concerning the number of African American staff employed by your institution in the EEOC categories: Include a link to any longer documents.

NA

**African American Employment Plan Survey (SB 3531/P.A. 96-1341)  
Fiscal Year 2012**

**Carl Sandburg College**

**Public Act 96-1341** requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty, administrative staff, at State Colleges and Universities. This report is required as part of the larger State African American Employment Plan and the Bilingual Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American State employees and the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

1. As of June 30, 2012, provide the number of **African Americans employed** within each of the following EEOC categories:

0	Tenured Faculty/Executive/Administrative
4	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
7	Professional Staff/Protective Service Workers
1	Office & Clerical/Para-professionals
0	Skilled Craft Workers
1	Service Maintenance
13	Total

2. As of June 30, 2012, provide the number of **funded positions** within each of the following EEOC categories:

21	Tenured Faculty/Executive/Administrative
244	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
191	Professional Staff/Protective Service Workers
31	Office & Clerical/Para-professionals
0	Skilled Craft Workers
26	Service Maintenance
513	Total

3. As of June 30, 2012, provide total number of **Institution employees** that are not African American, include all full-time, part-time and LOA's: 500

4. As of June 30, 2012, provide the **utilization** for African Americans by category (numbers below represent a percent):

-4	Tenured Faculty/Executive/Administrative
-2	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
0	Professional Staff/Protective Service Workers
-1	Office & Clerical/Para-professionals
0	Skilled Craft Workers
0	Service Maintenance
-7	Total

5. As of June 30, 2012, provide the number of faculty up for tenure at your institution:

3	Total that received tenure
3	Total that did not receive tenure
0	Total African American faculty that received tenure
0	Total African American that did not receive tenure

6. As of June 30, 2012, provide the number of faculty that separated or left the university (retired or resigned):

1	Total faculty that experienced separation from the university
0	Total African American faculty that experienced separation from the

7. What percentage of your community college employees are union?

Less than 50 percent

8. Does your Institution provide budget allocations specifically for recruitment of African American faculty, administrators, or any level job category? If yes, provide FY 12 budget allocation for each of these Initiatives:

There is not a specific budgetary line item for African American Employment Initiatives. All hiring situations are administered following our hiring process. Fairness and equity to all applicants is the goal.

9. What steps has your Institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and EEO are complying with legislative mandates for the African American Employment Plan for Higher Education?

The objective of increased employment diversity at Carl Sandburg College is strategic, not compliance-oriented. As such, one of the stated beliefs of the College is that the educational experience is enriched through diversity in its people, curricula, and environment. To that end one of the main focal points of the College is a caring environment. Our objectives are to 1) Shape an environment that recognizes the need for diversity, (2) Create opportunities for all within the College community to interact with understanding, tolerance, and respect for others and (3) Promote sensitivity to individual needs and aspirations of those throughout the College community. We work to meet these objectives through continuous review and improvement of our policies, processes and practices.

10. Please provide recommendations for increasing the number of African American teaching/administrative staff.

Routinely review all employment processes for compliance and improvement opportunities. Advertisement of job opportunities on www.highereducationjobs.com and www.hotjobs.com. This is done in order to connect with a more

diverse population of potential candidates. At times, Affirmative Action Emails are used to help recruit a diverse applicant pool for job search.

**List all activities your institution has undertaken that would help in the implementation of the State African American Employment Plan for Higher Education:**

11. Does your institution implement employment incentives to attract African American employees such as:

Internships: N

Community Linkages: Y

Mentorship of a new African American Faculty: Y

Staff Employment Recruitment Plan: Y

Other: N

12. Is your institution developing strategies that would help meet the increasing numbers and need of African students and public that may want access to your institution; if so, how is it being planned?

Carl Sandburg College hired an individual to reach out to minority student populations. This includes contacting minority populations in the community to provide information about college success and enrollment and reaching out to current students to make them aware of support services available. This individual is tasked with assessing the needs of specifically minority students through primarily informal methods, including networking with area community and educational leaders as well as current and prospective students. Using this understanding of the needs of the minority communities the Coordinator of Minority Outreach will develop programs aimed at increasing emotional and academic support for minority students enrolled at Carl Sandburg College. Some of these support systems include establishing mentoring relationships and identifying peer supports as well as support organizations in the community, establishing strong working relationships with area schools to make teachers and administrators aware of programs available and support offered to minority students specifically. Also, creating opportunities for minority students to form self-sustaining student organizations promoting academic success and sound decision making.

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the Statue of *State of Illinois African American Employment Plan*:**

13. Does your institution currently have an African American Resource Center (AARC)? N

14. If your institution has an African American Resource Center (AARC), does the center have a Director or Coordinator that can help address the needs of African American students? N

15. Is the center Director/Coordinator African American? N

16. Does the center Director/Coordinator assist in the recruitment of African American students? N

17. Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students? Y

18. For African American employees not part of the tenure system at your institution, are the following initiatives in place to help provide for promotion? If yes, please provide a dot point description of the initiative(s).

Employees with career ladder enhancement: Y

Carl Sandburg College Policy#2.10, Equal Employment Opportunity is maintained in order to assure that the College provides equal employment opportunities to all employees and applicants for employment without regard to race, color, religion, sex, national origin, ancestry, age, disability, citizenship, marital status, veteran status, sexual orientation, or status in a group protected by applicable federal, state or local laws. The policy applies to all terms and conditions of employment, including, but not limited to, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation, training, and discipline.

Self-development training: Y

Carl Sandburg College Policy#2.10, Equal Employment Opportunity is maintained in order to assure that the College provides equal employment opportunities to all employees and applicants for employment without regard to race, color, religion, sex, national origin, ancestry, age, disability, citizenship, marital status, veteran status, sexual orientation, or status in a group protected by applicable federal, state or local laws. The policy applies to all terms and conditions of employment, including, but not limited to, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation, training, and discipline.

Other: N

Other: N

19. How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements?

Reviews of all employment processes for compliance and improvement opportunities are routinely conducted.

20. Please provide dot points of the results or plans of any studies or surveys your institution may have undertaken of monitoring success concerning the number of African American staff employed by your institution in the EEOC categories: Include a link to any longer documents.

**African American Employment Plan Survey (SB 3531/P.A. 96-1341)  
Fiscal Year 2012**

**Sauk Valley Community College**

**Public Act 96-1341** requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty, administrative staff, at State Colleges and Universities. This report is required as part of the larger State African American Employment Plan and the Bilingual Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American State employees and the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

- As of June 30, 2012, provide the number of **African Americans employed** within each of the following EEOC categories:

0	Tenured Faculty/Executive/Administrative
1	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
0	Professional Staff/Protective Service Workers
0	Office & Clerical/Para-professionals
0	Skilled Craft Workers
0	Service Maintenance
1	Total

- As of June 30, 2012, provide the number of **funded positions** within each of the following EEOC categories:

41	Tenured Faculty/Executive/Administrative
158	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
64	Professional Staff/Protective Service Workers
37	Office & Clerical/Para-professionals
0	Skilled Craft Workers
25	Service Maintenance
325	Total

- As of June 30, 2012, provide total number of **Institution employees** that are not African American, include all full-time, part-time and LOA's: 324

4. As of June 30, 2012, provide the **utilization** for African Americans by category (numbers below represent a percent):

1	Tenured Faculty/Executive/Administrative
3	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
1	Professional Staff/Protective Service Workers
1	Office & Clerical/Para-professionals
0	Skilled Craft Workers
0	Service Maintenance
6	Total

5. As of June 30, 2012, provide the number of faculty up for tenure at your institution:

3	Total that received tenure
0	Total that did not receive tenure
0	Total African American faculty that received tenure
0	Total African American that did not receive tenure

6. As of June 30, 2012, provide the number of faculty that separated or left the university (retired or resigned):

0	Total faculty that experienced separation from the university
0	Total African American faculty that experienced separation from the

7. What percentage of your community college employees are union?

Less than 50 percent

8. Does your Institution provide budget allocations specifically for recruitment of African American faculty, administrators, or any level job category? If yes, provide FY 12 budget allocation for each of these Initiatives:

Our total recruitment budget of \$25,000 for FY 12 included the budget allocation for the recruitment of African American faculty, administrators, or any level job category.

9. What steps has your Institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and EEO are complying with legislative mandates for the African American Employment Plan for Higher Education?

The Human Resources Director has received training for complying with legislative mandates for the African American Employment Plan for Higher Education and has trained the HR staff.

10. Please provide recommendations for increasing the number of African American teaching/administrative staff.

SVCC consistently uses job boards, ads, publications, and the College website to appeal to a diverse group of candidates.

**List all activities your institution has undertaken that would help in the implementation of the State African American Employment Plan for Higher Education:**

11. Does your institution implement employment incentives to attract African American employees such as:

Internships: Y

Community Linkages: N

Mentorship of a new African American Faculty: N

Staff Employment Recruitment Plan: N

Other: N

12. Is your institution developing strategies that would help meet the increasing numbers and need of African students and public that may want access to your institution; if so, how is it being planned?

SVCC continues to actively recruit students of all nationalities. Our retention office is specifically targeting first generation students which have a significant percentage of minority students.

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the Statue of *State of Illinois African American Employment Plan*:**

13. Does your institution currently have an African American Resource Center (AARC)? N

14. If your institution has an African American Resource Center (AARC), does the center have a Director or Coordinator that can help address the needs of African American students? N

15. Is the center Director/Coordinator African American? N

16. Does the center Director/Coordinator assist in the recruitment of African American students? N

17. Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students? N

18. For African American employees not part of the tenure system at your institution, are the following initiatives in place to help provide for promotion? If yes, please provide a dot point description of the initiative(s).

Employees with career ladder enhancement: N

Self-development training: Y

- Tuition waivers for staff attending SVCC. - Tuition reimbursement for staff attending another accredited institution.

Other: N

Other: N

19. How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements?

The Human Resources Director meets with all hiring supervisors and screening committees to review the mandatory Hiring and Promotion Monitor requirements.

20. Please provide dot points of the results or plans of any studies or surveys your institution may have undertaken of monitoring success concerning the number of African American staff employed by your institution in the EEOC categories: Include a link to any longer documents.

**African American Employment Plan Survey (SB 3531/P.A. 96-1341)  
Fiscal Year 2012**

**Shawnee Community College**

**Public Act 96-1341** requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty, administrative staff, at State Colleges and Universities. This report is required as part of the larger State African American Employment Plan and the Bilingual Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American State employees and the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

1. As of June 30, 2012, provide the number of **African Americans employed** within each of the following EEOC categories:

4	Tenured Faculty/Executive/Administrative
18	Non-Tenured Faculty/Adjunct Faculty
3	Administrative Staff/Technicians
9	Professional Staff/Protective Service Workers
6	Office & Clerical/Para-professionals
0	Skilled Craft Workers
2	Service Maintenance
42	Total

2. As of June 30, 2012, provide the number of **funded positions** within each of the following EEOC categories:

53	Tenured Faculty/Executive/Administrative
160	Non-Tenured Faculty/Adjunct Faculty
19	Administrative Staff/Technicians
60	Professional Staff/Protective Service Workers
28	Office & Clerical/Para-professionals
0	Skilled Craft Workers
6	Service Maintenance
326	Total

3. As of June 30, 2012, provide total number of **Institution employees** that are not African American, include all full-time, part-time and LOA's: 284

4. As of June 30, 2012, provide the **utilization** for African Americans by category (numbers below represent a percent):

3	Tenured Faculty/Executive/Administrative
1	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
0	Professional Staff/Protective Service Workers
0	Office & Clerical/Para-professionals
0	Skilled Craft Workers
1	Service Maintenance
5	Total

5. As of June 30, 2012, provide the number of faculty up for tenure at your institution:

5	Total that received tenure
2	Total that did not receive tenure
0	Total African American faculty that received tenure
0	Total African American that did not receive tenure

6. As of June 30, 2012, provide the number of faculty that separated or left the university (retired or resigned):

3	Total faculty that experienced separation from the university
0	Total African American faculty that experienced separation from the

7. What percentage of your community college employees are union?

Less than 50 percent

8. Does your Institution provide budget allocations specifically for recruitment of African American faculty, administrators, or any level job category? If yes, provide FY 12 budget allocation for each of these Initiatives:

Our institution shares the advertisement of all open positions across departmental lines. The money is for the recruitment of all positions, not minority specific. The Human Resource officer forwards vacancy notices to the placement offices of institutions with high minority enrollments so therefore the budget does cover the costs associated with this outreach.

9. What steps has your Institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and EEO are complying with legislative mandates for the African American Employment Plan for Higher Education?

The college maintains an affirmative action plan and minority recruitment and retention documents that was shared with administrators/staff who have a part in the college's hiring process. Goals have been developed in an attempt to set forth positive steps to increase employment opportunities for minority groups within specific job categories at the college. The EEOC/Affirmative Action Officer and some administrators attended regional and national diversity conferences and training sessions addressing all minority groups. Diversity training information was incorporated into the monthly HR newsletter for the purpose of reminding staff of the purpose and need to be attentive to diversity issues. The Human Resource office subscribes to Diversity Healthworks e-mails, is a member of IL-CUPA and SHRM which provides access to diversity training materials.

10. Please provide recommendations for increasing the number of African American teaching/administrative staff. An initial utilization analysis was completed in order to develop a plan of action. The analysis provides the basis for establishing numerical targets to correct underrepresentation in the areas identified. The targets were not rigid and inflexible quotas but were to be accomplished by applying all aspects of the affirmative action plan. A workforce analysis will be completed annually to update targets to be emphasized in the employment of staff to ensure a staff composition that is reflective of our student population. The Affirmative Action/EEO officer and the Human Resource officer work closely together to monitor the college's efforts to increase minority employments. In addition, minority residents from within our district have been identified to help us recruit qualified minority applicants. Vacancy notices are mailed to these individuals asking for their assistance in helping us match minority applicants with vacant positions.

**List all activities your institution has undertaken that would help in the implementation of the State African American Employment Plan for Higher Education:**

11. Does your institution implement employment incentives to attract African American employees such as:

Internships: Y

Community Linkages: Y

Mentorship of a new African American Faculty: Y

Staff Employment Recruitment Plan: Y

Other: N

12. Is your institution developing strategies that would help meet the increasing numbers and need of African students and public that may want access to your institution; if so, how is it being planned?

The college has partnerships with district agencies and high schools with higher minority clients and populations and offers adult basic education, GED, and high school credit recovery courses to assist students. Recruitment efforts include visiting minority churches and providing information about the college and how it can service our residents. The college has two TRIO grant programs that reach out to grade school and high school students to help better prepare them to continue their education at the college level. These programs also offer activities for parents of these students. Special activities are planned during February to address African-American cultures and are presented to the whole student population (community members may also attend the activities).

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the Statue of *State of Illinois African American Employment Plan*:**

13. Does your institution currently have an African American Resource Center (AARC)? N
14. If your institution has an African American Resource Center (AARC), does the center have a Director or Coordinator that can help address the needs of African American students? N
15. Is the center Director/Coordinator African American? N
16. Does the center Director/Coordinator assist in the recruitment of African American students? N
17. Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students? N

18. For African American employees not part of the tenure system at your institution, are the following initiatives in place to help provide for promotion? If yes, please provide a dot point description of the initiative(s).

Employees with career ladder enhancement: Y

Staff are encouraged to continue their education and allowed to leave early from work in order to meet a class at a local university.

Self-development training: Y

The college encourages and allows work time off to attend leadership training and other professional development activities pertinent to their current job or that may help them achieve a promotion to another job.

Other: N

Other: N

19. How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements?

The college's Affirmative Action/EEO Officer monitors all employments as in accordance with college policy and serves on all screening committees.

20. Please provide dot points of the results or plans of any studies or surveys your institution may have undertaken of monitoring success concerning the number of African American staff employed by your institution in the EEOC categories: Include a link to any longer documents.

**African American Employment Plan Survey (SB 3531/P.A. 96-1341)  
Fiscal Year 2012**

**South Suburban College**

**Public Act 96-1341** requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty, administrative staff, at State Colleges and Universities. This report is required as part of the larger State African American Employment Plan and the Bilingual Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American State employees and the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

1. As of June 30, 2012, provide the number of **African Americans employed** within each of the following EEOC categories:

28	Tenured Faculty/Executive/Administrative
166	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
37	Professional Staff/Protective Service Workers
39	Office & Clerical/Para-professionals
0	Skilled Craft Workers
20	Service Maintenance
290	Total

2. As of June 30, 2012, provide the number of **funded positions** within each of the following EEOC categories:

121	Tenured Faculty/Executive/Administrative
420	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
117	Professional Staff/Protective Service Workers
82	Office & Clerical/Para-professionals
0	Skilled Craft Workers
31	Service Maintenance
771	Total

3. As of June 30, 2012, provide total number of **Institution employees** that are not African American, include all full-time, part-time and LOA's: 481

4. As of June 30, 2012, provide the **utilization** for African Americans by category (numbers below represent a percent):

31	Tenured Faculty/Executive/Administrative
14	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
22	Professional Staff/Protective Service Workers
6	Office & Clerical/Para-professionals
0	Skilled Craft Workers
11	Service Maintenance
62	Total

5. As of June 30, 2012, provide the number of faculty up for tenure at your institution:

11	Total that received tenure
0	Total that did not receive tenure
3	Total African American faculty that received tenure
0	Total African American that did not receive tenure

6. As of June 30, 2012, provide the number of faculty that separated or left the university (retired or resigned):

3	Total faculty that experienced separation from the university
1	Total African American faculty that experienced separation from the

7. What percentage of your community college employees are union?

More than 50 percent

8. Does your Institution provide budget allocations specifically for recruitment of African American faculty, administrators, or any level job category? If yes, provide FY 12 budget allocation for each of these Initiatives:

South Suburban College has a general recruitment budget for advertising all open positions.

9. What steps has your Institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and EEO are complying with legislative mandates for the African American Employment Plan for Higher Education?

South Suburban College provides hiring guidelines to the search committees involved in interviewing, recruiting, and recommending the final candidates. Candidates are then reviewed with the Vice President of the hiring area. We are reviewing the legislation mandates to determine whether any changes to the guidelines are necessary.

10. Please provide recommendations for increasing the number of African American teaching/administrative staff.

To increase our applicant pool, South Suburban College has regular and consistent pay increases based on a negotiated contract. South Suburban College has also increased advertising for qualified faculty.

**List all activities your institution has undertaken that would help in the implementation of the State African American Employment Plan for Higher Education:**

11. Does your institution implement employment incentives to attract African American employees such as:

Internships: N

Community Linkages: Y

Mentorship of a new African American Faculty: Y

Staff Employment Recruitment Plan: N

Other: N

12. Is your institution developing strategies that would help meet the increasing numbers and need of African students and public that may want access to your institution; if so, how is it being planned?

South Suburban College's faculty, staff, and administration establish strong community ties to recruit African American employees through open communications with city and community leaders and various organizations like Brother2Brother.

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the Statue of *State of Illinois African American Employment Plan*:**

13. Does your institution currently have an African American Resource Center (AARC)? N

14. If your institution has an African American Resource Center (AARC), does the center have a Director or Coordinator that can help address the needs of African American students? N

15. Is the center Director/Coordinator African American? N

16. Does the center Director/Coordinator assist in the recruitment of African American students? N

17. Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students? Y

18. For African American employees not part of the tenure system at your institution, are the following initiatives in place to help provide for promotion? If yes, please provide a dot point description of the initiative(s).

Employees with career ladder enhancement: N

Self-development training: Y

A variety of professional development opportunities are available to all employees through our staff and faculty development committees. They offer various on-campus workshops, seminars, and all day events. South Suburban College also offers tuition waivers and tuition reimbursement.

Other: N

Other: N

19. How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements?

South Suburban College is currently reviewing the mandated requirements to ensure compliance.

20. Please provide dot points of the results or plans of any studies or surveys your institution may have undertaken of monitoring success concerning the number of African American staff employed by your institution in the EEOC categories: Include a link to any longer documents.

Currently, South Suburban College only monitors the ethnicity and race of employees indicating if they are African American along with the EEOC category.

**African American Employment Plan Survey (SB 3531/P.A. 96-1341)  
Fiscal Year 2012**

**Southeastern Illinois College**

**Public Act 96-1341** requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty, administrative staff, at State Colleges and Universities. This report is required as part of the larger State African American Employment Plan and the Bilingual Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American State employees and the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

1. As of June 30, 2012, provide the number of **African Americans employed** within each of the following EEOC categories:

1	Tenured Faculty/Executive/Administrative
3	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
2	Professional Staff/Protective Service Workers
1	Office & Clerical/Para-professionals
0	Skilled Craft Workers
0	Service Maintenance
7	Total

2. As of June 30, 2012, provide the number of **funded positions** within each of the following EEOC categories:

24	Tenured Faculty/Executive/Administrative
126	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
59	Professional Staff/Protective Service Workers
39	Office & Clerical/Para-professionals
0	Skilled Craft Workers
14	Service Maintenance
262	Total

3. As of June 30, 2012, provide total number of **Institution employees** that are not African American, include all full-time, part-time and LOA's: 255

4. As of June 30, 2012, provide the **utilization** for African Americans by category (numbers below represent a percent):

1	Tenured Faculty/Executive/Administrative
0	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
0	Professional Staff/Protective Service Workers
0	Office & Clerical/Para-professionals
0	Skilled Craft Workers
-3	Service Maintenance
-2	Total

5. As of June 30, 2012, provide the number of faculty up for tenure at your institution:

2	Total that received tenure
4	Total that did not receive tenure
0	Total African American faculty that received tenure
0	Total African American that did not receive tenure

6. As of June 30, 2012, provide the number of faculty that separated or left the university (retired or resigned):

4	Total faculty that experienced separation from the university
0	Total African American faculty that experienced separation from the

7. What percentage of your community college employees are union?

Less than 50 percent

8. Does your Institution provide budget allocations specifically for recruitment of African American faculty, administrators, or any level job category? If yes, provide FY 12 budget allocation for each of these Initiatives:

Despite experiencing reductions and late payments in state appropriations, Southeastern Illinois College recruitment practices are committed to advertise applicable positions in national publications to ensure that all ethnic groups have the same exposure to career opportunities. Allocations for 2012-13 recruitment were budgeted at \$28,000 for all recruitment activities. A portion of the recruitment budget was allocated to recruiting in Blacks in Higher Education. Also, all full-time positions are advertised in the Southern Illinoisan which services the southernmost portion of the State's closest university to capture a higher percentage of the African America population within our region. We also advertised in Missouri, Kentucky and Indiana university career placement centers within a 100 mile radius of Southeastern Illinois College who also have a higher percentage of African American population.

9. What steps has your Institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and EEO are complying with legislative mandates for the African American Employment Plan for Higher Education?

As part of Southeastern's hiring process, a hiring manual has been developed to provide guidance for search committees regarding hiring, interviewing, recruitment, and EEO guidelines. Southeastern Illinois College is committed to providing equal opportunity through its employment practices and educational programs and through the many services it provides to the community. The Board of Trustees of Community College District No. 533 will make all personnel decisions without regard to race, color, religion, sex, age, national origin, citizenship status, ancestry, marital status, parental status, pregnancy, family status, military discharge status, sexual orientation,

gender identity, disability or handicap unrelated to an individual's ability to perform the essential functions of the job, association with a person with a disability or handicap, military status, source of income, housing status or any other category protected by law. Additionally, administrators monitor the search/recruitment process by ensuring that the policy for hiring is followed.

10. Please provide recommendations for increasing the number of African American teaching/administrative staff. To continue the recruitment process that Southeastern Illinois College has implemented: recruitment in Journal of Blacks in Higher Education publications; recruitment efforts within our largest southern Illinois city with a higher percentage of African American population as well as having a major university with career centers, and continue to provide university career centers within the tri-state area information regarding vacant positions.

**List all activities your institution has undertaken that would help in the implementation of the State African American Employment Plan for Higher Education:**

11. Does your institution implement employment incentives to attract African American employees such as:

Internships: N

Community Linkages: Y

Mentorship of a new African American Faculty: Y

Staff Employment Recruitment Plan: Y

Other: N

12. Is your institution developing strategies that would help meet the increasing numbers and need of African students and public that may want access to your institution; if so, how is it being planned?

Southeastern's TRIO/Student Support Services Program provides excellent supplemental support for African American students, many of whom are first generation college students. The program provides many workshops that are designed to improve student success and persistence. The program also provides opportunities for cultural activities and trips to universities that expand the student experience beyond the academics. These are experiences that many of these students would otherwise not have the opportunity to experience. The TRIO/SSS Program Director spends a great deal of time mentoring African American students.

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the Statue of *State of Illinois African American Employment Plan*:**

13. Does your institution currently have an African American Resource Center (AARC)? N

14. If your institution has an African American Resource Center (AARC), does the center have a Director or Coordinator that can help address the needs of African American students? N

15. Is the center Director/Coordinator African American? N

16. Does the center Director/Coordinator assist in the recruitment of African American students? N

17. Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students? N

18. For African American employees not part of the tenure system at your institution, are the following initiatives in place to help provide for promotion? If yes, please provide a dot point description of the initiative(s).

Employees with career ladder enhancement: Y

All job postings are sent to all faculty and staff prior to being sent to the general public through print/online ads. SIC has a history of promoting from within and encourages qualified and interested internal applicants to apply for new or vacant positions. Additionally, Southeastern Illinois College's board policy encourages employees to notify their supervisor for promotion or transfer when a position becomes vacant. SIC board policy is grounded in EEOC laws and regulations.

Self-development training: Y

Professional Development Workshops are held throughout the academic year.

Other: N

Other: N

19. How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements?

Vice Presidents and Deans are reviewing and monitoring all search committees to ensure policy and process are followed for hiring and ensuring that board policy is followed regarding promotion.

20. Please provide dot points of the results or plans of any studies or surveys your institution may have undertaken of monitoring success concerning the number of African American staff employed by your institution in the EEOC categories: Include a link to any longer documents.

Our diversity advertising strategy has proven successful by bringing awareness to vacancies to a population that we may not have otherwise reached outside of our college district. As a result, we have interviewed and hired our first African American head coach and a TRiO Director.

**African American Employment Plan Survey (SB 3531/P.A. 96-1341)  
Fiscal Year 2012**

**Southwestern Illinois College**

**Public Act 96-1341** requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty, administrative staff, at State Colleges and Universities. This report is required as part of the larger State African American Employment Plan and the Bilingual Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American State employees and the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

1. As of June 30, 2012, provide the number of **African Americans employed** within each of the following EEOC categories:

5	Tenured Faculty/Executive/Administrative
61	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
88	Professional Staff/Protective Service Workers
4	Office & Clerical/Para-professionals
0	Skilled Craft Workers
12	Service Maintenance
170	Total

2. As of June 30, 2012, provide the number of **funded positions** within each of the following EEOC categories:

159	Tenured Faculty/Executive/Administrative
892	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
607	Professional Staff/Protective Service Workers
53	Office & Clerical/Para-professionals
0	Skilled Craft Workers
119	Service Maintenance
1830	Total

3. As of June 30, 2012, provide total number of **Institution employees** that are not African American, include all full-time, part-time and LOA's: 1660

4. As of June 30, 2012, provide the **utilization** for African Americans by category (numbers below represent a percent):

-17	Tenured Faculty/Executive/Administrative
-13	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
-6	Professional Staff/Protective Service Workers
-12	Office & Clerical/Para-professionals
0	Skilled Craft Workers
-10	Service Maintenance
-58	Total

5. As of June 30, 2012, provide the number of faculty up for tenure at your institution:

5	Total that received tenure
1	Total that did not receive tenure
2	Total African American faculty that received tenure
0	Total African American that did not receive tenure

6. As of June 30, 2012, provide the number of faculty that separated or left the university (retired or resigned):

1	Total faculty that experienced separation from the university
0	Total African American faculty that experienced separation from the

7. What percentage of your community college employees are union?

More than 50 percent

8. Does your Institution provide budget allocations specifically for recruitment of African American faculty, administrators, or any level job category? If yes, provide FY 12 budget allocation for each of these Initiatives:

7% of advertising budget was used to target minority populations.

9. What steps has your Institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and EEO are complying with legislative mandates for the African American Employment Plan for Higher Education?

Training is provided to hiring committees by Human Resources to ensure fair hiring practices. HR prepares demographic reports on our recruitment efforts. We utilize HigherEdJobs' EEO packs, the NAACP and the Urban League for recruitment efforts.

10. Please provide recommendations for increasing the number of African American teaching/administrative staff.

**List all activities your institution has undertaken that would help in the implementation of the State African American Employment Plan for Higher Education:**

11. Does your institution implement employment incentives to attract African American employees such as:

Internships: N

Community Linkages: N

Mentorship of a new African American Faculty: N

Staff Employment Recruitment Plan: N

Other: N

12. Is your institution developing strategies that would help meet the increasing numbers and need of African students and public that may want access to your institution; if so, how is it being planned?

N/A

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the Statue of *State of Illinois African American Employment Plan*:**

13. Does your institution currently have an African American Resource Center (AARC)? Y

14. If your institution has an African American Resource Center (AARC), does the center have a Director or Coordinator that can help address the needs of African American students? Y

15. Is the center Director/Coordinator African American? Y

16. Does the center Director/Coordinator assist in the recruitment of African American students? N

17. Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students? N

18. For African American employees not part of the tenure system at your institution, are the following initiatives in place to help provide for promotion? If yes, please provide a dot point description of the initiative(s).

Employees with career ladder enhancement: N

Self-development training: Y

We offer training in technology, classroom management and teaching enhancement, and hard and soft skills.

Additionally, we offer tuition reimbursement for those wanting to further their education to prepare for higher level positions.

Other: N

Other: N

19. How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements?

We provide hiring managers with a count of the minority applicants and we extend the search when the number is insufficient.

20. Please provide dot points of the results or plans of any studies or surveys your institution may have undertaken of monitoring success concerning the number of African American staff employed by your institution in the EEOC categories: Include a link to any longer documents.

**African American Employment Plan Survey (SB 3531/P.A. 96-1341)  
Fiscal Year 2012**

**Spoon River College**

**Public Act 96-1341** requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty, administrative staff, at State Colleges and Universities. This report is required as part of the larger State African American Employment Plan and the Bilingual Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American State employees and the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

1. As of June 30, 2012, provide the number of **African Americans employed** within each of the following EEOC categories:

0	Tenured Faculty/Executive/Administrative
1	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
0	Professional Staff/Protective Service Workers
0	Office & Clerical/Para-professionals
0	Skilled Craft Workers
0	Service Maintenance
1	Total

2. As of June 30, 2012, provide the number of **funded positions** within each of the following EEOC categories:

51	Tenured Faculty/Executive/Administrative
96	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
49	Professional Staff/Protective Service Workers
35	Office & Clerical/Para-professionals
0	Skilled Craft Workers
6	Service Maintenance
237	Total

3. As of June 30, 2012, provide total number of **Institution employees** that are not African American, include all full-time, part-time and LOA's: 236

4. As of June 30, 2012, provide the **utilization** for African Americans by category (numbers below represent a percent):

-1	Tenured Faculty/Executive/Administrative
-2	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
-1	Professional Staff/Protective Service Workers
-1	Office & Clerical/Para-professionals
0	Skilled Craft Workers
0	Service Maintenance
-5	Total

5. As of June 30, 2012, provide the number of faculty up for tenure at your institution:

2	Total that received tenure
0	Total that did not receive tenure
0	Total African American faculty that received tenure
0	Total African American that did not receive tenure

6. As of June 30, 2012, provide the number of faculty that separated or left the university (retired or resigned):

3	Total faculty that experienced separation from the university
0	Total African American faculty that experienced separation from the

7. What percentage of your community college employees are union?

Less than 50 percent

8. Does your Institution provide budget allocations specifically for recruitment of African American faculty, administrators, or any level job category? If yes, provide FY 12 budget allocation for each of these Initiatives:

NA

9. What steps has your Institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and EEO are complying with legislative mandates for the African American Employment Plan for Higher Education?

All hiring supervisors are required to comply with the college's hiring procedures and EOO policies. The college utilizes an online recruiting system to collect employment applications. This system advertises vacancies national on [governmentjobs.com](http://governmentjobs.com).

10. Please provide recommendations for increasing the number of African American teaching/administrative staff.

NA

**List all activities your institution has undertaken that would help in the implementation of the State African American Employment Plan for Higher Education:**

11. Does your institution implement employment incentives to attract African American employees such as:

Internships: N

Community Linkages: N

Mentorship of a new African American Faculty: N

Staff Employment Recruitment Plan: N

Other: N

NA

12. Is your institution developing strategies that would help meet the increasing numbers and need of African students and public that may want access to your institution; if so, how is it being planned?

NA

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the Statue of *State of Illinois African American Employment Plan*:**

13. Does your institution currently have an African American Resource Center (AARC)? N

14. If your institution has an African American Resource Center (AARC), does the center have a Director or Coordinator that can help address the needs of African American students? N

15. Is the center Director/Coordinator African American? N

16. Does the center Director/Coordinator assist in the recruitment of African American students? N

17. Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students? N

18. For African American employees not part of the tenure system at your institution, are the following initiatives in place to help provide for promotion? If yes, please provide a dot point description of the initiative(s).

Employees with career ladder enhancement: N

NA

Self-development training: N

NA

Other: N

NA

Other: N

NA

19. How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements?

Hiring procedures are regularly audited for legal compliance and all hires follow an approval process which includes the Director of Human Resources, Budget Officer, and the President.

20. Please provide dot points of the results or plans of any studies or surveys your institution may have undertaken of monitoring success concerning the number of African American staff employed by your institution in the EEOC categories: Include a link to any longer documents.

NA

**African American Employment Plan Survey (SB 3531/P.A. 96-1341)  
Fiscal Year 2012**

**Triton College**

**Public Act 96-1341** requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty, administrative staff, at State Colleges and Universities. This report is required as part of the larger State African American Employment Plan and the Bilingual Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American State employees and the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

1. As of June 30, 2012, provide the number of **African Americans employed** within each of the following EEOC categories:

9	Tenured Faculty/Executive/Administrative
58	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
14	Professional Staff/Protective Service Workers
73	Office & Clerical/Para-professionals
0	Skilled Craft Workers
14	Service Maintenance
168	Total

2. As of June 30, 2012, provide the number of **funded positions** within each of the following EEOC categories:

163	Tenured Faculty/Executive/Administrative
683	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
71	Professional Staff/Protective Service Workers
433	Office & Clerical/Para-professionals
0	Skilled Craft Workers
110	Service Maintenance
1460	Total

3. As of June 30, 2012, provide total number of **Institution employees** that are not African American, include all full-time, part-time and LOA's: 1292

4. As of June 30, 2012, provide the **utilization** for African Americans by category (numbers below represent a percent):

-15	Tenured Faculty/Executive/Administrative
-12	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
-1	Professional Staff/Protective Service Workers
-4	Office & Clerical/Para-professionals
0	Skilled Craft Workers
-8	Service Maintenance
-40	Total

5. As of June 30, 2012, provide the number of faculty up for tenure at your institution:

1	Total that received tenure
0	Total that did not receive tenure
0	Total African American faculty that received tenure
0	Total African American that did not receive tenure

6. As of June 30, 2012, provide the number of faculty that separated or left the university (retired or resigned):

7	Total faculty that experienced separation from the university
0	Total African American faculty that experienced separation from the

7. What percentage of your community college employees are union?

More than 50 percent

8. Does your Institution provide budget allocations specifically for recruitment of African American faculty, administrators, or any level job category? If yes, provide FY 12 budget allocation for each of these Initiatives:

No

9. What steps has your Institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and EEO are complying with legislative mandates for the African American Employment Plan for Higher Education?

Triton College is an affirmative action/equal opportunity institution. The college utilizes diversity into the selection committee process to insure appropriate inclusion of qualified protected class candidates.

10. Please provide recommendations for increasing the number of African American teaching/administrative staff.

Triton strives to achieve 80% utilization of availability data per EEO category

**List all activities your institution has undertaken that would help in the implementation of the State African American Employment Plan for Higher Education:**

11. Does your institution implement employment incentives to attract African American employees such as:

Internships: N

Community Linkages: Y

Mentorship of a new African American Faculty: Y

Staff Employment Recruitment Plan: N

Other: Y

Triton mentors all new instructors and has used IllinoisDiversity.com

12. Is your institution developing strategies that would help meet the increasing numbers and need of African students and public that may want access to your institution; if so, how is it being planned?

Triton College continues to follow action programs and policies contained in the affirmative action plan

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the Statue of *State of Illinois African American Employment Plan*:**

13. Does your institution currently have an African American Resource Center (AARC)? N

14. If your institution has an African American Resource Center (AARC), does the center have a Director or Coordinator that can help address the needs of African American students? N

15. Is the center Director/Coordinator African American? N

16. Does the center Director/Coordinator assist in the recruitment of African American students? N

17. Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students? N

18. For African American employees not part of the tenure system at your institution, are the following initiatives in place to help provide for promotion? If yes, please provide a dot point description of the initiative(s).

Employees with career ladder enhancement: N

Self-development training: N

Other: N

Other: N

19. How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements?

Triton College constructs an affirmative action plan annually

20. Please provide dot points of the results or plans of any studies or surveys your institution may have undertaken of monitoring success concerning the number of African American staff employed by your institution in the EEOC categories: Include a link to any longer documents.

Triton does not have a formal program established to measure this separately from normal policies.

**African American Employment Plan Survey (SB 3531/P.A. 96-1341)  
Fiscal Year 2012**

**Waubonsee Community College**

**Public Act 96-1341** requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty, administrative staff, at State Colleges and Universities. This report is required as part of the larger State African American Employment Plan and the Bilingual Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American State employees and the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

1. As of June 30, 2012, provide the number of **African Americans employed** within each of the following EEOC categories:

5	Tenured Faculty/Executive/Administrative
26	Non-Tenured Faculty/Adjunct Faculty
5	Administrative Staff/Technicians
23	Professional Staff/Protective Service Workers
4	Office & Clerical/Para-professionals
0	Skilled Craft Workers
3	Service Maintenance
66	Total

2. As of June 30, 2012, provide the number of **funded positions** within each of the following EEOC categories:

162	Tenured Faculty/Executive/Administrative
662	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
377	Professional Staff/Protective Service Workers
182	Office & Clerical/Para-professionals
0	Skilled Craft Workers
82	Service Maintenance
1465	Total

3. As of June 30, 2012, provide total number of **Institution employees** that are not African American, include all full-time, part-time and LOA's: 1399

4. As of June 30, 2012, provide the **utilization** for African Americans by category (numbers below represent a percent):

-3	Tenured Faculty/Executive/Administrative
-2	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
0	Professional Staff/Protective Service Workers
-4	Office & Clerical/Para-professionals
0	Skilled Craft Workers
-2	Service Maintenance
-11	Total

5. As of June 30, 2012, provide the number of faculty up for tenure at your institution:

5	Total that received tenure
0	Total that did not receive tenure
0	Total African American faculty that received tenure
0	Total African American that did not receive tenure

6. As of June 30, 2012, provide the number of faculty that separated or left the university (retired or resigned):

6	Total faculty that experienced separation from the university
0	Total African American faculty that experienced separation from the

7. What percentage of your community college employees are union?

Less than 50 percent

8. Does your Institution provide budget allocations specifically for recruitment of African American faculty, administrators, or any level job category? If yes, provide FY 12 budget allocation for each of these Initiatives:

General recruiting budget includes funds for minority recruiting

9. What steps has your Institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and EEO are complying with legislative mandates for the African American Employment Plan for Higher Education?

Interview training/diversity/inclusion training

10. Please provide recommendations for increasing the number of African American teaching/administrative staff.

We consistently try to use publications, job fairs, and job boards that appeal to a diverse audience of candidates

**List all activities your institution has undertaken that would help in the implementation of the State African American Employment Plan for Higher Education:**

11. Does your institution implement employment incentives to attract African American employees such as:

Internships: Y

Community Linkages: Y

Mentorship of a new African American Faculty: Y

Staff Employment Recruitment Plan: N

Other: N

12. Is your institution developing strategies that would help meet the increasing numbers and need of African students and public that may want access to your institution; if so, how is it being planned?

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the Statue of *State of Illinois African American Employment Plan*:**

13. Does your institution currently have an African American Resource Center (AARC)? N

14. If your institution has an African American Resource Center (AARC), does the center have a Director or Coordinator that can help address the needs of African American students? N

15. Is the center Director/Coordinator African American? N

16. Does the center Director/Coordinator assist in the recruitment of African American students? N

17. Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students? N

18. For African American employees not part of the tenure system at your institution, are the following initiatives in place to help provide for promotion? If yes, please provide a dot point description of the initiative(s).

Employees with career ladder enhancement: N

Self-development training: Y

Multiple professional development opportunities available in our training department that is dedicated to faculty and staff

Other: Y

New employee ambassador program--links new employees with seasoned employees to help with acclimating to the college

Other: Y

New Faculty Learning Academy--new full time faculty that have not yet earned tenure-training program

19. How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements?

Interview training/diversity training

20. Please provide dot points of the results or plans of any studies or surveys your institution may have undertaken of monitoring success concerning the number of African American staff employed by your institution in the EEOC categories: Include a link to any longer documents.

**African American Employment Plan Survey (SB 3531/P.A. 96-1341)  
Fiscal Year 2012**

**John Wood Community College**

**Public Act 96-1341** requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty, administrative staff, at State Colleges and Universities. This report is required as part of the larger State African American Employment Plan and the Bilingual Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American State employees and the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

1. As of June 30, 2012, provide the number of **African Americans employed** within each of the following EEOC categories:

0	Tenured Faculty/Executive/Administrative
3	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
2	Professional Staff/Protective Service Workers
0	Office & Clerical/Para-professionals
0	Skilled Craft Workers
1	Service Maintenance
6	Total

2. As of June 30, 2012, provide the number of **funded positions** within each of the following EEOC categories:

88	Tenured Faculty/Executive/Administrative
225	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
45	Professional Staff/Protective Service Workers
61	Office & Clerical/Para-professionals
0	Skilled Craft Workers
10	Service Maintenance
429	Total

3. As of June 30, 2012, provide total number of **Institution employees** that are not African American, include all full-time, part-time and LOA's: 423

4. As of June 30, 2012, provide the **utilization** for African Americans by category (numbers below represent a percent):

-4	Tenured Faculty/Executive/Administrative
-3	Non-Tenured Faculty/Adjunct Faculty
0	Administrative Staff/Technicians
0	Professional Staff/Protective Service Workers
-4	Office & Clerical/Para-professionals
6	Skilled Craft Workers
0	Service Maintenance
-5	Total

5. As of June 30, 2012, provide the number of faculty up for tenure at your institution:

1	Total that received tenure
0	Total that did not receive tenure
0	Total African American faculty that received tenure
0	Total African American that did not receive tenure

6. As of June 30, 2012, provide the number of faculty that separated or left the university (retired or resigned):

1	Total faculty that experienced separation from the university
0	Total African American faculty that experienced separation from the

7. What percentage of your community college employees are union?

Less than 50 percent

8. Does your Institution provide budget allocations specifically for recruitment of African American faculty, administrators, or any level job category? If yes, provide FY 12 budget allocation for each of these Initiatives:

JWCC does not provide specific budget allocations for recruitment of African American faculty, administrators, or any level job category.

9. What steps has your Institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and EEO are complying with legislative mandates for the African American Employment Plan for Higher Education?

A voluntary EEO form is mailed to each applicant. For those who return the form and indicate that he or she is in a protected class, and if not selected for interview or hire by the interview committee, the HR representatives require specific reasons as to what the reasons were to ensure all reasons are qualifications-related. Additionally, all employees who are part of the interview committee or selection process are provided with information and training regarding a selection based on qualifications and not personal appearance, beliefs, race or ethnicity.

10. Please provide recommendations for increasing the number of African American teaching/administrative staff.

**List all activities your institution has undertaken that would help in the implementation of the State African American Employment Plan for Higher Education:**

11. Does your institution implement employment incentives to attract African American employees such as:

Internships: N

Community Linkages: N

Mentorship of a new African American Faculty: N

Staff Employment Recruitment Plan: N

Other: N

12. Is your institution developing strategies that would help meet the increasing numbers and need of African students and public that may want access to your institution; if so, how is it being planned?

JWCC does not currently have increasing numbers or need of African American students and public accessing the institution. A plan will be developed when there is an increase. JWCC currently has an English as a Second Language program for any interested students or public.

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the Statue of *State of Illinois African American Employment Plan*:**

13. Does your institution currently have an African American Resource Center (AARC)? N

14. If your institution has an African American Resource Center (AARC), does the center have a Director or Coordinator that can help address the needs of African American students? N

15. Is the center Director/Coordinator African American? N

16. Does the center Director/Coordinator assist in the recruitment of African American students? N

17. Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students? N

18. For African American employees not part of the tenure system at your institution, are the following initiatives in place to help provide for promotion? If yes, please provide a dot point description of the initiative(s).

Employees with career ladder enhancement: N

Self-development training: N

Other: Y

Associate faculty who are employed on a temporary basis are not on a tenure track. All qualified associate faculty are encouraged to apply for full-time faculty positions when available. Full-time faculty are on a tenure track.

Other: N

19. How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements?

HR oversees all hiring and promotion interview and selection processes. HR ensures EEO standards are followed.

20. Please provide dot points of the results or plans of any studies or surveys your institution may have undertaken of monitoring success concerning the number of African American staff employed by your institution in the EEOC categories: Include a link to any longer documents.

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