

Appendix E Underutilization Metropolitan State University - Internal Use Only
JOB CATEGORY AVAILABILITY/UTALIZATION/UNDERUTALIZATION ANALYSIS & ANNUAL GOALS
 Worksheet for comparing incumbency to availability and setting goals to correct underutilization.
 Availability as of 5/1/2018 (revised 8/26/2019)

WOMEN									
Job Categories	Total Employees in Job Group	Total Number of Women in Group	% of Women in the Group	Availability %	Availability Number	AAP 2018-2020 Number Underutilized	AAP 2016-2018 Number Underutilized	Improved, Not Improved, Same	Numerical Difference in the Two Plans
Officials/Administrators	14		50.00%	40.40%	6	0	3	Improved	+4
Education Administrators			28.57%	40.40%	3	1	0	Not Improved	-1
Professionals	203	121	59.61%	53.70%	109	0	10	Improved	+22
Resident Faculty	188	109	57.98%	47.60%	89	0	0	Same	+20
Community Faculty	241	115	47.72%	47.60%	115	0	1	Improved	+1
Office/Clerical	83	64	77.11%	61.30%	51	0	0	Same	+13
Skilled Craft			0.00%	6.50%	0	0	0	Same	0
Technicians			85.71%	51.00%	4	0	2	Improved	+4
Service Maintenance			0.00%	43.90%	1	1	1	Same	0
Paraprofessionals	37	18	48.65%	61.30%	23	5	0	Not Improved	-5
Totals	785	442	56.31%						

MINORITIES									
Job Categories	Total Employees in Job Group	Total Number of Minorities in Group	% of Minorities in the Group	Availability %	Availability Number	AAP 2018-2020 Number Underutilized	AAP 2016-2018 Number Underutilized	Improved, Not Improved, Same	Numerical Difference in the Two Plans
Officials/Administrators	14		28.57%	21.70%	3	0	0	Same	+1
Education Administrators			14.29%	21.70%	2	1	0	Not Improved	-1
Professionals	203	67	33.00%	12.50%	25	0	0	Same	+42
Resident Faculty	188	53	28.19%	24.90%	47	0	0	Same	+6
Community Faculty	241	50	20.75%	24.90%	60	10	1	Not Improved	-9
Office/Clerical	83	32	38.55%	13.40%	11	0	0	Same	+21
Skilled Craft			0.00%	12.20%	0	0	0	Same	0
Technicians			42.86%	14.00%	1	0	6	Improved	+8
Service Maintenance			50.00%	26.60%	1	0	2	Improved	+2
Paraprofessionals	37		24.32%	13.40%	5	0	0	Same	+4
Totals	785	220	28.03%						

INDIVIDUALS WITH DISABILITIES									
Job Categories	Total Employees in Job Group	Total Number of Indiv./ with Disabilities in Group	% of Indiv. w/ Disabilities in the Group	Availability %	Availability Number	AAP 2018-2020 Number Underutilized	AAP 2016-2018 Number Underutilized	Improved, Not Improved, Same	Numerical Difference in the Two Plans
Officials/Administrators	14		7.14%	7.00%	1	0	0	Same	0
Education Administrators			14.29%	7.00%	0	0	4	Improved	+5
Professionals	203	17	8.37%	7.00%	14	0	16	Improved	+19
Resident Faculty	188		3.72%	7.00%	13	6	7	Improved	+1
Community Faculty	241		3.73%	7.00%	17	8	8	Same	0
Office/Clerical	83		0.00%	7.00%	6	0	7	Improved	+7
Skilled Craft			7.23%	7.00%	0	0	3	Improved	+3
Technicians			0.00%	7.00%	0	0	3	Improved	+3
Service Maintenance			0.00%	7.00%	0	0	3	Improved	+3
Paraprofessionals	37		5.41%	7.00%	3	1	0	Not Improved	-1
Totals	785	43	5.48%						

VETERANS									
Job Categories	Total Employees in Job Group	Total Number of Veterans in Group	% of Veterans in the Group	Availability %	Availability Number	AAP 2018-2020 Number Underutilized	AAP 2016-2018 Number Underutilized	Improved, Not Improved, Same	Numerical Difference in the Two Plans
Officials/Administrators	14		7.14%	8.00%	1	0	0	Same	0
Education Administrators			0.00%	8.00%	1	1	7	Improved	+6
Professionals	203		3.94%	8.00%	16	8	4	Not Improved	-4
Resident Faculty	188		1.06%	8.00%	15	13	12	Not Improved	-1
Community Faculty	241		3.73%	8.00%	19	10	13	Improved	+3
Office/Clerical	83		0.00%	8.00%	7	6	2	Not Improved	-4
Skilled Craft			1.20%	8.00%	0	0	2	Improved	+2
Technicians			0.00%	8.00%	1	1	8	Improved	+7
Service Maintenance			0.00%	8.00%	0	0	3	Improved	+3
Paraprofessionals	37		0.00%	8.00%	3	3	0	Not Improved	-3
Totals	785	21	2.68%						

Source: American Fact Finder, operated by the U.S. Census Bureau. Labor Statistics for women and minorities compiled

Total employees results with fewer than 11 in category have been redacted to not reveal any persons identity