



EQUAL EMPLOYMENT OPPORTUNITY EXECUTIVE SUMMARY

Prepared for Board of Trustees

**Based on Workforce of 12/31/09
and
Employment Activities from 10/16/08 to 12/31/09**

**Ferris State University
Big Rapids, Mi**

**Prepared by:
Office of the General Counsel
McKessy House**

Ferris State University

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**Ferris State University
Equal Employment Opportunity (EEO)
Executive Summary**

**Workforce Date: 12/31/09
Employment Activities: 10/16/08 to 12/31/09**

Introduction

It is the policy of Ferris State University to provide equal employment opportunity to all employees and applicants for employment (Board-approved Equal Opportunity and Non-Discrimination policy, Part 7). At the forefront is the principle of equal opportunity in employment. Through its Board of Trustees, its president and its employees, Ferris State University is committed to equal employment opportunity and full achievement through its Affirmative Action Program. As a part of the University's Affirmative Action Program, an annual report examines workforce and employment activities on the basis of race/ethnicity and gender and is prepared according to federal equal employment opportunity guidelines. This executive summary provides highlights from the Affirmative Action annual report.

The Office of the General Counsel provides leadership responsibility for reporting and monitoring compliance with the Equal Employment Opportunity (EEO) Policy.

The annual report examines the University's employment activities organized into specific job groups (according to function and level.) For purposes of this summary, results of the analyses are presented by major employee groups, i.e., faculty, executive/administrative/managerial, and support staff.

Supporting Charts (attached at end of report)

#	Chart Name
Chart 1	Workforce Analysis: By Division
Chart 2	Total Workforce Summary
Chart 3	Progress Toward Goals: Females
Chart 4	Progress Toward Goals: Minorities
Chart 5	Summary: Employment Activities by Employee Group
Chart 6	Summary of Affirmative Action Goals

Based on: Workforce of 12/31/09 and
Employment Activities from 10/16/08 to 12/31/09

Total Workforce: By Division

See Chart: Total Workforce: By Division (attached at the end of this report)

One feature of an Affirmative Action Annual report is to examine the workforce according to the organizational structure.

12/31/09 Workforce*	Total Employees	Females		Minorities	
		Total #	Total %	Total #	Total %
Academic Affairs	763	395	51.8%	59	7.8%
Administration & Finance	449	200	44.5%	16	3.6%
Executive	10	7	70.0%	1	7.7%
Govt Relations and General Counsel	7	5	71.4%	0	0.0%
Student Affairs	102	74	72.5%	10	9.8%
University Advancement & Marketing	24	17	70.8%	2	8.3%
TOTAL WORKFORCE	1355	698	51.5%	88	6.5%

*Regular and longer term “temporary” employees

Observations

- Largest division is Academic Affairs (763)
- All divisions have female representation
- Governmental Relations and General Counsel does not have minority representation
- Five of six divisions employ over 50% female employees
- Four of the six divisions employ over 7% minority employees

Total Workforce: By Job Group

See Chart: Total Workforce: By Job Group (attached at end of report)

In contrast, the same “snapshot” data is examined according to major groups of employees. In the affirmative action plan 30 job groups are created for the annual report and analyses, sub groups of federally established EEO groups. For purposes of this executive summary, these 30 job groups have been collapsed into three major groups: Executive/administrative/managerial, Faculty, Support Staff.

12/30/09 Workforce*	Total	Females		Minorities	
		#	%	#	%
Exec, Admin & Mgrs	338	175	51.8%	20	5.9%
Faculty	507	194	38.3%	52	10.3%
Support Staff	510	329	64.5%	16	3.1%
Total	1355	698	51.5%	88	6.5%

*Regular and long term temporary employees

Observations

- Ferris' employees are relatively equally divided between executive, administrative and managerial (25%), faculty (37%), and support staff (38%)
- Largest percentage of minorities are employed in the Faculty group
- Percentage of females in all three major employee groups exceeds 38% with females exceeding 50% in both the executive, administrative, managerial and support staff groups

Benchmarks

- Female employment rates at Ferris (51.5%) are nearly equal to both the National and State averages of females employed at U.S. and Michigan four-year public universities, which was 53% in 2007 for both geographic regions. (U.S. Source: Chronicle of Higher Education Annual Almanac; MI Source: Integrated Postsecondary Education Data System (IPEDS))
- Minority employment rates at Ferris (5.9%) are below both the National and State averages of minorities employed at U.S. and Michigan 4 year public universities, which was 22% and 18%, respectively in 2007. (U.S. Source: Chronicle of Higher Education Annual Almanac; MI Source: Integrated Postsecondary Education Data System (IPEDS))

Workforce Changes Oct, 2007 to Dec, 2009							
Year	Total Workforce	Total Female	Total Minority	Black	Hisp	Asian Amer	Native Amer
Dec-09	1355	698	88	27	13	34	14
		51.5%	6.5%	2.0%	1.0%	2.5%	1.0%
Oct-08	1341	695	77	29	9	29	9
		51.8%	5.7%	2.2%	0.7%	2.2%	0.7%
Oct-07	1319	664	70	27	8	27	8
		50.4%	5.3%	2.0%	0.6%	2.1%	0.6%
Change '07 to '09	36	34	18	0	5	7	6
		1.1%	1.2%	0.0%	0.4%	0.4%	0.4%

Observations - Change from 2007 to 2009

- Total workforce increased by 3.4% (+45 positions) between October 2007 and Dec ember 2009; at the same time the number (and percent) of female and minorities employed also increased
- Increases in the number and percent of females and minorities has occurred at all levels of employment

Progress Toward Goals
Based on Starting Workforce of 12/31/09 and Underutilization Analysis

*See Charts: Progress Toward Goals: Females and Progress Toward Goals: Minorities
(attached at end of report)*

An important feature of the Annual Report for Affirmative Action is to regularly monitor workforce changes in relation to affirmative action goals. Affirmative action goals are consistent with constitutional and statutory obligations. They are not quotas. They are benchmarks established according to both internal and external estimated availabilities for each job group.

The Underutilization Analysis and resulting AA Goals for faculty are based on national statistics of recently conferred advanced degrees (masters, doctorates and professional degree recipients from U.S. universities) in related disciplines. The Underutilization Analysis and resulting AA Goals for administrators and support staff are based on 2000 Census labor force statistics of selected, related occupations from various geographic regions. (Note that 2000 is the most current detailed occupational census data available.) Job Groups organized around federally established EEO categories and unique to Ferris serve as the basis for these analyses.

Definition of Progress Toward Goals: For job groups underutilized at the *beginning of the reporting period (10/16/08)*, progress toward a goal for each job group is achieved when there is: (1) an *opportunity* to hire or promote within a job group with a goal and; (2) a female or minority (Black, Hispanic, Asian American and/or Native American) has been hired or promoted in that job group. Separate reports are prepared for females and minorities (charts attached).

During this 15-month reporting period, progress has been achieved in employing and/or promoting both females and minorities in several job groups and at all levels of the University. There were opportunities (hires and/or promotions) in 27 of the 30 job groups. Of those 27 groups with opportunities, progress was achieved for females in 7 job groups and for minorities in 5 job groups.

Based on the 12/31/09 workforce, underutilization has been identified for both females and minorities in some, but not all, job groups (see Summary of Goals chart attached to this report). With 30 job groups and two categories of analysis, (females and minorities), there are 60 potential categories of underutilization, (30 for females and 30 for minorities). Underutilization of females is identified in 14 of the 30 job groups (47%), and in 25 of the 30 groups for minorities (83%).

Targeted recruitment efforts, without the exclusion of other groups, to increase the rate of minority and female applicants will continue.

Employment Activities: 10/16/08 to 12/31/09

See Summary: Employment Activities by Employee Groups (attached at end of report)

In the Annual Report for Affirmative Action, detailed summary reports are prepared for each employment activity: applicants, new hires, terminations, promotions. Adverse impact analyses are also prepared for each job group comparing rates of activities (i.e., applicant flow rates versus hiring rates).

The summary of employment activities (at end of report) presents University totals as well as totals by major groups: Executive/Administrative/Managerial, Faculty and Support. Below is the first part of this analysis for the total University.

Summary of Employment Activities

Activity	Total	Females	Minorities
Oct 2008 workforce*	1341	51.8%	5.7%
Dec 2009 workforce*	1355	51.5%	6.5%
Applicant rate (self-identified)**	566	59.5%	8.0%
Hire rate***	95	55.8%	8.4%
Separation rate***	80	60.0%	7.5%
Promotion rate***	62	61.3%	3.2%

* Regular and longer term temporary employees

** Total applicants = 1117; applicant self-identification rate is 50.7%

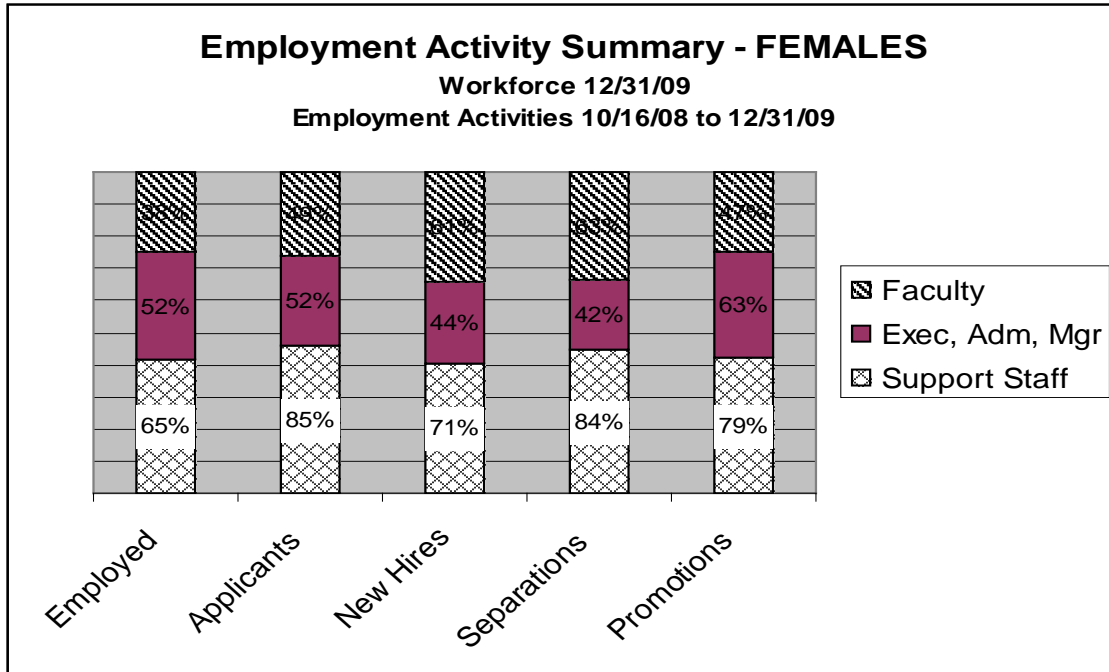
***For period from 10/16/08 to 12/31/09

Observations by Major Employee Groups

Comparisons between rates of employment activities (applicants, hires, separations, promotions) offers general indicators of patterns and suggests where more concerted, good faith efforts may be needed to achieve desired patterns of attracting and retaining females and minorities to Ferris. Below is a description of the patterns identified during the 15-month period being reported here.

Employees have been grouped into major categories: Faculty, Executives, Administrators and Managers (includes professionals), and Support Staff. The number and proportion of the employment activities occurring was:

Employment Activity	Total	Exec, Adm, Mgr	Faculty	Support Staff
Employed	1355 100%	338 25%	507 37%	510 38%
Applicants	566 100%	308 54%	121 21%	137 24%
New Hires (Rehires)	95 100%	41 43%	33 35%	21 22%
Separations	80 100%	31 39%	30 38%	19 24%
Promotions	62 100%	8 13%	30 48%	24 39%



The chart above displays the proportion of females within each major employee group (faculty, executives, support) and for each type of employment activity, (employed, applicants, new hires, separations and promotions).

Female Faculty

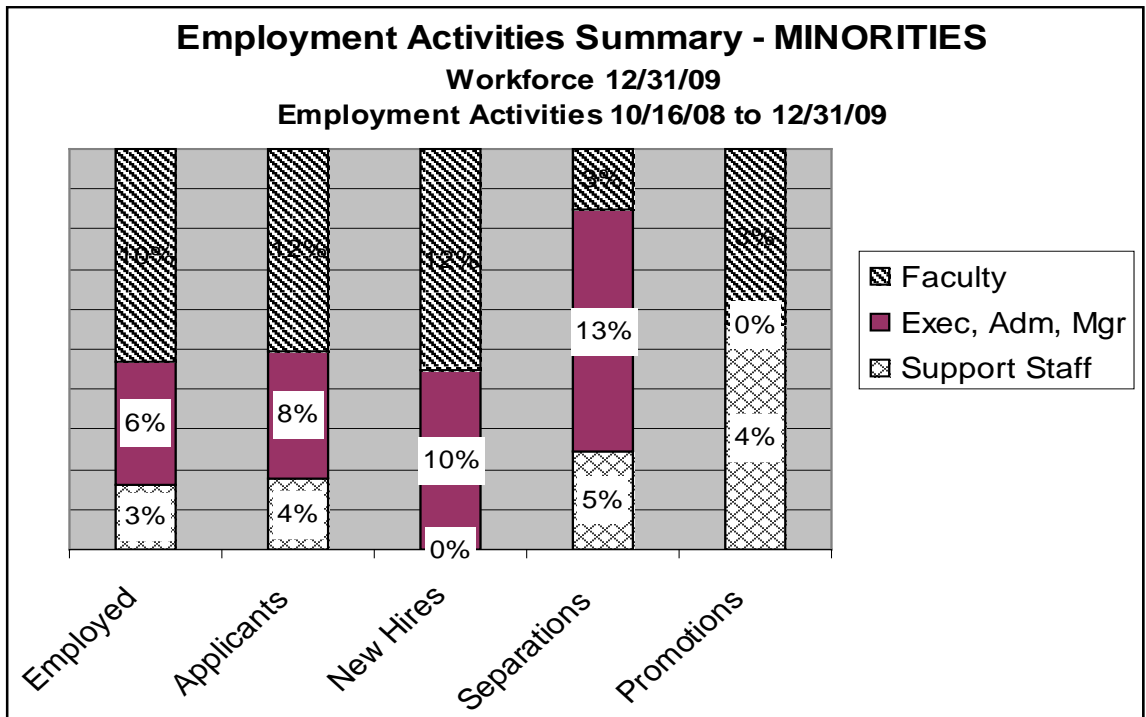
- Hire rate of females (61%) exceeds application rate (49%)
- Promotion rate (47%) exceeds rate of employment (38%)
- However, their separation rate (63%) exceeds hiring rate (61%); i.e., losing more females than retaining

Female Executives, Administrators and Managers

- Hire rate (44%) exceeds separation rate (42%); i.e., retaining more females than losing
- Female hire rate (44%) is below application rate (52%)
- Promotion rate (63%) exceeds rate of employment (52%)

Female Support Staff

- Promotion rate (79%) exceeds rate of employment (65%)
- Female separation rate (84%) exceeds hire rate (71%); i.e., losing more females than retaining



Minority Faculty

- Hire rate of minorities (12%) greatly exceeds separation rate (3%)
- Hire rate (12%) and application rate (12%) are equal
- Promotion rate (3%) is below rate of employment (10%)

Minority Executives, Administrators and Managers

- Hire rate (10%) exceeds application rate (8%)
- Minority separation rate (13%) exceeds hire rate (10%), i.e., losing more than hiring
- Promotion rate for minorities in this group is “0” (out of 8 promotions total)

Minority Support Staff

- Promotion rate (4%) of minorities exceeds rate of employment (3%)
- “0” minorities hired along with a very low rate of minorities applying (4%)

Conclusion

The workforce statistics presented in this executive summary are highlights from the Annual Report for Affirmative Action. Tracking workforce changes and noting trends in employment activities on the basis of race/ethnicity and gender is an essential and legally required feature of the University’s Affirmative Action Plan.

While the University remained relatively stable in size, employment activities and workforce changes during the 15-month time period (October 2008 to December 2009) have resulted in increases in both the number and percent of females and

minorities employed at Ferris. These positive results are an indication that the University's human resources processes and procedures are fair and equitable.

Overall,

- The employment rates of females and minorities has increased across all levels of employment since 2007, including increases in faculty and executives, administrators and managers
 - Net increase in employing females has been +38, from 660 to 698
 - Net increase in employing minorities has been +19, from 69 to 88
- Measurable progress occurred in meeting affirmative action goals (established from the underutilization analysis); this progress occurred in faculty, administrative/professional and technical positions
- Increases occurred in all minority race/ethnic groups
 - Black +1
 - Hispanic + 5
 - Asian American + 7
 - Native American +6
- The rate of hiring females and minorities is proportionately equal to the rate they are applying for positions; (Females: 55.8% v 59.5%; Minorities: 8.4% v 8.0%)
- The total rate minorities were hired exceeded the rate they separated from the University (8.4% v. 7.5%); while the rate females were hired is slightly below the rate they separated, (55.8% v 60%)

Future employment activities include but are not limited to:

- Efforts to engage recruitment strategies that attract increasing numbers of highly qualified and richly diverse groups of applicants for all openings
- Inclusion Advocacy Training: As part of the Summer University Program, faculty and administrators attended *Inclusion Advocacy Training*, which explored strategies and identified roles for search committee members to engage deliberate, legal and conscious actions that seek out, notify, identify, and qualify the valued and relevant diversities and differences among candidates
- New Diversity Subcommittees formed: To identify strategies to hire and retain faculty and staff from underrepresented groups, a Diverse Workforce Task Force was created in the Spring of 2010. Two subcommittees from the task force roster were selected to form the Diverse Faculty Subcommittee and the Diverse Staff Subcommittee. The work and report of the subcommittees is in progress.
- On-line application system implemented: The on-line application system began in Fall 2009 and has been extend to all openings at Ferris. The rate of self-identification reported for this period was 50.7%, an increase of 5.6% from the previous reporting period. With the on-line application system, the University anticipates that the rate of self-identification will continue to increase substantially, thus yielding more helpful information to evaluate recruitment strategies for the various positions.
- Affirmative Action Plan: Annually goals are established and progress toward meeting these goals is reviewed. Efforts continue to improve efficiency and

effectiveness when preparing the annual update of the federally required Affirmative Action Plan.

See Summary of Affirmative Action Goals (attached at end of report)

Equal Employment Opportunity Executive Summary

Supporting Charts

#	Chart Name
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Based on: Workforce of 12/31/09 and
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Ferris State University

2 - Workforce Analysis: By Division

Printed: 12/10/2010

Workforce: 12/31/2009

Division	Females			Minorities		Males					Females				
	Total	Total #	Total %	Total #	Total %	WM	BM	AM	NA	HM	WF	BF	AF	NA	HF
Academic Affairs	763	395	51.8%	59	7.7%	331	6	23	5	3	373	8	8	4	2
Administration & Finance	449	200	44.5%	16	3.6%	237	3	2	3	4	196	1	1	0	2
Executive	10	7	70.0%	1	10.0%	2	1	0	0	0	7	0	0	0	0
Gen Counsel & Govt Rel	7	5	71.4%	0	0.0%	2	0	0	0	0	5	0	0	0	0
Student Affairs	102	74	72.5%	10	9.8%	23	4	0	1	0	69	2	0	1	2
University Advance & Marketing	24	17	70.8%	2	8.3%	6	1	0	0	0	16	1	0	0	0
Totals	1,355	698	51.5%	88	6.5%	601	15	25	9	7	666	12	9	5	6
						44.4%	1.1%	1.8%	0.7%	0.5%	49.2%	0.9%	0.7%	0.4%	0.4%

Chart 1

Ferris State University

7 - Total Workforce Summary

Printed: 11/18/2010

Workforce: 12/31/2009

Job Group Number	Job Group Name	Total Employees	Females		Minorities		Males					Females				
			Total #	Total %	Total #	Total %	WM	BM	AM	NA	HM	WF	BF	AF	NA	HF
101	Executives - General	17	2	11.8%	1	5.9%	14	1	0	0	0	2	0	0	0	0
102	Executives - Academic	22	8	36.4%	0	0.0%	14	0	0	0	0	8	0	0	0	0
201	Academic Counselors-Faculty	9	7	77.8%	2	22.2%	1	1	0	0	0	6	1	0	0	0
202	Allied Health-Faculty	42	33	78.6%	2	4.8%	8	0	0	1	0	32	0	1	0	0
203	Arts & Sciences-Faculty	165	62	37.6%	20	12.1%	89	2	9	2	1	56	1	2	2	1
204	Business-Faculty	71	26	36.6%	11	15.5%	36	2	7	0	0	24	0	1	0	1
205	Education-Faculty	33	17	51.5%	1	3.0%	15	0	1	0	0	17	0	0	0	0
206	Optometry-Faculty	19	5	26.3%	2	10.5%	13	0	1	0	0	4	0	1	0	0
207	Pharmacy-Faculty	39	23	59.0%	4	10.3%	14	0	2	0	0	21	1	0	1	0
208	Technology-Faculty	97	4	4.1%	7	7.2%	86	1	3	1	2	4	0	0	0	0
209	Library-Faculty	14	9	64.3%	0	0.0%	5	0	0	0	0	9	0	0	0	0
215	University College-Faculty	18	8	44.4%	3	16.7%	8	1	0	1	0	7	1	0	0	0
301	Student Affairs Professionals	21	14	66.7%	4	19.0%	4	2	0	0	1	13	1	0	0	0
302	Business Professionals	57	29	50.9%	3	5.3%	28	0	0	0	0	26	2	0	0	1
303	Athletic Professionals	20	5	25.0%	1	5.0%	15	0	0	0	0	4	0	1	0	0
304	Public Safety Professionals	11	2	18.2%	1	9.1%	8	0	1	0	0	2	0	0	0	0
305	Health Services Professionals	4	2	50.0%	0	0.0%	2	0	0	0	0	2	0	0	0	0
306	Academic Affairs Professionals	36	21	58.3%	2	5.6%	15	0	0	0	0	19	1	1	0	0
307	Counseling Professionals	5	2	40.0%	0	0.0%	3	0	0	0	0	2	0	0	0	0
308	Support Para-Professionals	77	58	75.3%	6	7.8%	17	2	0	0	0	54	2	0	1	1
401	Supervisors & Managers	57	26	45.6%	1	1.8%	30	1	0	0	0	26	0	0	0	0
402	Hall Directors	11	6	54.5%	1	9.1%	4	0	1	0	0	6	0	0	0	0
501	Technicians - Non-Union	66	14	21.2%	2	3.0%	50	0	0	1	1	14	0	0	0	0
502	Technicians - Health Services	10	7	70.0%	0	0.0%	3	0	0	0	0	7	0	0	0	0
503	Technicians - Union	4	1	25.0%	2	50.0%	1	0	0	0	2	1	0	0	0	0
504	Nurses	3	3	100.0%	0	0.0%	0	0	0	0	0	3	0	0	0	0
601	Clerical Administrative	43	41	95.3%	0	0.0%	2	0	0	0	0	41	0	0	0	0
602	Clerical Union	171	169	98.8%	5	2.9%	2	0	0	0	0	164	2	2	1	0
701	Skilled Trades - Union	44	0	0.0%	1	2.3%	43	1	0	0	0	0	0	0	0	0
801	Service - Union	169	94	55.6%	6	3.6%	71	1	0	3	0	92	0	0	0	2
Total Workforce		1,355	698	51.5%	88	6.5%	601	15	25	9	7	666	12	9	5	6
							44.4%	1.1%	1.8%	0.7%	0.5%	49.2%	0.9%	0.7%	0.4%	0.4%

Chart 2

FERRIS STATE UNIVERSITY

Progress Toward Goals: Females

Date Range: 10/16/08 to 12/31/09

Progress "X" - When placement rate equals or exceeds % goal

Progress "+" - Placement occurred but below % goal

Warning "X" - With opportunities, placement rate is 0%

JobGrp#	Job Group Name	Workforce (10/15/2008)	Total			Females						If Underutilized	
			New Hires	Promos	Opportunity	% Goal (10/15/2008)	Goal? (10/15/2008)	New Hires	Promos	Total	Placement Rate	Progress	Warning
101	Executives - General	14	3	1	4	36.5%	Yes	0		0	0.0%		X
102	Executives - Academic	19		1	1	56.4%	Yes			0	0.0%		X
201	Academic Counselors - Faculty	10		1	1	75.1%			1	1	100.0%		
202	Allied Health - Faculty	43	3	3	6	76.7%		3	3	6	100.0%		
203	Arts & Sciences - Faculty	172	8	10	18	43.1%	Yes	3	5	8	44.4%	X	
204	Business - Faculty	69	5	4	9	40.9%	Yes	3	2	5	55.6%	X	
205	Education - Faculty	32	4	3	7	60.9%	Yes	2	2	4	57.1%	X	
206	Optometry - Faculty	19	1		1	25.9%	Yes	1		1	100.0%	X	
207	Pharmacy - Faculty	37	5	1	6	44.0%		4		4	66.7%		
208	Technology - Faculty	97	2	7	9	16.2%	Yes	0	1	1	11.1%	+	
209	Library - Faculty	11	3		3	80.6%	Yes	3		3	100.0%		X
215	University College - Faculty	17	2	1	3	65.1%	Yes	1		1	33.3%	+	
301	Student Affairs Professionals	23	2		2	58.3%		2		2	100.0%		
302	Business Professionals	51	10	1	11	40.6%		7	1	8	72.7%		
303	Athletic Professionals	20	4		4	33.0%	Yes	0		0	0.0%		X
304	Public Safety Professionals	12	1		1	10.9%		0		0	0.0%		
305	Health Services Professionals	3	1		1	31.8%		1		1	100.0%		
306	Academic Affairs Professionals	33	6	1	7	56.1%		2	1	3	42.9%		
307	Counseling Professionals	5				65.2%	Yes				0.0%	no opportunity	
308	Support Para-Professionals	75	9	2	11	63.0%		5	2	7	63.6%		
401	Supervisors & Managers	56	2	2	4	39.8%		0	1	1	25.0%		
402	Hall Directors	11	3		3	68.0%		1		1	33.3%		
501	Technicians - Non-Union	65	2	2	4	36.0%	Yes	1	1	2	50.0%	X	
502	Technicians - Health Services	10				86.9%	Yes				0.0%	no opportunity	
503	Technicians - Union	2				18.0%					0.0%		
504	Nurses	3				93.5%					0.0%		
601	Clerical Administrative	45	2	2	4	96.2%		2	2	4	100.0%		
602	Clerical Union	174	10	5	15	88.0%		9	5	14	93.3%		
701	Skilled Trades - Union	44				5.4%	Yes				0.0%	no opportunity	
801	Service - Union	169	7	15	22	39.9%		3	11	14	63.6%		
Totals		1341	95	62	157			53	38	91	58.0%		
Rate of Activities			7.1%	4.6%	11.7%	# Groups Underutilized	14						

Chart 3

FERRIS STATE UNIVERSITY

Progress Toward Goals: Minorities

Date Range: 10/16/08 to 12/31/09

Progress "X" - When placement rate equals or exceeds % goal

Progress "+" - Placement occurred but below % goal

Warning "X" - With opportunities, placement rate is 0%

JobGrp#	Job Group Name	Workforce (10/15/2008)	Total			Minorities						If Underutilized	
			New Hires	Promos	Opportunity	% Goal (10/15/2008)	Goal? (10/15/2008)	New Hires	Promos	Total	Placement Rate	Progress	Warning
101	Executives - General	14	3	1	4	14.4%	Yes	0		0	0.0%		X
102	Executives - Academic	19		1	1	19.3%	Yes			0	0.0%		X
201	Academic Counselors - Faculty	10		1	1	27.9%	Yes			0	0.0%		X
202	Allied Health - Faculty	43	3	3	6	22.6%	Yes	1		1	16.7%	+	
203	Arts & Sciences - Faculty	172	8	10	18	9.2%		1		1	5.6%		
204	Business - Faculty	69	5	4	9	12.2%		1	1	2	22.2%		
205	Education - Faculty	32	4	3	7	21.9%	Yes	0		0	0.0%		X
206	Optometry - Faculty	19	1		1	5.0%		0		0	0.0%		
207	Pharmacy - Faculty	37	5	1	6	13.5%	Yes	0		0	0.0%		X
208	Technology - Faculty	97	2	7	9	20.1%	Yes	1		1	11.1%	+	
209	Library - Faculty	11	3		3	13.3%	Yes	0		0	0.0%		X
215	University College - Faculty	17	2	1	3	21.6%	Yes	0		0	0.0%		X
301	Student Affairs Professionals	23	2		2	19.3%	Yes	0		0	0.0%		X
302	Business Professionals	51	10	1	11	11.2%		2		2	18.2%		
303	Athletic Professionals	20	4		4	16.5%	Yes	0		0	0.0%		X
304	Public Safety Professionals	12	1		1	16.7%	Yes	0		0	0.0%		X
305	Health Services Professionals	3	1		1	23.0%	Yes	0			0.0%		X
306	Academic Affairs Professionals	33	6	1	7	19.6%	Yes	1		1	14.3%	+	
307	Counseling Professionals	5				28.5%	Yes				0.0%	no opportunity	
308	Support Para-Professionals	75	9	2	11	6.9%	Yes	0		0	0.0%		X
401	Supervisors & Managers	56	2	2	4	5.7%	Yes	0		0	0.0%		X
402	Hall Directors	11	3		3	29.5%	Yes	1		1	33.3%	X	
501	Technicians - Non-Union	65	2	2	4	13.5%	Yes	0		0	0.0%		X
502	Technicians - Health Services	10				12.1%	Yes				0.0%	no opportunity	
503	Technicians - Union	2				19.5%					0.0%		
504	Nurses	3				11.5%					0.0%		
601	Clerical Administrative	45	2	2	4	7.8%	Yes	0		0	0.0%		X
602	Clerical Union	174	10	5	15	7.5%	Yes	0	1	1	6.7%	+	
701	Skilled Trades - Union	44				6.4%	Yes				0.0%	no opportunity	
801	Service - Union	169	7	15	22	11.1%	Yes	0		0	0.0%		X
Totals		1341	95	62	157			8	2	10	6.4%		
Rate of Activities			7.1%	4.6%	11.7%	# Groups Underutilized	24						

Chart 4

FERRIS STATE UNIVERSITY

Summary: Employment Activities by Employee Group Workforce: 12/31/09 Employment Activities 10/16/08 - 12/31/09

Total Workforce		Employment Activities: 10/16/2008 to 01/01/2010			
Group	Employed Rate (12/31/09)	Applicant Self-ID Rate*	New Hire Rate	Separation Rate	Promotion Rate
Total	1355	566	95	80	62
Females	698 51.5%	337 59.5%	53 55.8%	48 60.0%	38 61.3%
Minorities	88 6.5%	45 8.0%	8 8.4%	6 7.5%	2 3.2%

Exec, Admin & Managers		Employment Activities: 10/16/2008 to 01/01/2010			
Group	Employed Rate (12/31/09)	Applicant Self-ID Rate*	New Hire Rate	Separation Rate	Promotion Rate
TOTAL	338	308	41	31	8
Females	175 51.8%	161 52.3%	18 43.9%	13 41.9%	5 62.5%
Minorities	20 5.9%	24 7.8%	4 9.8%	4 12.9%	0 0.0%

Faculty		Employment Activities: 10/16/2008 to 01/01/2010			
Group	Employed Rate (12/31/09)	Applicant Self-ID Rate*	New Hire Rate	Separation Rate	Promotion Rate
TOTAL	507	121	33	30	30
Females	194 38.3%	59 48.8%	20 60.6%	19 63.3%	14 46.7%
Minorities	52 10.3%	15 12.4%	4 12.1%	1 3.3%	1 3.3%

Support Staff		Employment Activities: 10/16/2008 to 01/01/2010			
Group	Employed Rate (12/31/09)	Applicant Self-ID Rate*	New Hire Rate	Separation Rate	Promotion Rate
TOTAL	510	137	21	19	24
Females	329 64.5%	117 85.4%	15 71.4%	16 84.2%	19 79.2%
Minorities	16 3.1%	6 4.4%	0 0.0%	1 5.3%	1 4.2%

*Applicant Self-Identification Rate = 50.7%

Ferris State University

6 - Summary of Affirmative Action Goals

Printed: 11/18/2010

Workforce: 12/31/2009

Job Grp #	Job Group Name	Total Employees	Utilization %		Availability %		Under Utilized		Differences	
			Females	Minorities	Females	Minorities	Females	Minorities	Females	Minorities
101	Executives - General	17	11.8%	5.9%	36.5%	14.4%	YES	YES	4	1
102	Executives - Academic	22	36.4%	0.0%	56.4%	19.3%	YES	YES	4	4
201	Academic Counselors-Faculty	9	77.8%	22.2%	75.3%	28.3%	NO	YES	0	1
202	Allied Health-Faculty	42	78.6%	4.8%	77.0%	22.8%	NO	YES	0	8
203	Arts & Sciences-Faculty	165	37.6%	12.1%	45.0%	20.5%	YES	YES	12	14
204	Business-Faculty	71	36.6%	15.5%	44.0%	17.9%	YES	YES	5	2
205	Education-Faculty	33	51.5%	3.0%	61.4%	24.3%	YES	YES	3	7
206	Optometry-Faculty	19	26.3%	10.5%	25.9%	5.0%	NO	NO	0	0
207	Pharmacy-Faculty	39	59.0%	10.3%	44.0%	13.5%	NO	YES	0	1
208	Technology-Faculty	97	4.1%	7.2%	16.3%	20.8%	YES	YES	12	13
209	Library-Faculty	14	64.3%	0.0%	80.9%	13.6%	YES	YES	2	2
215	University College-Faculty	18	44.4%	16.7%	65.1%	21.6%	YES	YES	4	1
301	Student Affairs Professionals	21	66.7%	19.0%	58.3%	19.3%	NO	NO	0	0
302	Business Professionals	57	50.9%	5.3%	40.6%	11.2%	NO	YES	0	3
303	Athletic Professionals	20	25.0%	5.0%	33.0%	16.5%	YES	YES	2	2
304	Public Safety Professionals	11	18.2%	9.1%	10.9%	16.7%	NO	YES	0	1
305	Health Services Professionals	4	50.0%	0.0%	31.8%	23.0%	NO	YES	0	1
306	Academic Affairs Professionals	36	58.3%	5.6%	56.1%	19.6%	NO	YES	0	5
307	Counseling Professionals	5	40.0%	0.0%	65.2%	28.5%	YES	YES	1	1
308	Support Para-Professionals	77	75.3%	7.8%	63.0%	6.9%	NO	NO	0	0
401	Supervisors & Managers	57	45.6%	1.8%	39.8%	5.7%	NO	YES	0	2
402	Hall Directors	11	54.5%	9.1%	68.0%	29.5%	YES	YES	1	2
501	Technicians - Non-Union	66	21.2%	3.0%	36.0%	13.5%	YES	YES	10	7
502	Technicians - Health Services	10	70.0%	0.0%	86.9%	12.1%	YES	YES	2	1
503	Technicians - Union	4	25.0%	50.0%	18.0%	19.5%	NO	NO	0	0
504	Nurses	3	100.0%	0.0%	93.5%	11.5%	NO	NO	0	0
601	Clerical Administrative	43	95.3%	0.0%	96.2%	7.8%	NO	YES	0	3
602	Clerical Union	171	98.8%	2.9%	88.0%	7.5%	NO	YES	0	8
701	Skilled Trades - Union	44	0.0%	2.3%	5.4%	6.4%	YES	YES	2	2
801	Service - Union	169	55.6%	3.6%	39.9%	11.1%	NO	YES	0	13
Total		1,355	51.51%	6.49%						

Chart 6