



STRATEGIES TO INCREASE DIVERSITY AND  
OPPORTUNITY FOR STUDENTS AND EMPLOYEES

**Gateway Technical College  
Office for Equal Opportunity and Civil Rights**

Prepared by Josh Vollendorf, MS, MSE, CHRS

**June 2019-May 2024**

## Gateway's commitment to equal opportunity and diversity

Gateway Technical College is committed to creating a culture where diversity, in all of its forms, is respected and valued. The college has a comprehensive policy (H-110: Equal Opportunity, Civil Rights, and Sexual Misconduct) that prohibits all forms of illegal discrimination and established the Office for Equal Opportunity and Civil Rights to provide prevention and awareness training, consultation services, and complaint investigation and resolution.

Gateway adheres to all federal and state civil rights laws prohibiting discrimination in employment and in public institutions of higher education.

The College will not discriminate against any employee, applicant for employment, student or applicant for admission on the basis of race, color, national origin, ancestry, sex, sexual orientation, creed, religion, political affiliation, marital status, parental status, pregnancy, disability, age, membership in any reserve component of the armed forces, union affiliation, arrest and conviction record, or any other protected category under applicable local, state or federal law, including protections for those opposing discrimination or participating in any resolution process on campus or within the Equal Employment Opportunity Commission or other human rights agencies.

This policy covers nondiscrimination in employment and in access to educational opportunities. Therefore, any member of the campus community who acts to deny, deprive or limit the educational or employment access, benefits and/or opportunities of any member of the campus community, guest or visitor on the basis of their actual or perceived membership in the protected classes listed above is in violation of Gateway's policy on nondiscrimination. When brought to the attention of the College, any such discrimination will be appropriately addressed and remedied by the College according to the Equity Resolution Process. Non-members of the campus community who engage in discriminatory actions within Gateway's programs or on College property are not under the jurisdiction of this policy, but can be subject to actions that limit their access and/or involvement with the College. All vendors serving the College through third-party contracts are subject by those contracts to Gateway policies and procedures, in addition to any in place through their employment.

*-Gateway's policy on non-discrimination and equal opportunity.*



*Bryan Albrech, Ed.D., President and CEO of Gateway Technical College*

## Affirmative Action Plan

The Office for Equal Opportunity and Civil Rights develops and monitors the annual affirmative action plan. This plan is fully compliant with federal affirmative action requirements and uses several forms of analysis to evaluate utilization and adverse impact. The adverse impact analysis is used by enforcement agencies and the courts to determine if there is disparate impact (unintentional) discrimination and disparate treatment as a result of policies, practices, and procedures of an organization.

## Development and use of Goals

Placement (hiring and promotion) goals are established based on statistical analysis under an affirmative action plan. This is distinct from the idea of promoting diversity through equal opportunity. When there are no specific goals or barrier removal based on adverse impact under an affirmative action plan, the college can and should continue to promote diversity and equal opportunity in all of its programs and operations. As with placement goals, diversity strategies must comply with federal laws such as the 1964 Civil Rights Act and the Wisconsin Fair Employment Act.

Specifically, federal law, 41 CFR Section 60-2.16(e), requires the following in regard to goals:

1. Placement goals are neither rigid or inflexible quotas, nor are they considered to be either a ceiling or a floor for the employment of particular groups.
2. All employment decisions are made in a nondiscriminatory manner. Placement goals are not used to extend a preference to any individual, select an individual, or adversely affect an individual's employment status on the basis of that person's race, color, religion, sex, sexual orientation, gender identity, or national origin.
3. Placement goals do not create set-asides for specific groups, nor are they intended to achieve proportional representation or equal results.
4. Placement goals are not used to supersede merit selection principles.

In addition, prior to considering race-conscious programming, government organizations must first implement and document the use of race-neutral measures that have proven to be ineffective. Any race-conscious program instituted by a government entity, including public institutes of higher education, will be evaluated by the courts using the strict scrutiny test (*Regents of the University of California v. Bakke*, 438 U.S. 265 [1978]). The strict scrutiny test involves the following:

1. The program must be justified by a compelling governmental interest. This concept refers to something that is necessary or crucial for the functioning of the state, rather than just something that the state wants. An example of a compelling governmental interest would be national security. Whether or not the state has a compelling governmental interest in the incorporation of minority students in places of public education is a key question in any affirmative action case coming before the court.
2. The law or program must be narrowly tailored to achieve the state's compelling governmental interest. For example, even if the court found that states had a compelling governmental interest in incorporating minority students, the state would have to demonstrate that its program only incorporated eligible candidates. A person could not be admitted to an institution of higher education simply because of his racial background.

- The law or program must use the least restrictive means for achieving the state’s compelling governmental interest; that is, there cannot be a less restrictive way to effectively achieve the compelling governmental interest.

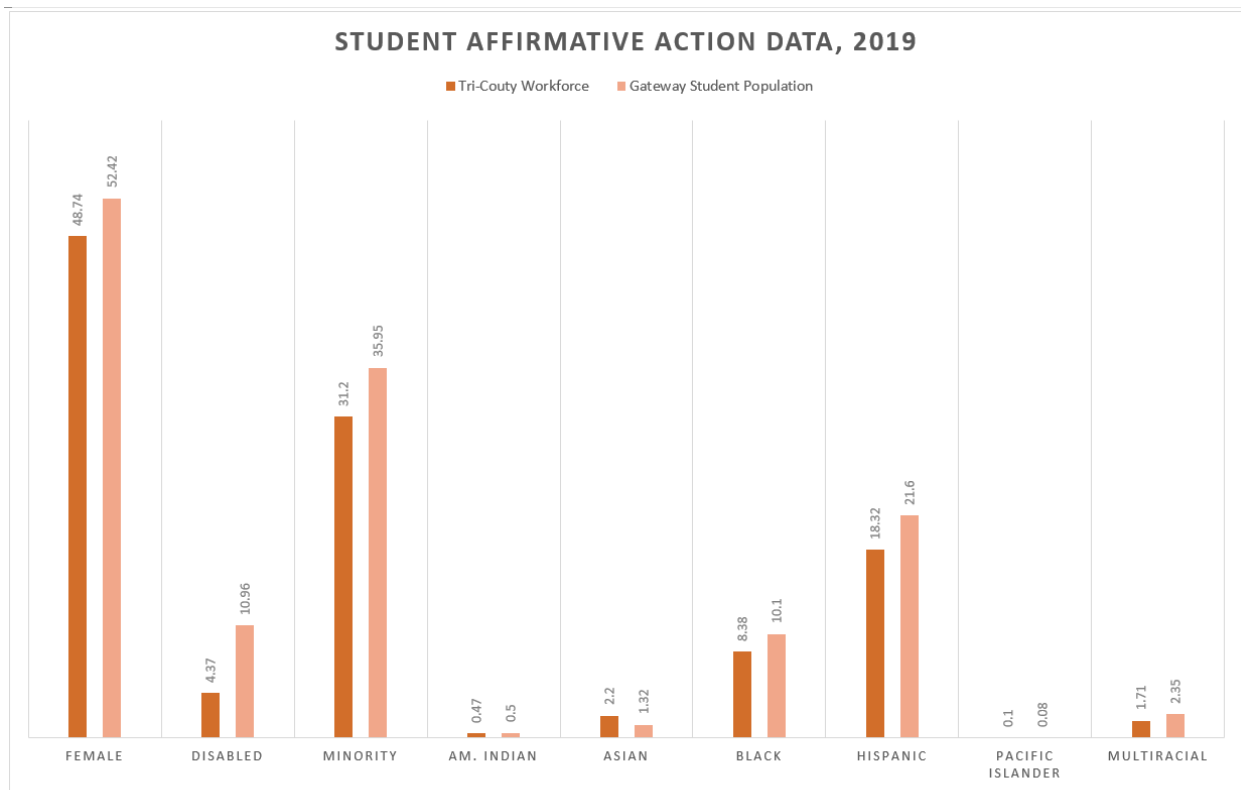
Gateway’s efforts to increase employee and student diversity, apart from its affirmative action program, meet these requirements.

## Promoting Diversity of Students and Employees

Gateway has undertaken numerous initiatives to increase the diversity of the student body and employees. While numerous initiatives are underway, the following are those that have the largest impact on removing barriers and increasing opportunity.

### Gateway’s student body

Gateway’s student body is diverse and representation among all groups, with rare exception, meets or exceeds representation in the tri-county district. As a result, goals are not established for any group.



Tri-county workforce data includes all individuals in the Walworth, Kenosha, and Racine Counties between ages 16 and 65.

Current student population is representative of the community. The college recognizes that there are equity gaps relating to persistence and retention, especially among black/African American and Hispanic students. Program enrollment and graduation data is available in appendix A. The college is currently studying this issue to develop additional, targeted programming to address these issues.

## Diversity Actions & Initiatives

<b>Goal #1: Increase the graduation rate of persons of color and those with disabilities.</b>		
<b>Strategy/Activity</b>	<b>Person(s) responsible</b>	<b>Timeframe</b>
Determine the reasons why certain student populations are not completing their credentials.	Institutional research, student success, student services	2021
Develop specific strategies to address the equity gaps.	Institutional research, student success, student services	2023
<b>Method of evaluation:</b> Institutional Effectiveness and other departments will conduct a study and determine appropriate strategies to effectively address equity gaps.		
<b>Goal #2: Make the college more welcoming to and supportive of students, including students of color, non-traditional students, and those with disabilities</b>		
Provide tailored and directed student mentoring services.	Heads Up Mentoring	Currently implemented, Ongoing
Increase the reach of multicultural students to reach a larger audience of students.	Learning Success, DEI committee	2019, then ongoing
Conduct an ADA assessment of the physical campus to identify barriers.	Office for Equal Opportunity and Civil Rights, Facilities	2019-2020
Implement corrective measures to address priority items relating to accessibility barriers.	Facilities, Office for Equal Opportunity and Civil Rights	2019-2021
Implement accessibility plans to increase accessibility of student-related programming and services.	Office for Equal Opportunity and Civil Rights, IT, Student Services, Student Success, Learning Success.	Ongoing
Program technical standards are written in accessible language.	Office for Equal Opportunity and Civil Rights, academic program deans	2020
<b>Method of evaluation:</b> The Dean of Learning Success will evaluate the mentoring program and number of students reached by multi-cultural services. The Director of Compliance will work with facilities to implement the recommendations of the ADA assessment and with the accessibility committee regarding accessibility plans.		

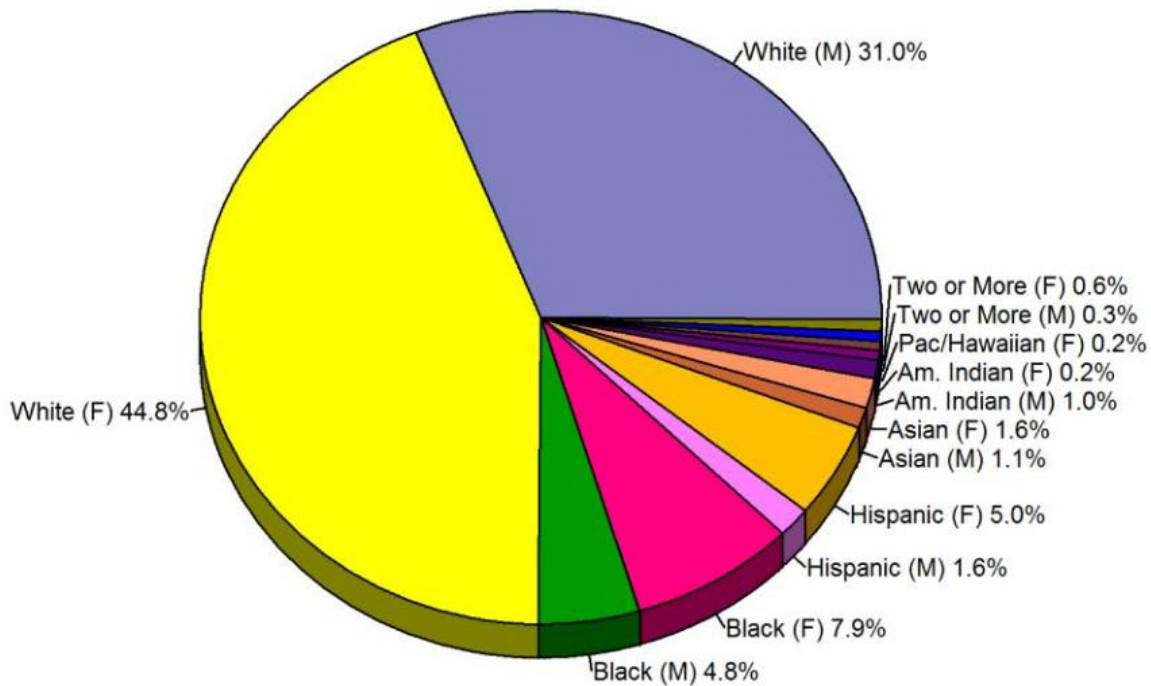
The following table identifies Gateway's actions to increase student diversity and improve retention in support of the above goals.

<b>Current initiatives</b>	<b>Future initiatives</b>
<b>Pathway Credentials:</b> Career Pathways include short-term, stackable credentials that lead to a degree and jobs in high-demand industries.	<b>Multiple Measures:</b> Multiple measures are used to determine math and English course placement rather than relying solely on a single placement

Current initiatives	Future initiatives
Students are able to complete fewer classes to obtain credentials to enter the workforce sooner.	exam. This more accurately places students in the correct class to increase performance and reduce unnecessary classes.
<b>Marketing:</b> Gateway’s student marketing includes a focus on diverse representation in marketing materials and non-traditional occupations.	<b>Review of admission requirements:</b> A comprehensive review of program specific admission requirements to remove unneeded elements and barriers to admission.
<b>Student Support Services:</b> Gateway offers a plethora of support services for all students, including multicultural services, learning success coaching, tutoring services, disability support services, student support counseling, non-traditional occupation support services, career and employment services, academic development programs, and veteran services.	<b>Open Educational Resources (OER):</b> OERs are free resources used in a course in the place of textbooks. This removes a significant financial barrier (textbooks) for many students, especially those who are economically disadvantaged.
<b>Financial literacy:</b> In addition to providing basic financial literacy services, this program helps students understand student loans and finance options.	<b>Scholarship Day:</b> Better promotion of foundation scholarships so that more students who need financial aid are aware of the available scholarships.
<b>Scholarships:</b> Over \$200,000 is awarded in non-academic scholarships each year through the Gateway Foundation. Several scholarships are available for student from specific populations to support retention and address financial needs.	<b>On-site interviews:</b> Bringing employers to campus to talk about their companies and jobs so that students can see future opportunities. This will allow students to see a possible tangible goal at the end of their education.
<b>Staff diversity:</b> Gateway’s staff and faculty is diverse which allows them to relate to students and students to identify with employees.	<b>First Year Experience Course:</b> Research shows that a first year experience course increase persistence and retention.
<b>High school outreach:</b> New Student Specialist work directly in and with each high school in the district to increase awareness of Gateway’s programs and the benefits of technical education programs. Through this outreach, thousands of high school students tour Gateway campuses/programs each year.	<b>Faculty Early Alert Portal:</b> This program will allow faculty to send referral to student services for students who are experiencing personal or academic issues. The program will then connect the student to the appropriate support service to increase retention.
<b>Removal of the computer skills assessment:</b> This action removed a barrier to program entrance and was determined not to be indicative of program success.	<b>Adult Promise:</b> This program would be similar to the student promise program, but focused on the adult population.
<b>The Gateway Promise:</b> The Promise Program, with its needs-based requirement, provides economically disadvantaged youth to receive financial assistance, case management, and other support programming to increase persistence and retention.	<b>Financial Literacy Plan:</b> Moving beyond a financial literacy class, the financial literacy plan would be a requirement for students. The goal would be to help students reduce reliance on federal loans.

## Gateway's Employees

Gateway's employee population is diverse. The affirmative action plan did not identify any action items or placement goals as employee representation was close to, met, or exceeded the availability in the workforce.



## Diversity Actions & Initiatives

<b>Goal #1: Increase self-identification of disability and veteran status.</b>		
<b>Target date: June 2020</b>		
Conduct annual survey of employees.	Office for Equal Opportunity and Civil Rights	June 2020, then annually
Educate employees about how to file a request for a reasonable accommodation if needed.	Office for Equal Opportunity and Civil Rights	June 2020, Then annually
<b>Method of evaluation:</b> The Director of Compliance will collect survey data and monitor accommodation requests. Success will be determined by an increase in self-identification and accommodations.		
<b>Goals #2: Increase employee knowledge of civil rights and equal opportunity.</b>		
<b>Target date to train existing employees: December 2020</b>		
Provide training to employees, to include supervisory staff, regarding civil rights, sexual misconduct, and equal opportunity.	Office for Equal Opportunity and Civil Rights	Nov 2019 for supervisors, then annually.

		June 2020 for employees, then annually
Work with human resources and student services to implement goals from diversity strategies plan.	Office for Equal Opportunity and Civil Rights	July 2020, then ongoing
<b>Method of evaluation:</b> The Director of Compliance will provide training to each department regarding civil rights law and reporting methods at least annually.		
<b>Goal #3: Make the college more welcoming to and supportive of employees, including employees of color, non-traditional students, and those with disabilities</b>		
Implement accessibility plans to increase accessibility of employee-related programming and services.	Office for Equal Opportunity and Civil Rights, IT, human resources	June 2024
Incorporate evidence-based cultural competency training for employees into professional development.	Employee Learning, DEI committee	August 2020, then ongoing
<b>Method of evaluation:</b> The Director of Compliance will work with the accessibility committee to implement and monitor accessibility plans. The Employee Learning Manager and DEI committee will provide training opportunities for employees.		
<b>Goal #4: Increase recruitment of a diverse applicant pool, including veterans and those with disabilities.</b>		
Post job announcement on job boards and websites that reach a diverse audience.	Human resources	March 2020, then ongoing
Provide interview training that includes a training on laws relating to interviewing, best practices in interviewing, and implicit bias.	Human resources, Office for Equal Opportunity and Civil Rights	May 2020, then annually
<b>Method of evaluation:</b> The affirmative action officer will monitor statistics relating to applicants and hires; the Talent Acquisition Manager will post jobs on diverse sites, including those that target specific populations consistent with the affirmative action plan, and track success of career fairs and outreach efforts; and training will be developed and provided to all interview panel members annually.		

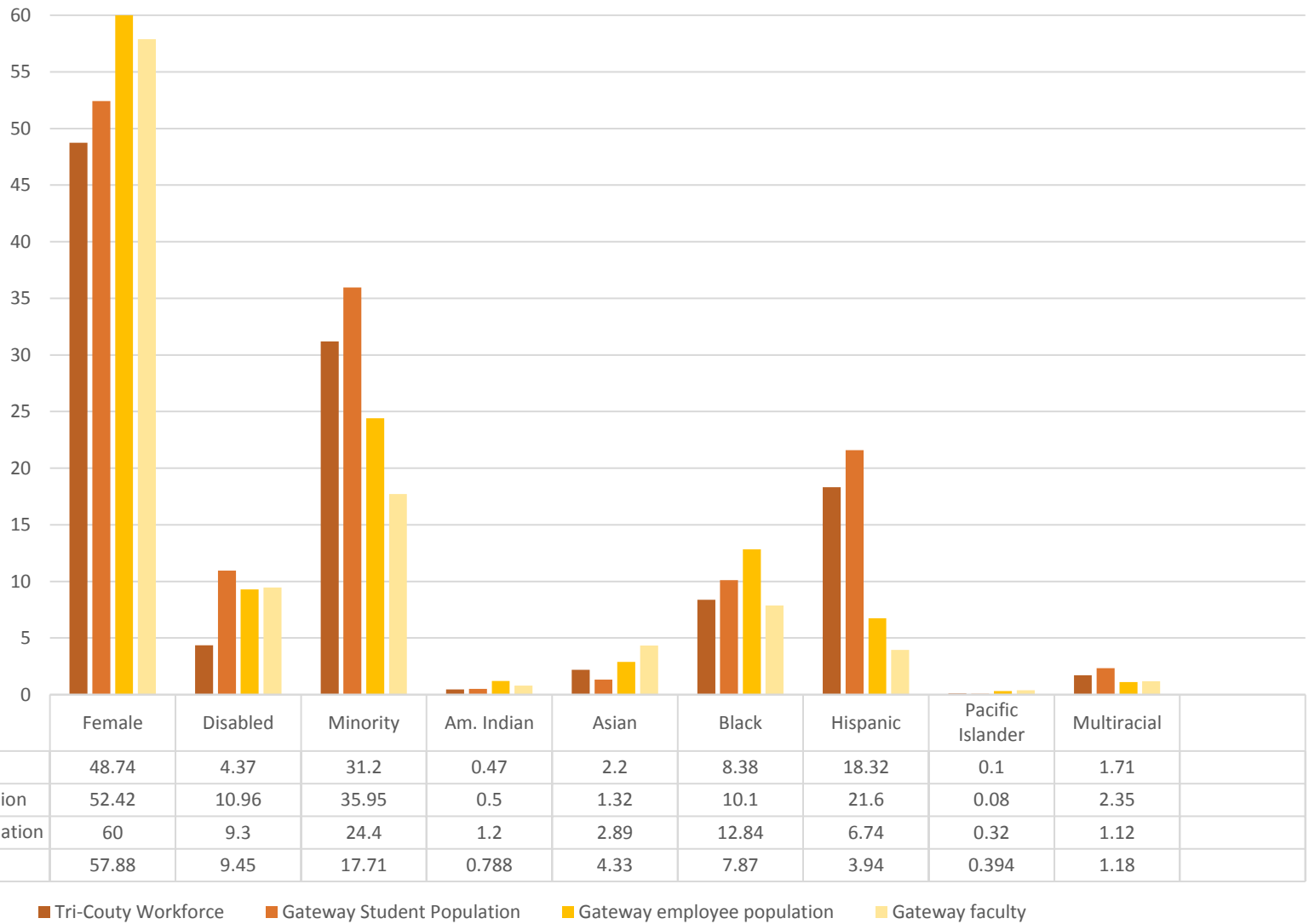
The following table identifies Gateway’s actions to increase employee diversity and equal opportunity.

<b>Current initiatives</b>	<b>Future initiatives</b>
<b>Removing barrier to employment:</b> By reviewing the minimum qualifications for positions and removing excessive or unnecessary qualification, the applicant pool is increased in number and diversity.	<b>Bias training:</b> Subject matter review team members and interview team members will be trained on implicit bias as well as advanced interview techniques. This training will include a review of best practices and legal considerations of interviewing.
<b>Reviewing advertising resources:</b> Gateway continuously reviews the diversity of employment advertising as well as the effectiveness of each resource.	<b>Pre-boarding:</b> This process will engage prospective candidates while the human resource process continues. This will prevent a loss of qualified applicants during this waiting period.



<b>Current initiatives</b>	<b>Future initiatives</b>
<b>Sourcing:</b> Jobs are sourced from diverse resources to cast the widest possible net of applicants.	
<b>Review and interview teams:</b> The subject matter review and interview teams are diverse and include males and females, different racial groups, and individuals from different positions.	

### Student & employee affirmative action data, 2019



Tri-county workforce data includes all individuals in the Walworth, Kenosha, and Racine Counties between ages 16 and 65. Different workforce comparison data may be used for employee affirmative action planning based on job title and reasonable recruitment area in accordance with legal requirements.

**Warning - The Selected Fiscal Year Is Not Final**

Fiscal Year: 2019  
District: Gateway Technical College

ALL PROGRAMS							
ENROLLEE COMPARISON							
Factors For Consideration	Total Population	Female		Disabled		Minority	
		Count	Percent	Count	Percent	Count	Percent
Total Enrollment (1)	14,740	7,686	52.14 %	685	4.65 %	5,100	34.60%
District POP (2)	228,577	109,141	47.75 %	14,979	6.55 %	42,652	18.66%
% Difference (3)			4.40 %		-1.91 %		15.94%
<b>** DISABLED STUDENT POPULATION MAY BE OUT OF COMPLIANCE **</b>							
GRADUATE COMPARISON							
Factors For Consideration	Total Population	Female		Disabled		Minority	
		Count	Percent	Count	Percent	Count	Percent
Total Graduates (4)	1,516	1,021	67.35 %	89	5.87 %	501	33.05%
Total Enrollment (1)	14,740	7,686	52.14 %	685	4.65 %	5,100	34.60%
% Difference (5)			15.20 %		1.22 %		-1.55%
<b>** MINORITY GRAD POPULATION MAY BE OUT OF COMPLIANCE **</b>							

- (1) : Student Program Or Course Enrollment Count
- (2) : District Population (18-64 years old) Value from 5-year ACS
- (3) : ( Student Program Or Course Enrollment Count% - District Population Value from Census Records% )
- (4) : Student Graduate Count
- (5) : ( Student Graduate Count% - Student Program Or Course Enrollment Count% )

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Fiscal Year: 2019  
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Agriculture							
ENROLLEE COMPARISION							
Factors For Consideration	Total Population	Female		Disabled		Minority	
		Count	Percent	Count	Percent	Count	Percent
Total Enrollment (1)	447	267	59.73 %	27	6.04 %	96	21.48%
District POP (2)	228,577	109,141	47.75 %	14,979	6.55 %	42,652	18.66%
% Difference (3)			11.98 %		-0.51 %		2.82%
GRADUATE COMPARISION							
Factors For Consideration	Total Population	Female		Disabled		Minority	
		Count	Percent	Count	Percent	Count	Percent
Total Graduates (4)	22	19	86.36 %	2	9.09 %	2	9.09%
Total Enrollment (1)	447	267	59.73 %	27	6.04 %	96	21.48%
% Difference (5)			26.63 %		3.05 %		-12.39%
<b>** MINORITY GRAD POPULATION MAY BE OUT OF COMPLIANCE **</b>							

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<b>Business</b>							
<b>ENROLLEE COMPARISION</b>							
<b>Factors For Consideration</b>	<b>Total Population</b>	<b>Female</b>		<b>Disabled</b>		<b>Minority</b>	
		Count	Percent	Count	Percent	Count	Percent
Total Enrollment (1)	4,236	1,932	45.61 %	120	2.83 %	1,630	38.48%
District POP (2)	228,577	109,141	47.75 %	14,979	6.55 %	42,652	18.66%
% Difference (3)			-2.14 %		-3.72 %		19.82%
** FEMALE STUDENT POPULATION MAY BE OUT OF COMPLIANCE **							
** DISABLED STUDENT POPULATION MAY BE OUT OF COMPLIANCE **							
<b>GRADUATE COMPARISION</b>							
<b>Factors For Consideration</b>	<b>Total Population</b>	<b>Female</b>		<b>Disabled</b>		<b>Minority</b>	
		Count	Percent	Count	Percent	Count	Percent
Total Graduates (4)	217	117	53.92 %	20	9.22 %	75	34.56%
Total Enrollment (1)	4,236	1,932	45.61 %	120	2.83 %	1,630	38.48%
% Difference (5)			8.31 %		6.38 %		-3.92%
** MINORITY GRAD POPULATION MAY BE OUT OF COMPLIANCE **							

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Family & Consumer Ed							
ENROLLEE COMPARISION							
Factors For Consideration	Total Population	Female		Disabled		Minority	
		Count	Percent	Count	Percent	Count	Percent
Total Enrollment (1)	688	564	81.98 %	67	9.74 %	260	37.79%
District POP (2)	228,577	109,141	47.75 %	14,979	6.55 %	42,652	18.66%
% Difference (3)			34.23 %		3.19 %		19.13%
GRADUATE COMPARISION							
Factors For Consideration	Total Population	Female		Disabled		Minority	
		Count	Percent	Count	Percent	Count	Percent
Total Graduates (4)	53	46	86.79 %	3	5.66 %	22	41.51%
Total Enrollment (1)	688	564	81.98 %	67	9.74 %	260	37.79%
% Difference (5)			4.82 %		-4.08 %		3.72%
<b>** DISABLED GRAD POPULATION MAY BE OUT OF COMPLIANCE **</b>							

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General Ed							
ENROLLEE COMPARISION							
Factors For Consideration	Total Population	Female		Disabled		Minority	
		Count	Percent	Count	Percent	Count	Percent
Total Enrollment (1)	818	511	62.47 %	37	4.52 %	229	28.00%
District POP (2)	228,577	109,141	47.75 %	14,979	6.55 %	42,652	18.66%
% Difference (3)			14.72 %		-2.03 %		9.34%
** DISABLED STUDENT POPULATION MAY BE OUT OF COMPLIANCE **							
GRADUATE COMPARISION							
Factors For Consideration	Total Population	Female		Disabled		Minority	
		Count	Percent	Count	Percent	Count	Percent
Total Graduates (4)	0	0	0.00 %	0	0.00 %	0	0.00%
Total Enrollment (1)	818	511	62.47 %	37	4.52 %	229	28.00%
% Difference (5)			-62.47 %		-4.52 %		-28.00%
** FEMALE GRAD POPULATION MAY BE OUT OF COMPLIANCE **							
** DISABLED GRAD POPULATION MAY BE OUT OF COMPLIANCE **							
** MINORITY GRAD POPULATION MAY BE OUT OF COMPLIANCE **							

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Graphics							
ENROLLEE COMPARISION							
Factors For Consideration	Total Population	Female		Disabled		Minority	
		Count	Percent	Count	Percent	Count	Percent
Total Enrollment (1)	267	155	58.05 %	38	14.23 %	100	37.45%
District POP (2)	228,577	109,141	47.75 %	14,979	6.55 %	42,652	18.66%
% Difference (3)			10.30 %		7.68 %		18.79%
GRADUATE COMPARISION							
Factors For Consideration	Total Population	Female		Disabled		Minority	
		Count	Percent	Count	Percent	Count	Percent
Total Graduates (4)	23	13	56.52 %	3	13.04 %	6	26.09%
Total Enrollment (1)	267	155	58.05 %	38	14.23 %	100	37.45%
% Difference (5)			-1.53 %		-1.19 %		-11.37%
<p><b>** FEMALE GRAD POPULATION MAY BE OUT OF COMPLIANCE **</b></p> <p><b>** DISABLED GRAD POPULATION MAY BE OUT OF COMPLIANCE **</b></p> <p><b>** MINORITY GRAD POPULATION MAY BE OUT OF COMPLIANCE **</b></p>							

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Health							
ENROLLEE COMPARISION							
Factors For Consideration	Total Population	Female		Disabled		Minority	
		Count	Percent	Count	Percent	Count	Percent
Total Enrollment (1)	3,155	2,704	85.71 %	192	6.09 %	1,143	36.23%
District POP (2)	228,577	109,141	47.75 %	14,979	6.55 %	42,652	18.66%
% Difference (3)			37.96 %		-0.47 %		17.57%
GRADUATE COMPARISION							
Factors For Consideration	Total Population	Female		Disabled		Minority	
		Count	Percent	Count	Percent	Count	Percent
Total Graduates (4)	858	722	84.15 %	32	3.73 %	299	34.85%
Total Enrollment (1)	3,155	2,704	85.71 %	192	6.09 %	1,143	36.23%
% Difference (5)			-1.56 %		-2.36 %		-1.38%
<p><b>** FEMALE GRAD POPULATION MAY BE OUT OF COMPLIANCE **</b></p> <p><b>** DISABLED GRAD POPULATION MAY BE OUT OF COMPLIANCE **</b></p> <p><b>** MINORITY GRAD POPULATION MAY BE OUT OF COMPLIANCE **</b></p>							

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Industrial							
ENROLLEE COMPARISION							
Factors For Consideration	Total Population	Female		Disabled		Minority	
		Count	Percent	Count	Percent	Count	Percent
Total Enrollment (1)	1,233	130	10.54 %	46	3.73 %	302	24.49%
District POP (2)	228,577	109,141	47.75 %	14,979	6.55 %	42,652	18.66%
% Difference (3)			-37.20 %		-2.82 %		5.83%
** FEMALE STUDENT POPULATION MAY BE OUT OF COMPLIANCE **							
** DISABLED STUDENT POPULATION MAY BE OUT OF COMPLIANCE **							
GRADUATE COMPARISION							
Factors For Consideration	Total Population	Female		Disabled		Minority	
		Count	Percent	Count	Percent	Count	Percent
Total Graduates (4)	98	5	5.10 %	5	5.10 %	21	21.43%
Total Enrollment (1)	1,233	130	10.54 %	46	3.73 %	302	24.49%
% Difference (5)			-5.44 %		1.37 %		-3.06%
** FEMALE GRAD POPULATION MAY BE OUT OF COMPLIANCE **							
** MINORITY GRAD POPULATION MAY BE OUT OF COMPLIANCE **							

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Marketing							
ENROLLEE COMPARISON							
Factors For Consideration	Total Population	Female		Disabled		Minority	
		Count	Percent	Count	Percent	Count	Percent
Total Enrollment (1)	1,078	519	48.14 %	21	1.95 %	383	35.53%
District POP (2)	228,577	109,141	47.75 %	14,979	6.55 %	42,652	18.66%
% Difference (3)			0.40 %		-4.61 %		16.87%
** DISABLED STUDENT POPULATION MAY BE OUT OF COMPLIANCE **							
GRADUATE COMPARISON							
Factors For Consideration	Total Population	Female		Disabled		Minority	
		Count	Percent	Count	Percent	Count	Percent
Total Graduates (4)	26	18	69.23 %	2	7.69 %	6	23.08%
Total Enrollment (1)	1,078	519	48.14 %	21	1.95 %	383	35.53%
% Difference (5)			21.09 %		5.74 %		-12.45%
** MINORITY GRAD POPULATION MAY BE OUT OF COMPLIANCE **							

- (1) : Student Program Or Course Enrollment Count
- (2) : District Population (18-64 years old) Value from 5-year ACS
- (3) : ( Student Program Or Course Enrollment Count% - District Population Value from Census Records% )
- (4) : Student Graduate Count
- (5) : ( Student Graduate Count% - Student Program Or Course Enrollment Count% )

**Warning - The Selected Fiscal Year Is Not Final**

Fiscal Year: 2019  
District: Gateway Technical College

Service							
ENROLLEE COMPARISION							
Factors For Consideration	Total Population	Female		Disabled		Minority	
		Count	Percent	Count	Percent	Count	Percent
Total Enrollment (1)	1,130	649	57.43 %	91	8.05 %	499	44.16%
District POP (2)	228,577	109,141	47.75 %	14,979	6.55 %	42,652	18.66%
% Difference (3)			9.69 %		1.50 %		25.50%
GRADUATE COMPARISION							
Factors For Consideration	Total Population	Female		Disabled		Minority	
		Count	Percent	Count	Percent	Count	Percent
Total Graduates (4)	141	71	50.35 %	14	9.93 %	46	32.62%
Total Enrollment (1)	1,130	649	57.43 %	91	8.05 %	499	44.16%
% Difference (5)			-7.08 %		1.88 %		-11.54%
** FEMALE GRAD POPULATION MAY BE OUT OF COMPLIANCE **							
** MINORITY GRAD POPULATION MAY BE OUT OF COMPLIANCE **							

(1) : Student Program Or Course Enrollment Count  
 (2) : District Population (18-64 years old) Value from 5-year ACS  
 (3) : ( Student Program Or Course Enrollment Count% - District Population Value from Census Records% )  
 (4) : Student Graduate Count  
 (5) : ( Student Graduate Count% - Student Program Or Course Enrollment Count% )

**Warning - The Selected Fiscal Year Is Not Final**

Fiscal Year: 2019  
District: Gateway Technical College

Technical And TV							
ENROLLEE COMPARISION							
Factors For Consideration	Total Population	Female		Disabled		Minority	
		Count	Percent	Count	Percent	Count	Percent
Total Enrollment (1)	1,688	255	15.11 %	46	2.73 %	458	27.13%
District POP (2)	228,577	109,141	47.75 %	14,979	6.55 %	42,652	18.66%
% Difference (3)			-32.64 %		-3.83 %		8.47%
** FEMALE STUDENT POPULATION MAY BE OUT OF COMPLIANCE **							
** DISABLED STUDENT POPULATION MAY BE OUT OF COMPLIANCE **							
GRADUATE COMPARISION							
Factors For Consideration	Total Population	Female		Disabled		Minority	
		Count	Percent	Count	Percent	Count	Percent
Total Graduates (4)	78	10	12.82 %	8	10.26 %	24	30.77%
Total Enrollment (1)	1,688	255	15.11 %	46	2.73 %	458	27.13%
% Difference (5)			-2.29 %		7.53 %		3.64%
** FEMALE GRAD POPULATION MAY BE OUT OF COMPLIANCE **							

- (1) : Student Program Or Course Enrollment Count
- (2) : District Population (18-64 years old) Value from 5-year ACS
- (3) : ( Student Program Or Course Enrollment Count% - District Population Value from Census Records% )
- (4) : Student Graduate Count
- (5) : ( Student Graduate Count% - Student Program Or Course Enrollment Count% )

# **APPENDIX B**

**PRIVILEGED AND CONFIDENTIAL**

**AFFIRMATIVE ACTION PROGRAM  
FOR  
WOMEN & MINORITIES**

**Gateway Technical College**

3520 30th Avenue  
Kenosha, WI 53144



# AFFIRMATIVE ACTION PROGRAM FOR WOMEN & MINORITIES

**Contractor :** Gateway Technical College  
3520 30th Avenue  
Kenosha, WI 53144

**EEO Coordinator :** Josh Vollendorf, MS, MSE, CHRS  
Gateway Technical College, Office for Equal Opportunity and Civil Rights  
3520 30th Avenue  
Kenosha, WI 53144

## **CONFIDENTIAL TRADE SECRET MATERIALS**

**(Not for distribution except on a need-to-know basis.)**

This affirmative action program contains confidential information that is subject to the provision of 18 U.S.C. 1905, *Chrysler Corp. v. Brown*, 441 U.S. 281, 19 FEP 475 (1979). Furthermore, release of any trade secret, confidential statistical or commercial information is considered arbitrary and capricious and is in violation of the Administrative Procedure Act. See *CNA Financial Corp. v. Donovan* 830 F.2nd 1132, 1144 and n. 73 (D.C. Cir.) certiorari denied, 485 U.S. 977 (1988). Copies of this affirmative action program and all related appendices, documents, and support data are made available on loan to the U.S. Government upon the request of said Government on the condition that the Government holds them totally confidential and does not release copies to any persons whatsoever. This affirmative action program and its appendices and other supporting documents contain much confidential information that may reveal, directly or indirectly, plans for business or geographical expansion or contraction. Pursuant to the Freedom of Information Act, this affirmative action program is exempt from disclosure, reproduction and distribution upon the grounds, among others, that such material constitutes 1) personnel files, the disclosure of which would constitute a clearly unwarranted invasion of personal privacy, and that are exempt from disclosure under 5 U.S.C. 552(b) (6); 2) confidential, commercial or financial information, which is exempt from disclosure under 5 U.S.C. 552(b) (4); 3) investigatory records compiled for law enforcement purposes, the production of which would constitute an unwarranted invasion of personal privacy, and that are exempt from disclosure under 5 U.S.C. 552(b) (7) (C); and 4) matters specifically exempted from disclosure by statute, which are exempt from disclosure under 5 U.S.C. 552(b) (3). Notice is hereby given of a request that this Program be kept confidential.

Gateway Technical College wishes to make it clear that it does not consent to the release of any information whatsoever contained in this affirmative action program under the Freedom of Information Act or otherwise. If the U.S. Government, or any agency or subdivision thereof, is considering breaching the conditions under which this affirmative action program was loaned to such government, or is considering a request of this Program under the Freedom of Information Act, request is hereby made that the Government immediately notify Gateway Technical College and its counsel of any and all Freedom of Information Act requests by the government or any other contemplated release of this Program by the Government that relates to information obtained by the Government. Gateway Technical College further requests that everyone who has any contact with this affirmative action program and its supporting appendices, documents and other data treats such information as totally confidential and that such information not be released to any person whatsoever. Retention or disclosure of information relating to identifiable individuals may also violate the Privacy Act of 1974.



## **INTRODUCTION**

Gateway Technical College develops an annual affirmative action program as one of several tools to implement the affirmative action policies effectively. The form, language and analysis of the program necessarily complies with the requirements of 41 CFR 60-2, et seq. (affirmative action programs) and other regulations established pursuant to the provisions of Executive Order 11246 and all other civil rights related laws and regulations that have or may be enacted, as amended. Accordingly, terminology such as "problem areas" and "utilization analysis" appearing in this affirmative action program is that which the organization is required to use by these regulations. The criteria used in relation to these terms are those specified by the Government. These terms have no independent legal or factual significance whatsoever. Although Gateway Technical College uses this terminology and methodology in connection with this affirmative action program and the affirmative action policies, such usage does not necessarily signify that the organization agrees that these terms properly apply to any particular factual situation.

Information regarding identifiable individuals is private and confidentially maintained. Everyone who has official access to confidential data will exercise every precaution to protect this information.

## **DESIGNATION OF RESPONSIBILITY**

### **41 CFR Section 60-2.17(a), 60-2.10(b)(2)(i)**

Bryan Albrecht, President and CEO, has overall responsibility for implementation of the college's policy on equal opportunity, civil rights, and sexual misconduct (policy H-110). Josh Vollendorf, MS, MSE, CHRS, Affirmative Action Officer, assumes the responsibility for the development, implementation and monitoring of the affirmative action program, which includes all those positions located in subordinate and/or lower-level establishments for which the selection decisions are made at the corporate level.

Responsibility for the implementation and monitoring of the affirmative action program rests with the Affirmative Action Officer, whose responsibilities include but are not limited to the following:

1. Developing policy statements and affirmative action programs.
2. Developing internal and external communication procedures when appropriate.
3. Developing an internal audit and reporting system that:
  - a. Identifies areas that require remedial action, and develops programs to correct those problem areas.
  - b. Determines the degree to which the goals and objectives are reached.
4. Monitoring the following internal practices:
  - a. Proper display of EEO posters and policies.
  - b. Full participation of minority, female, and disabled employees in all Gateway Technical College sponsored educational, training, recreational, and social activities.
5. Assisting management in solving any identified problems. It is the responsibility of department heads, managers, and supervisors to provide the Affirmative Action Officer with such information and/or statistical data as is necessary to measure progress toward the attainment of goals and to assure good faith efforts to implement the affirmative action program. Such information and/or statistical data are used to set reasonable placement goals.
6. Keeping management informed of the latest developments in the equal employment opportunity area.
7. Assisting employees in solving problems and resolving EEO complaints.
8. Serving as a liaison between Gateway Technical College and appropriate women and minority groups.
9. Serving as a liaison between Gateway Technical College and appropriate EEO enforcement agencies.

## **IDENTIFICATION OF PROBLEM AREAS**

### **41 CFR Section 60-2.17(b)**

As part of the monitoring practice, an analysis of personnel matters is conducted. The following items are considered:

1. Composition of the workforce by minority group and sex. Good faith placement goals are established where necessary.
2. Composition of applicant flow by minority group and sex. Corrective action is taken when appropriate whenever the referral ratio of women and minorities indicates a significantly higher percentage is being rejected as compared to non-minority and male applicants.
3. Compensation system. Gateway Technical College evaluates its compensation system to determine whether there are gender, race or ethnicity-based disparities. The purpose of the analysis is to identify potential areas where impediments to equal employment opportunity may exist. Disparities alone do not necessarily indicate a problem area; there may be many non-discriminatory reasons for a disparity.
4. Selection process. The selection process includes: position descriptions, titles, application forms, pre-employment forms, interview procedures, test validity and administration, referral procedures, final selection process and similar factors. The application and related pre-employment forms are in compliance with federal guidelines, and position descriptions accurately reflect actual duties and responsibilities.

The following areas are reviewed annually to ensure the success of this affirmative action program:

- Transfer and promotion practices,
- Facility and Gateway Technical College sponsored recreational, social and educational events,
- EEO posters,
- Policy statements,
- Training Programs, and
- Suitable housing and transportation does not inhibit recruitment efforts and employment of minorities.

## CURRENT PROGRAM YEAR ANALYSIS

Gateway Technical College has a total of 623 employees with 375 females and 151 minorities included in this plan.

1A : Executive Admin - Executive or Senior Level - This group consists of 8 employees, 3 females and 1 minority. There are no placement goals for females or minorities at this time. As shown on the Availability Analysis, 20.0% of the vacancies are hired from District wide\*, 65.0% are hired from Non-local - IL and WI\*, and 15.0% are filled through internal promotion from the following job group(s): 1A, 1B. There was no hiring activity. There was no promotion activity. There was no termination activity.

1B : Executive Admin - Manager - This group consists of 41 employees, 22 females and 11 minorities. There are no placement goals for females or minorities at this time. As shown on the Availability Analysis, 35.0% of the vacancies are hired from District wide\*, 40.0% are hired from Non-local - IL and WI\*, and 25.0% are filled through internal promotion from the following job group(s): 11C, 2A, 2B, 2C. There is no statistically significant adverse impact indicated by the gender hire rate. There is no statistically significant adverse impact indicated by the race hire rate. There is no statistically significant adverse impact indicated by the gender promotion rate. The promotion rate of one or more race groups indicates some preliminary statistical significance and the items outlined in the Action Oriented section will be followed. There is no statistically significant adverse impact indicated by the gender termination rate. There is no statistically significant adverse impact indicated by the race termination rate.

1C : Executive Admin - LL Manager - This group consists of 21 employees, 14 females and 4 minorities. There are no placement goals for females or minorities at this time. As shown on the Availability Analysis, 30.0% of the vacancies are hired from District wide\*, 35.0% are hired from Non-local - IL and WI\*, and 35.0% are filled through internal promotion from the following job group(s): 3B, 3D. There is no statistically significant adverse impact indicated by the gender hire rate. There is no statistically significant adverse impact indicated by the race hire rate. There is no statistically significant adverse impact indicated by the gender promotion rate. There is no statistically significant adverse impact indicated by the race promotion rate. There was no termination activity.

2A : Faculty - This group consists of 120 employees, 76 females and 26 minorities. There are no placement goals for females or minorities at this time. As shown on the Availability Analysis, 100.0% of the vacancies are hired from District wide\*. There is no statistically significant adverse impact indicated by the gender hire rate. There is no statistically significant adverse impact indicated by the race hire rate. There is no statistically significant adverse impact indicated by the gender promotion rate. There is no statistically significant adverse impact indicated by the race promotion rate. There is no statistically significant adverse impact indicated by the gender termination rate. There is no statistically significant adverse impact indicated by the race termination rate.

2B : Faculty - special - This group consists of 66 employees, 42 females and 10 minorities. There are no placement goals for females or minorities at this time. As shown on the Availability Analysis, 80.0% of the vacancies are hired from District wide\*, 20.0% are hired from Milwaukee-Waukesha-West Allis, WI Metro Area. There is no statistically significant adverse impact indicated by the gender hire rate. There is no statistically significant adverse impact indicated by the race hire rate. There was no promotion activity. There is no statistically significant adverse impact indicated by the gender termination rate. There is no statistically significant adverse impact indicated by the race termination rate.

2C : Faculty - htp - This group consists of 67 employees, 28 females and 8 minorities. There are no placement goals for females or minorities at this time. As shown on the Availability Analysis, 30.0% of the vacancies are hired from District wide\*, 70.0% are hired from Non-local - IL and WI\*. There is no statistically significant adverse impact indicated by the gender hire rate. There is no statistically significant adverse impact indicated by the race hire rate. There is no statistically significant adverse impact indicated by the gender promotion rate. There is no statistically significant adverse impact indicated by the race promotion rate. There is no statistically significant adverse impact indicated by the gender termination rate. There is no statistically significant adverse impact indicated by the race termination rate.

significant adverse impact indicated by the race hire rate. There was no promotion activity. There is no statistically significant adverse impact indicated by the gender termination rate. There is no statistically significant adverse impact indicated by the race termination rate.

3A : Professional - counselor - This group consists of 25 employees, 18 females and 10 minorities. There are no placement goals for females or minorities at this time. As shown on the Availability Analysis, 75.0% of the vacancies are hired from Racine-Kenosha-Walworth and Milw Metro\*, and 25.0% are filled through internal promotion from the following job group(s): 3B, 3D, 5A. There is no statistically significant adverse impact indicated by the gender hire rate. There is no statistically significant adverse impact indicated by the race hire rate. There is no statistically significant adverse impact indicated by the gender promotion rate. The promotion rate of one or more race groups indicates some preliminary statistical significance and the items outlined in the Action Oriented section will be followed. There is no statistically significant adverse impact indicated by the gender termination rate. There is no statistically significant adverse impact indicated by the race termination rate.

3B : Professional - specialist - This group consists of 23 employees, 15 females and 5 minorities. There are no placement goals for females or minorities at this time. As shown on the Availability Analysis, 65.0% of the vacancies are hired from District wide\*, 20.0% are hired from Milwaukee-Waukesha-West Allis, WI Metro Area, and 15.0% are filled through internal promotion from the following job group(s): 4A. There is no statistically significant adverse impact indicated by the gender hire rate. There is no statistically significant adverse impact indicated by the race hire rate. There is no statistically significant adverse impact indicated by the gender promotion rate. There is no statistically significant adverse impact indicated by the race promotion rate. There is no statistically significant adverse impact indicated by the gender termination rate. There is no statistically significant adverse impact indicated by the race termination rate.

3C : Professional - other - This group consists of 14 employees, 13 females and 1 minority. There are no placement goals for females or minorities at this time. As shown on the Availability Analysis, 100.0% of the vacancies are hired from Racine-Kenosha-Walworth and Milw Metro\*. There is no statistically significant adverse impact indicated by the gender hire rate. There is no statistically significant adverse impact indicated by the race hire rate. There is no statistically significant adverse impact indicated by the gender promotion rate. There is no statistically significant adverse impact indicated by the race promotion rate. There is no statistically significant adverse impact indicated by the gender termination rate. There is no statistically significant adverse impact indicated by the race termination rate.

3D : Professional - student support - This group consists of 46 employees, 34 females and 21 minorities. There are no placement goals for females or minorities at this time. As shown on the Availability Analysis, 70.0% of the vacancies are hired from District wide\*, 15.0% are hired from Milwaukee-Waukesha-West Allis, WI Metro Area, and 15.0% are filled through internal promotion from the following job group(s): 3D, 4A, 4C, 5A. There is no statistically significant adverse impact indicated by the gender hire rate. There is no statistically significant adverse impact indicated by the race hire rate. There is no statistically significant adverse impact indicated by the gender promotion rate. The promotion rate of one or more race groups indicates some preliminary statistical significance and the items outlined in the Action Oriented section will be followed. There is no statistically significant adverse impact indicated by the gender termination rate. There is no statistically significant adverse impact indicated by the race termination rate.

4A : Clerical - AA - This group consists of 46 employees, 39 females and 11 minorities. There are no placement goals for females or minorities at this time. As shown on the Availability Analysis, 60.0% of the vacancies are hired from District wide\*, and 40.0% are filled through internal promotion from the following job group(s): 4A, 4B. There is no statistically significant adverse impact indicated by the gender hire rate. There is no statistically significant adverse impact indicated by the race hire rate. There is no statistically significant adverse impact indicated by the gender promotion rate. There is no statistically significant adverse impact indicated by the race promotion rate. There was no termination activity.

4B : Clerical - Associate - This group consists of 34 employees, 34 females and 13 minorities. There are no placement goals for females or minorities at this time. As shown on the Availability Analysis, 60.0% of the vacancies are hired from District wide\*, and 40.0% are filled through internal promotion from the following job group(s): 4C. There is no statistically significant adverse impact indicated by the gender hire rate. There is no statistically significant adverse impact indicated by the race hire rate. There is no statistically significant adverse impact indicated by the gender promotion rate. There is no statistically significant adverse impact indicated by the race promotion rate. There is no statistically significant adverse impact indicated by the gender termination rate. There is no statistically significant adverse impact indicated by the race termination rate.

4C : Clerical - Aid - This group consists of 11 employees, 11 females and 2 minorities. There are no placement goals for females or minorities at this time. As shown on the Availability Analysis, 100.0% of the vacancies are hired from District wide\*. There is no statistically significant adverse impact indicated by the gender hire rate. There is no statistically significant adverse impact indicated by the race hire rate. There is no statistically significant adverse impact indicated by the gender promotion rate. There is no statistically significant adverse impact indicated by the race promotion rate. There is no statistically significant adverse impact indicated by the gender termination rate. There is no statistically significant adverse impact indicated by the race termination rate.

5A : Technical - Student support - This group consists of 18 employees, 10 females and 1 minority. There are no placement goals for females or minorities at this time. As shown on the Availability Analysis, 100.0% of the vacancies are hired from Racine-Kenosha-Walworth and Milw Metro\*. There is no statistically significant adverse impact indicated by the gender hire rate. There is no statistically significant adverse impact indicated by the race hire rate. There is no statistically significant adverse impact indicated by the gender promotion rate. There is no statistically significant adverse impact indicated by the race promotion rate. There is no statistically significant adverse impact indicated by the gender termination rate. There is no statistically significant adverse impact indicated by the race termination rate.

5D : Technical - computer - This group consists of 39 employees, 10 females and 13 minorities. There are no placement goals for females or minorities at this time. As shown on the Availability Analysis, 100.0% of the vacancies are hired from Racine-Kenosha-Walworth and Milw Metro\*. There is no statistically significant adverse impact indicated by the gender hire rate. There is no statistically significant adverse impact indicated by the race hire rate. There is no statistically significant adverse impact indicated by the gender promotion rate. There is no statistically significant adverse impact indicated by the race promotion rate. There is no statistically significant adverse impact indicated by the gender termination rate. There is no statistically significant adverse impact indicated by the race termination rate.

7A : Service - custodian - This group consists of 35 employees, 6 females and 12 minorities. There are no placement goals for females or minorities at this time. As shown on the Availability Analysis, 25.0% of the vacancies are hired from District wide\*, and 75.0% are filled through internal promotion from the following job group(s): 7B. There was no hiring activity. There was no promotion activity. There was no termination activity.

7B : Service - mechanic - This group consists of 9 employees, 0 females and 2 minorities. There are no placement goals for females or minorities at this time. As shown on the Availability Analysis, 100.0% of the vacancies are hired from District wide\*. There is no statistically significant adverse impact indicated by the gender hire rate. There is no statistically significant adverse impact indicated by the race hire rate. There was no promotion activity. There is no statistically significant adverse impact indicated by the gender termination rate. There is no statistically significant adverse impact indicated by the race termination rate.

Gateway Technical College encourages employees to pursue promotion opportunities and training to prepare for new jobs and maintain and improve performance, and uses alternate recruitment sources when necessary to attract more qualified external applicants.

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\* Custom Census Area Information

District wide: (Areas were combined by weighted percentages), Kenosha County, Wisconsin - 0500000US55059 : 33.33%, Racine County, Wisconsin - 0500000US55101 : 33.33%, Walworth County, Wisconsin - 0500000US55127 : 33.33%

Non-local - IL and WI: (Areas were combined by weighted percentages), Illinois - 0400000US17 : 50.00%, Wisconsin - 0400000US55 : 50.00%

Racine-Kenosha-Walworth and Milw Metro: (Areas were combined by weighted percentages), Kenosha County, Wisconsin - 0500000US55059 : 35.00%, Racine County, Wisconsin - 0500000US55101 : 35.00%, Walworth County, Wisconsin - 0500000US55127 : 5.00%, Milwaukee-Waukesha-West Allis, WI Metro Area - 310M100US33340 : 25.00%

## **ORGANIZATIONAL PROFILE**

### **41 CFR Section 60-2.11**

The organizational profile depicts staffing patterns within Gateway Technical College that assist in identifying organizational units where women or minorities may be underrepresented or concentrated. It is one method used to identify potential barriers to equal employment opportunity.

Gateway Technical College determines annually whether to include the Organizational Display or the Workforce Analysis as its Organizational Profile as part of producing the yearly affirmative action program.

#### **Organizational Display**

The Organizational Display is a detailed presentation of the Gateway Technical College organizational structure. It identifies each organizational unit and shows the relationship to other organizational units.

An organizational unit is any component part of the Gateway Technical College corporate structure. It might be a department, division, section, branch, group, project team, job family, or similar component. This includes an umbrella unit (such as a department) that contains a number of subordinate units, and it separately includes each of the subordinate units (such as sections or branches).

For each organizational unit, the organizational display includes the following:

1. The name of the unit;
2. The job title, gender, race, and ethnicity of the unit supervisor(s) (if the unit has a supervisor);
3. The total number of male and female incumbents; and
4. The total number of male and female incumbents in each of the separate minority groups.

#### **Workforce Analysis**

The Workforce Analysis is a listing of each job title, as it appears in applicable collective bargaining agreements or payroll records, ranked from the lowest paid to the highest paid within each department or other similar organizational unit including departmental or unit supervision.

Where there are separate work units or lines of progression within a department, a separate Line of Progression Report is provided for each such work unit or line, including unit supervisors. The order of the jobs in the line through which an employee could move to the top of the line is indicated on the report.

Where there are no formal progression lines or usual promotional sequences, job titles are listed in order of wage rates or salary ranges by departments, job families or disciplines.

The total number of incumbents in each minority classification is given for each job title. All job titles, including all managerial job titles, are listed.



Gateway Technical College  
3520 30th Avenue  
Kenosha, WI 53144

## Organizational Display

41 CFR Section 60-2.11 (b)

**963 : Public Relations - Total Employees: 15; 3WM / 12WF**

1 : President/CEO - WM

**965 : Duplicating/Prntg/Photocopying - Total Employees: 2; 2WF**

694 : Project Manager, Marketing Com - WF

**991 : Radio Station - Total Employees: 4; 3WM / 1BM**

24 : Vice President, Coummunity - WF

**953 : Admin/Financial Services - Total Employees: 13; 2WM / 8WF / 1BF / 1IM / 1TF**

1 : President/CEO - WM

**952 : President/Director's Office - Total Employees: 3; 1WM / 2WF**

1 : President/CEO - WM

**919 : Gen Instruction/Administration - Total Employees: 55; 11WM / 28WF / 3BM / 10BF / 3HF**

1 : President/CEO - WM

**1 : Protective and Human Services - Total Employees: 5; 1WM / 3WF / 1TF**

372 : Dean, School of Protective and - BM

**100 : Business - Total Employees: 5; 1WM / 1WF / 2BF / 1IM**

26 : Executive VP/Provost - BF

**101 : School of Business and Trans - Total Employees: 7; 1WM / 5WF / 1BF**

373 : Dean, School of Business and T - IM

**102 : School of Business and Trans - Total Employees: 2; 1WM / 1BF**

373 : Dean, School of Business and T - IM

**104 : School of Business and Trans - Total Employees: 2; 2WF**

373 : Dean, School of Business and T - IM

**106 : School of Business and Trans - Total Employees: 6; 3WF / 1BF / 2HF**

373 : Dean, School of Business and T - IM

**107 : School of Mfg, Eng, and IT - Total Employees: 5; 2WM / 3WF**

370 : Dean, School of MEIT - WM

**145 : School of Business and Trans - Total Employees: 1; 1WM**

373 : Dean, School of Business and T - IM

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## Organizational Display

41 CFR Section 60-2.11 (b)

- 150 : School of Mfg, Eng, and IT - Total Employees: 1; 1WF**  
370 : Dean, School of MEIT - WM
- 152 : School of Mfg, Eng, and IT - Total Employees: 6; 2WM / 2WF / 2AM**  
370 : Dean, School of MEIT - WM
- 154 : School of Mfg, Eng, and IT - Total Employees: 2; 1WM / 1WF**  
370 : Dean, School of MEIT - WM
- 196 : School of Business and Trans - Total Employees: 4; 2WM / 1WF / 1IM**  
373 : Dean, School of Business and T - IM
- 204 : School of Business and Trans - Total Employees: 5; 1WM / 3WF / 1AM**  
373 : Dean, School of Business and T - IM
- 400 : Industrial - Total Employees: 5; 1WM / 3WF / 1HF**  
370 : Dean, School of MEIT - WM
- 402 : School of Business and Trans - Total Employees: 4; 4WM**  
373 : Dean, School of Business and T - IM
- 412 : School of Business and Trans - Total Employees: 3; 3WM**  
373 : Dean, School of Business and T - IM
- 420 : School of Mfg, Eng, and IT - Total Employees: 2; 2WM**  
370 : Dean, School of MEIT - WM
- 442 : School of Mfg, Eng, and IT - Total Employees: 6; 6WM**  
370 : Dean, School of MEIT - WM
- 443 : School of Mfg, Eng, and IT - Total Employees: 1; 1WM**  
370 : Dean, School of MEIT - WM
- 444 : School of Mfg, Eng, and IT - Total Employees: 3; 2WM / 1BF**  
370 : Dean, School of MEIT - WM
- 461 : School of Business and Trans - Total Employees: 1; 1WM**  
373 : Dean, School of Business and T - IM
- 600 : Technical - Total Employees: 3; 2WM / 1WF**  
370 : Dean, School of MEIT - WM
- 601 : School of Mfg, Eng, and IT - Total Employees: 2; 1WM / 1HM**

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## Organizational Display

41 CFR Section 60-2.11 (b)

370 : Dean, School of MEIT - WM

**602 : School of Business and Trans - Total Employees: 7; 5WM / 1WF / 1IM**

373 : Dean, School of Business and T - IM

**605 : School of Mfg, Eng, and IT - Total Employees: 2; 2WM**

370 : Dean, School of MEIT - WM

**607 : School of Mfg, Eng, and IT - Total Employees: 3; 3WM**

370 : Dean, School of MEIT - WM

**620 : School of Mfg, Eng, and IT - Total Employees: 2; 2WM**

370 : Dean, School of MEIT - WM

**628 : School of Mfg, Eng, and IT - Total Employees: 2; 2WM**

370 : Dean, School of MEIT - WM

**662 : School of Mfg, Eng, and IT - Total Employees: 1; 1WF**

370 : Dean, School of MEIT - WM

**109 : Protective and Human Services - Total Employees: 2; 1WM / 1WF**

372 : Dean, School of Protective and - BM

**307 : Protective and Human Services - Total Employees: 2; 2WF**

372 : Dean, School of Protective and - BM

**316 : Protective and Human Services - Total Employees: 6; 2WM / 4WF**

372 : Dean, School of Protective and - BM

**401 : School of Mfg, Eng, and It - Total Employees: 1; 1WM**

379 : Dean, Workforce Operations - WM

**413 : Electricity - Total Employees: 1; 1WM**

379 : Dean, Workforce Operations - WM

**462 : Manufact, Engineer, Transport - Total Employees: 2; 2WM**

379 : Dean, Workforce Operations - WM

**500 : Service & Health Occupations - Total Employees: 12; 1WM / 7WF / 2BF / 1AF / 1IM**

26 : Executive VP/Provost - BF

**543 : School of Nursing - Total Employees: 42; 38WF / 3BF / 1HM**

371 : Dean, School of Nursing - WF

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## Organizational Display

41 CFR Section 60-2.11 (b)

**502 : Protective and Human Services - Total Employees: 11; 9WF / 2BF**

372 : Dean, School of Protective and - BM

**503 : Protective and Human Services - Total Employees: 2; 2WM**

372 : Dean, School of Protective and - BM

**504 : Protective and Human Services - Total Employees: 7; 3WM / 1WF / 1BF / 1HM / 1HF**

372 : Dean, School of Protective and - BM

**508 : School of Allied Hlth/Vet Sci - Total Employees: 2; 2WF**

375 : Dean, School of Allied Health - WM

**509 : School of Allied Hlth/Vet Sci - Total Employees: 4; 2WM / 1WF / 1BM**

375 : Dean, School of Allied Health - WM

**512 : School of Allied Hlth/Vet Sci - Total Employees: 3; 1WM / 2WF**

375 : Dean, School of Allied Health - WM

**520 : Protective and Human Services - Total Employees: 5; 3WM / 1WF / 1BM**

372 : Dean, School of Protective and - BM

**524 : School of Allied Hlth/Vet Sci - Total Employees: 3; 3WF**

375 : Dean, School of Allied Health - WM

**530 : School of Allied Hlth/Vet Sci - Total Employees: 1; 1WF**

375 : Dean, School of Allied Health - WM

**531 : Protective and Human Services - Total Employees: 5; 4WM / 1WF**

372 : Dean, School of Protective and - BM

**533 : Protective and Human Services - Total Employees: 1; 1TF**

372 : Dean, School of Protective and - BM

**536 : School of Allied Hlth/Vet Sci - Total Employees: 1; 1WF**

375 : Dean, School of Allied Health - WM

**606 : School of Mfg, Eng, and IT - Total Employees: 4; 2WM / 1WF / 1BM**

372 : Dean, School of Protective and - BM

**800 : General Education - Total Employees: 3; 1WF / 1HM / 1HF**

26 : Executive VP/Provost - BF

**801 : General Studies Division - Total Employees: 15; 4WM / 8WF / 1BF / 1AF / 1PF**

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## Organizational Display

41 CFR Section 60-2.11 (b)

314 : Dean, General Studies - HM

**802 : Foreign Language - Total Employees: 1; 1WM**

314 : Dean, General Studies - HM

**804 : General Studies Division - Total Employees: 10; 6WM / 2WF / 1AM / 1AF**

314 : Dean, General Studies - HM

**809 : General Studies Division - Total Employees: 10; 3WM / 2WF / 1BM / 1HF / 1AM / 1AF / 1TF**

314 : Dean, General Studies - HM

**838 : General College: Reading - Total Employees: 1; 1WF**

314 : Dean, General Studies - HM

**850 : Academic Development - Total Employees: 4; 2WM / 1WF / 1BM**

374 : Dean, Pre-College Programs Div - BF

**851 : English - Total Employees: 13; 2WM / 7WF / 1BF / 3HF**

374 : Dean, Pre-College Programs Div - BF

**854 : Mathematics - Total Employees: 2; 1WF / 1BM**

379 : Dean, Workforce Operations - WM

**859 : Social Science - Total Employees: 1; 1BF**

374 : Dean, Pre-College Programs Div - BF

**861 : English as a Second Language - Total Employees: 3; 3WF**

374 : Dean, Pre-College Programs Div - BF

**890 : General Studies - Total Employees: 2; 1WF / 1HF**

37 : Assistant Provost/Vice Preside - WM

**921 : Library/Learning Resources - Total Employees: 10; 3WM / 7WF**

26 : Executive VP/Provost - BF

**934 : Student Support Activities - Total Employees: 1; 1HF**

331 : Director, Student Support & - BF

**935 : Financial Aid/Veterans Affairs - Total Employees: 9; 2WM / 4WF / 2BF / 1HF**

37 : Assistant Provost/Vice Preside - WM

**961 : Admin Data Processing - Total Employees: 5; 3WM / 1WF / 1AF**

33 : Vice President, Learning Inn - WM

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## Organizational Display

41 CFR Section 60-2.11 (b)

**968 : General Institutional - Total Employees: 39; 21WM / 6WF / 6BM / 1BF / 2HM / 1AF / 1IF / 1TM**

33 : Vice President, Learning Inn - WM

**982 : Food Service - Total Employees: 1; 1WF**

372 : Dean, School of Protective and - BM

**939 : Student Services Admin. - Total Employees: 17; 1WM / 8WF / 6BF / 2HF**

1 : President/CEO - WM

**806 : General Studies Division - Total Employees: 12; 7WM / 2WF / 1HF / 2AF**

43 : Vice President, Student Servic - WF

**931 : Admissions/Registration - Total Employees: 39; 6WM / 22WF / 7BF / 1HM / 3HF**

43 : Vice President, Student Servic - WF

**930 : Non-Instructional 930 - Total Employees: 1; 1BF**

344 : Director, College Access - WF

**932 : Recruitment - Total Employees: 7; 1WM / 2WF / 1BF / 1HF / 1AM / 1AF**

344 : Director, College Access - WF

**933 : Guidance/Counseling - Total Employees: 29; 6WM / 12WF / 1BM / 1BF / 7HF / 1AM / 1IM**

43 : Vice President, Student Servic - WF

**938 : Student Services Other - Total Employees: 18; 2WM / 11WF / 1BM / 1BF / 1HM / 1HF / 1AF**

351 : Dean, Learning Success - BF

**964 : Human Resources - Total Employees: 12; 4WM / 6WF / 1BF / 1HF**

42 : Senior Vice President, Operati - WM

**966 : Central Service - Total Employees: 4; 4WF**

253 : Controller - BF

**978 : Physical Plant - Total Employees: 44; 24WM / 5WF / 12BM / 2HM / 1TM**

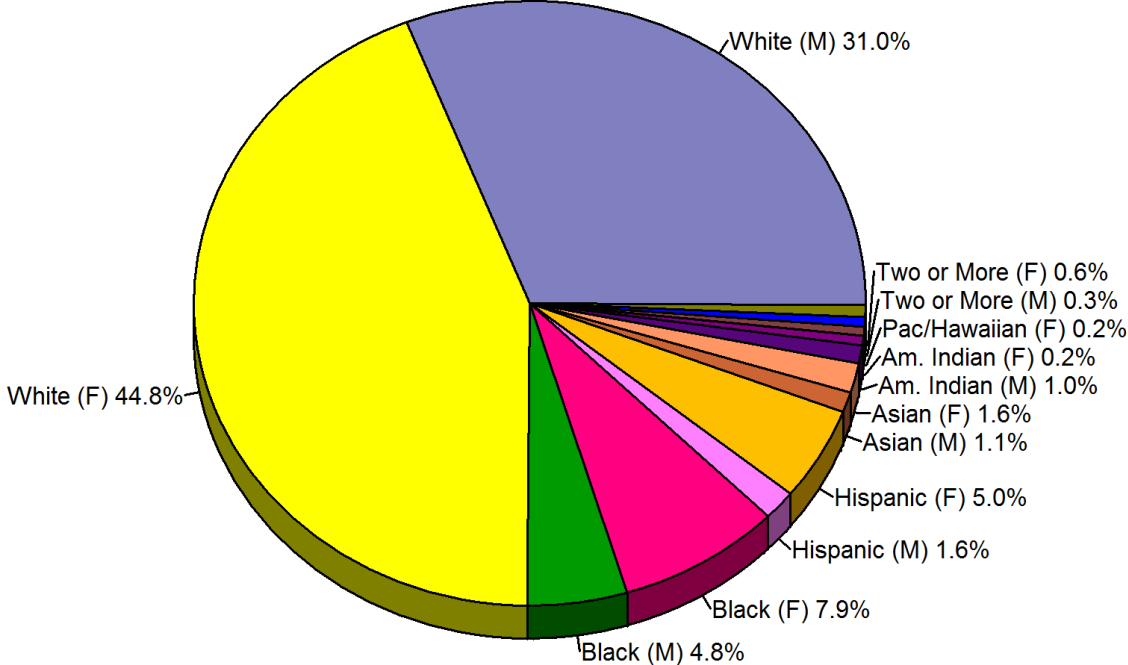
42 : Senior Vice President, Operati - WM

**91 : School of Allied Hlth/Vet Sci - Total Employees: 3; 3WF**

375 : Dean, School of Allied Health - WM

# Gateway Technical College

## Companywide



**WORKFORCE BY JOB GROUP**  
**41 CFR Sections 60-2.12, 60-2.17(b)(1)**

The Job Group Analysis groups jobs with similar content, wage rates, and opportunities into job groups. This analysis includes a list of the job titles that constitute each job group.



**PLACEMENT OF INCUMBENTS IN JOB GROUPS**

**41 CFR Section 60-2.13**

Gateway Technical College states separately the percentage of minorities and the percentage of women it employs in each job group established pursuant to Sec. 60-2.12.

Gateway Technical College  
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## Job Group Analysis Report

41 CFR Section 60-2.12-13

Job Code : Job Title	Males								Females							
	Total	WHI	BLK	HIS	ASI	AMI	PH	TWO	Total	WHI	BLK	HIS	ASI	AMI	PH	TWO
<b>1A : Executive Admin - Executive or Senior Level</b>																
1 : President/CEO	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
24 : Vice President, Coummunity	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
26 : Executive VP/Provost	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	0
33 : Vice President, Learning Inn	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
37 : Assistant Provost/Vice Preside	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
41 : VP, Business & Workforce So	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
42 : Senior Vice President, Operati	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
43 : Vice President, Student Servic	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
<b>Job Group Totals :</b>	5	5	0	0	0	0	0	0	3	2	1	0	0	0	0	0
<b>Job Group Percentages :</b>	62.5	62.5	0.0	0.0	0.0	0.0	0.0	0.0	37.5	25.0	12.5	0.0	0.0	0.0	0.0	0.0

~ : Part Time

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**Job Group Analysis Report**

41 CFR Section 60-2.12-13

Job Code : Job Title	Males								Females							
	Total	WHI	BLK	HIS	ASI	AMI	PH	TWO	Total	WHI	BLK	HIS	ASI	AMI	PH	TWO
<b>1B : Executive Admin - Manager</b>																
223 : General Manager WGTD-FM91.1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
253 : Controller	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	0
267 : Director, Information System	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
274 : Director, Information Tech	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
280 : Foundation Executive Directo	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
285 : Director, Human Resources	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
314 : Dean, General Studies	1	0	0	1	0	0	0	0	1	1	0	0	0	0	0	0
32 : Associate Vice President, Re	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
328 : Director, Student Financial Ai	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	0
334 : Director, Employee/Labor Rel	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
337 : Director, IT - User Experie	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
344 : Director, College Access	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
345 : Dean, Campus Affairs/Library	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
346 : Registrar	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
348 : Director, Law Enforcement Trai	1	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0
351 : Dean, Learning Success	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	0
353 : Director, Facilities	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0
364 : Director, Accounting	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
367 : Director, Budgets and Purchasi	1	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0
369 : Associate Dean, Protective	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0

~ : Part Time

Gateway Technical College  
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41 CFR Section 60-2.12-13

Job Code : Job Title	Males								Females							
	Total	WHI	BLK	HIS	ASI	AMI	PH	TWO	Total	WHI	BLK	HIS	ASI	AMI	PH	TWO
370 : Dean, School of MEIT	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
371 : Dean, School of Nursing	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
372 : Dean, School of Protective and	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
373 : Dean, School of Business and T	1	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0
374 : Dean, Pre-College Programs Div	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	0
375 : Dean, School of Allied Health	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
376 : Dean, Academic Operations	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
377 : Director, Student Financial Ac	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
378 : Director, Talent Acquisition a	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	0
379 : Dean, Workforce Operations	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
657 : Director, Testing Services	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
664 : Director, Express Services	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
683 : Assistant Director, College Ac	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
685 : Director, Institutional Rese	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
688 : Director and Chief Pilot, Aero	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
692 : Director, Marketing and Commun	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
695 : Director, Career Pathways and	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
696 : Director, Simulation Operation	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
705 : Director, Workforce Strategies	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	0
<b>Job Group Totals :</b>	19	14	1	1	0	3	0	0	22	16	6	0	0	0	0	0
<b>Job Group Percentages :</b>	46.3	34.1	2.4	2.4	0.0	7.3	0.0	0.0	53.7	39.0	14.6	0.0	0.0	0.0	0.0	0.0

~ : Part Time

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**Job Group Analysis Report**

41 CFR Section 60-2.12-13

Job Code : Job Title	Males								Females							
	Total	WHI	BLK	HIS	ASI	AMI	PH	TWO	Total	WHI	BLK	HIS	ASI	AMI	PH	TWO
<b>1C : Executive Admin - LL Manager</b>																
349 : Manager, Employee Learning	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
44 : Associate Vice President, Faci	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
636 : Grant Accounting Manager	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
644 : Student Services Center Manage	0	0	0	0	0	0	0	0	2	1	1	0	0	0	0	0
646 : Manager, Payroll	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
647 : Student Services Center Mgr	0	0	0	0	0	0	0	0	1	0	0	1	0	0	0	0
650 : Manager, Facilities	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
654 : Manager, Student Finance Compl	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
682 : Manager, Compliance	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
684 : Associate Registrar	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
686 : Manager, Organizational Excell	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
687 : Manager, CRM Tecnolgy	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
693 : Manager, Comm and Media Rel	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
694 : Project Manager, Marketing Com	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
698 : Manager, Information Security	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
699 : Manager, Compensation	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
701 : Talent Acquisition Recruiter	0	0	0	0	0	0	0	0	1	0	0	1	0	0	0	0
704 : Manager, Community Relations a	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
707 : Manager, Business & Community	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
708 : Manager, Business Partnership	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0

~ : Part Time

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**Job Group Analysis Report**

41 CFR Section 60-2.12-13

Job Code : Job Title	Males								Females							
	Total	WHI	BLK	HIS	ASI	AMI	PH	TWO	Total	WHI	BLK	HIS	ASI	AMI	PH	TWO
<b>Job Group Totals :</b>	7	6	1	0	0	0	0	0	14	11	1	2	0	0	0	0
<b>Job Group Percentages :</b>	33.3	28.6	4.8	0.0	0.0	0.0	0.0	0.0	66.7	52.4	4.8	9.5	0.0	0.0	0.0	0.0

~ : Part Time

**Gateway Technical College**  
**3520 30th Avenue**  
**Kenosha, WI 53144**  
**Job Group Analysis Report**

41 CFR Section 60-2.12-13

Job Code : Job Title	Males								Females							
	Total	WHI	BLK	HIS	ASI	AMI	PH	TWO	Total	WHI	BLK	HIS	ASI	AMI	PH	TWO
<b>2A : Faculty</b>																
1000 : Instructor, Adult Learning C	0	0	0	0	0	0	0	0	2	2	0	0	0	0	0	0
1010 : Instructor, Accounting	1	1	0	0	0	0	0	0	6	5	1	0	0	0	0	0
1011 : Instructor, Business Managem	1	1	0	0	0	0	0	0	1	1	0	0	0	0	0	0
1013 : Instructor, Office Technolog	0	0	0	0	0	0	0	0	4	2	1	1	0	0	0	0
1018 : Instructor, Communication	1	1	0	0	0	0	0	0	7	6	0	0	0	0	1	0
1021 : Instructor, Medical Assistan	3	2	1	0	0	0	0	0	1	1	0	0	0	0	0	0
1030 : Instructor, Adult Basic Educ	2	2	0	0	0	0	0	0	6	5	0	1	0	0	0	0
1031 : Instructor, Adult High Schoo	2	1	1	0	0	0	0	0	1	0	1	0	0	0	0	0
1037 : Instructor, Mathematics	5	3	1	0	1	0	0	0	3	2	0	0	1	0	0	0
1045 : Instructor, Marketing	1	1	0	0	0	0	0	0	2	2	0	0	0	0	0	0
1056 : Instructor, Communication Sk	2	2	0	0	0	0	0	0	4	2	1	0	1	0	0	0
1057 : Instructor, Psychology/Socio	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1060 : Instructor, Life Science	3	3	0	0	0	0	0	0	2	1	0	0	1	0	0	0
1061 : Instructor, Mathematics/Phys	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1065 : Instructor, Dental Assistant	0	0	0	0	0	0	0	0	2	2	0	0	0	0	0	0
1066 : Instructor, Nursing Assistant	0	0	0	0	0	0	0	0	6	6	0	0	0	0	0	0
1071 : Instructor, Police Science	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0
1079 : Instructor, Interior Design	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
1084 : Instructor Aeronautics	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1099 : Instructor, Psychology	2	1	1	0	0	0	0	0	1	0	0	0	1	0	0	0

~ : Part Time

**Gateway Technical College**  
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**Job Group Analysis Report**

41 CFR Section 60-2.12-13

Job Code : Job Title	Males								Females							
	Total	WHI	BLK	HIS	ASI	AMI	PH	TWO	Total	WHI	BLK	HIS	ASI	AMI	PH	TWO
1111 : Instructor, Supervisory Mana	3	2	0	0	0	1	0	0	0	0	0	0	0	0	0	0
1116 : Instructor, Technical Commu	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1134 : Instructor, Paramedic	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1135 : Instructor, Early Childhood	0	0	0	0	0	0	0	0	2	2	0	0	0	0	0	0
1136 : Instructor, Barber/Cosmetology	0	0	0	0	0	0	0	0	8	6	2	0	0	0	0	0
~ 1136 : Instructor, Barber/Cosmetology	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
1180 : Instructor, Interperter Tech	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	1
1262 : Instructor, Graphic Design T	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0
1282 : Instructor, English As a Sec	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
1283 : Instructor, Criminal Justice	1	1	0	0	0	0	0	0	1	0	1	0	0	0	0	0
1294 : Instructor, Culinary Arts	2	2	0	0	0	0	0	0	1	1	0	0	0	0	0	0
1304 : Instructor, English Language	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
1313 : Instructor, Administrative	0	0	0	0	0	0	0	0	1	0	0	1	0	0	0	0
1345 : Instructor, Learning Success	1	1	0	0	0	0	0	0	3	3	0	0	0	0	0	0
1347 : Instructor, AODA/Human Ser	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1348 : Instructor, English Language	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1353 : Instructor, Supervision/Lead	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
1382 : Intructor, Graphic Communica	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
1387 : Instructor, English Language	0	0	0	0	0	0	0	0	1	0	0	1	0	0	0	0
1389 : Instructor, General Studies	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1404 : Instructor, Hospitality Manage	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0

~ : Part Time



Gateway Technical College  
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**Job Group Analysis Report**

41 CFR Section 60-2.12-13

Job Code : Job Title	Males								Females							
	Total	WHI	BLK	HIS	ASI	AMI	PH	TWO	Total	WHI	BLK	HIS	ASI	AMI	PH	TWO
1412 : Instructor, Reading & Devel.	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
1415 : Instructor, Computer Support S	1	1	0	0	0	0	0	0	1	1	0	0	0	0	0	0
1418 : Instructor, Facilities Mainten	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
331 : Director, Student Support &	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	0
706 : Program Director, EMS/Paramedi	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Job Group Totals :</b>	44	36	4	1	2	1	0	0	76	58	8	4	4	0	1	1
<b>Job Group Percentages :</b>	36.7	30.0	3.3	0.8	1.7	0.8	0.0	0.0	63.3	48.3	6.7	3.3	3.3	0.0	0.8	0.8

~ : Part Time

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41 CFR Section 60-2.12-13

Job Code : Job Title	Males								Females							
	Total	WHI	BLK	HIS	ASI	AMI	PH	TWO	Total	WHI	BLK	HIS	ASI	AMI	PH	TWO
<b>2B : Faculty - special</b>																
1009 : Instructor, Graphic Technolo	0	0	0	0	0	0	0	0	2	2	0	0	0	0	0	0
1058 : Instructor, Sociology	2	1	0	0	1	0	0	0	1	0	0	0	0	0	0	1
1064 : Instructor, Nursing	1	0	0	1	0	0	0	0	30	27	3	0	0	0	0	0
1068 : Instructor, Physical Therapi	0	0	0	0	0	0	0	0	2	2	0	0	0	0	0	0
1082 : Instructor, Automotive Tech	6	5	0	0	0	1	0	0	0	0	0	0	0	0	0	0
1129 : Instructor, Health Informati	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
1132 : Instructor, Human Services	2	1	1	0	0	0	0	0	1	1	0	0	0	0	0	0
1143 : Instructor, Screen Printing	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1187 : Instructor, Spanish	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1243 : Instructor, EMS	2	2	0	0	0	0	0	0	1	1	0	0	0	0	0	0
1260 : Instructor, Fire Science/Emt	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1315 : Instructor, Natural Science	3	3	0	0	0	0	0	0	1	0	0	0	1	0	0	0
1358 : Instructor, Horticulture/Urban	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
1365 : Instructor, Web	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1403 : Instructor, Sharepoint	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0
~ 1417 : Instructor, Law Enforcement Ac	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1417 : Instructor, Law Enforcement Ac	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5041 : Instructional Technologist	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
5045 : Instructional Design Strategis	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
<b>Job Group Totals :</b>	24	19	1	1	2	1	0	0	42	37	3	0	1	0	0	1
<b>Job Group Percentages :</b>	36.4	28.8	1.5	1.5	3.0	1.5	0.0	0.0	63.6	56.1	4.5	0.0	1.5	0.0	0.0	1.5

~ : Part Time

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41 CFR Section 60-2.12-13

Job Code : Job Title	Males								Females							
	Total	WHI	BLK	HIS	ASI	AMI	PH	TWO	Total	WHI	BLK	HIS	ASI	AMI	PH	TWO
<b>2C : Faculty - htp</b>																
1014 : Instructor, CIS Microcomput	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
1025 : Instructor Welding	6	6	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1027 : Instructor, Horticulture	0	0	0	0	0	0	0	0	2	1	0	0	0	0	0	1
1051 : Instructor, CIS Programmer	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1062 : Instructor, Economics	0	0	0	0	0	0	0	0	2	1	0	1	0	0	0	0
1069 : Instructor, Surgical Tech	1	1	0	0	0	0	0	0	2	2	0	0	0	0	0	0
1073 : Instructor, Fluid Power Tech	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1074 : Instructor HVAC	3	2	0	1	0	0	0	0	0	0	0	0	0	0	0	0
1141 : Instructor, Mechanical Desig	2	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0
1144 : Instructor, Electronics	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1147 : Instructor, Civil Engineerin	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1159 : Instructor, Fire Science	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1179 : Instructor, Industrial Mecha	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1183 : Instructor, CIS Network Spe	1	1	0	0	0	0	0	0	2	2	0	0	0	0	0	0
1195 : Instructor, Automated Manufa	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1235 : Instructor, Electronic/CIS	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1266 : Instructor, CNC/Machine Too	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1288 : Instructor, Information Tech	0	0	0	0	0	0	0	0	2	2	0	0	0	0	0	0
1322 : Instructor, Community Pharma	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
1331 : Instructor, Electrical Engin	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0

~ : Part Time

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Job Code : Job Title	Males								Females							
	Total	WHI	BLK	HIS	ASI	AMI	PH	TWO	Total	WHI	BLK	HIS	ASI	AMI	PH	TWO
1336 : Instructor, Diesel Technolo	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1341 : Instructor, CNC Machining	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1342 : Instructor, Environmental (w	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1350 : Instructor, CNC	1	1	0	0	0	0	0	0	1	0	1	0	0	0	0	0
1367 : Instructor/Program, Direct	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
1375 : Instructor, IT	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0
1379 : Instructor, Disability Support	0	0	0	0	0	0	0	0	5	5	0	0	0	0	0	0
~ 1379 : Instructor, Disability Support	0	0	0	0	0	0	0	0	2	2	0	0	0	0	0	0
1380 : Instructor, Vanguard Psycholog	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
1384 : Instructor, CNC Technology	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1394 : Instructor, Anatomy and Physio	0	0	0	0	0	0	0	0	1	0	0	1	0	0	0	0
1398 : Instructor, Aeronautics	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1402 : Instructor, Veterinary Science	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
1405 : Instructor, Too & Die Appren	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1407 : Instructor, Urban Forestry	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1408 : Instructor, Electrical Constru	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1419 : Instructor, Web/Software Devel	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
1421 : Instructor, Supply Chain Manag	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	0
1424 : Instructor, Veterinary Asst	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
1425 : Instructor, Advanced Manufactu	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1426 : Instructor, CDL/Truck	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0

~ : Part Time

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	Total	WHI	BLK	HIS	ASI	AMI	PH	TWO	Total	WHI	BLK	HIS	ASI	AMI	PH	TWO
<b>Job Group Totals :</b>	39	36	1	1	1	0	0	0	28	23	2	2	0	0	0	1
<b>Job Group Percentages :</b>	58.2	53.7	1.5	1.5	1.5	0.0	0.0	0.0	41.8	34.3	3.0	3.0	0.0	0.0	0.0	1.5

~ : Part Time

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Job Code : Job Title	Males								Females							
	Total	WHI	BLK	HIS	ASI	AMI	PH	TWO	Total	WHI	BLK	HIS	ASI	AMI	PH	TWO
<b>3A : Professional - counselor</b>																
5026 : Academic Advisor	4	3	1	0	0	0	0	0	12	4	1	7	0	0	0	0
5027 : Student Support Counselor	0	0	0	0	0	0	0	0	3	3	0	0	0	0	0	0
5031 : Career Counselor	2	1	0	0	1	0	0	0	1	1	0	0	0	0	0	0
700 : Career Navigator	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
8144 : Student Employment Specialist	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
8182 : Transfer Credit Specialist	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
<b>Job Group Totals :</b>	<b>7</b>	<b>5</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>18</b>	<b>10</b>	<b>1</b>	<b>7</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Job Group Percentages :</b>	<b>28.0</b>	<b>20.0</b>	<b>4.0</b>	<b>0.0</b>	<b>4.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>72.0</b>	<b>40.0</b>	<b>4.0</b>	<b>28.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

~ : Part Time

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Job Code : Job Title	Males								Females							
	Total	WHI	BLK	HIS	ASI	AMI	PH	TWO	Total	WHI	BLK	HIS	ASI	AMI	PH	TWO
<b>3B : Professional - specialist</b>																
~ 662 : Grant Accounting Analyst	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
697 : Agent, Purchasing	0	0	0	0	0	0	0	0	2	2	0	0	0	0	0	0
702 : Talent Acquisition Analyst/Adj	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
703 : Benefits Specialist	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
7031 : Science Technical Assistant	2	2	0	0	0	0	0	0	1	1	0	0	0	0	0	0
7046 : Transition Specialist	0	0	0	0	0	0	0	0	2	0	1	1	0	0	0	0
8036 : Marketing Communication Specia	1	1	0	0	0	0	0	0	1	1	0	0	0	0	0	0
8056 : Program Information Specialist	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
8087 : Student Accounts Specialist	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	0
~ 8171 : Testing Specialist	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
8171 : Testing Specialist	2	1	0	0	0	1	0	0	2	2	0	0	0	0	0	0
8198 : Project Specialist-Enrollment	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	0
8203 : Marketing Specialist - Creativ	1	1	0	0	0	0	0	0	1	1	0	0	0	0	0	0
8205 : Research Analyst	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Job Group Totals :</b>	<b>8</b>	<b>7</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>15</b>	<b>11</b>	<b>3</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Job Group Percentages :</b>	<b>34.8</b>	<b>30.4</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>4.3</b>	<b>0.0</b>	<b>0.0</b>	<b>65.2</b>	<b>47.8</b>	<b>13.0</b>	<b>4.3</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

~ : Part Time

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Job Code : Job Title	Males								Females							
	Total	WHI	BLK	HIS	ASI	AMI	PH	TWO	Total	WHI	BLK	HIS	ASI	AMI	PH	TWO
<b>3C : Professional - other</b>																
5043 : Health & Technology Learning C	0	0	0	0	0	0	0	0	4	4	0	0	0	0	0	0
5046 : Librarian	0	0	0	0	0	0	0	0	3	3	0	0	0	0	0	0
5049 : PTA Academic Coordinator of CI	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
~639 : Center for Sustainable Living	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
663 : Grants Administrator	0	0	0	0	0	0	0	0	2	1	0	0	1	0	0	0
7036 : News Director	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
8037 : Program Effectiveness Speciali	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
8207 : Coordinator, Customized Traini	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
<b>Job Group Totals :</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>13</b>	<b>12</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Job Group Percentages :</b>	<b>7.1</b>	<b>7.1</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>92.9</b>	<b>85.7</b>	<b>0.0</b>	<b>0.0</b>	<b>7.1</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

~ : Part Time



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	Total	WHI	BLK	HIS	ASI	AMI	PH	TWO	Total	WHI	BLK	HIS	ASI	AMI	PH	TWO
<b>3D : Professional - student support</b>																
10628 : Student Accounts Associate	0	0	0	0	0	0	0	0	2	1	0	1	0	0	0	0
12318 : FAA-Database Setup/Maint	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
8042 : Financial Specialist	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
8090 : Service Learning Coordinator	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
8092 : Student Support Specialist	3	1	1	1	0	0	0	0	3	0	1	1	1	0	0	0
8095 : Student Finance Specialist	1	1	0	0	0	0	0	0	5	2	2	1	0	0	0	0
8099 : New Student Specialist	3	2	0	0	1	0	0	0	6	2	2	1	1	0	0	0
8100 : Financial Aid Specialist	1	1	0	0	0	0	0	0	2	2	0	0	0	0	0	0
8115 : Student Life Coordinator	0	0	0	0	0	0	0	0	2	2	0	0	0	0	0	0
8116 : International Education Coordi	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
8120 : Disability Support Specialist	1	1	0	0	0	0	0	0	1	1	0	0	0	0	0	0
~8127 : Learning Success Coach, Nursin	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
8128 : Learning Success Coach	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	0
8132 : Disability Support Specialst	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
8185 : Coordinator, Gateway Promise	1	0	1	0	0	0	0	0	1	0	1	0	0	0	0	0
8194 : Coordinator, Dual Credit	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
8206 : Student Accounts School Certif	0	0	0	0	0	0	0	0	2	2	0	0	0	0	0	0
8209 : Fast Forward Accountability Co	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	0
8210 : College Access Outreach Specia	0	0	0	0	0	0	0	0	1	0	0	1	0	0	0	0
8212 : Registration and Reporting Spe	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0

~ : Part Time

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	Total	WHI	BLK	HIS	ASI	AMI	PH	TWO	Total	WHI	BLK	HIS	ASI	AMI	PH	TWO
8214 : Trio Program Coordinator	0	0	0	0	0	0	0	0	1	0	0	1	0	0	0	0
<b>Job Group Totals :</b>	12	7	3	1	1	0	0	0	34	18	8	6	2	0	0	0
<b>Job Group Percentages :</b>	26.1	15.2	6.5	2.2	2.2	0.0	0.0	0.0	73.9	39.1	17.4	13.0	4.3	0.0	0.0	0.0

~ : Part Time

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	Total	WHI	BLK	HIS	ASI	AMI	PH	TWO	Total	WHI	BLK	HIS	ASI	AMI	PH	TWO
<b>4A : Clerical - AA</b>																
10411 : Finance Associate	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	1
10484 : Finance A/R Associate	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
10534 : Finance A/P Associate	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
~10534 : Finance A/P Associate	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
10630 : Accounting Associate	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
10631 : Student Express Associate	1	0	0	1	0	0	0	0	6	2	3	1	0	0	0	0
10633 : Contact Center Associate	0	0	0	0	0	0	0	0	4	3	1	0	0	0	0	0
10636 : Student Express Assoc/CC	1	1	0	0	0	0	0	0	3	2	0	1	0	0	0	0
12308 : Sr. Contact Center Associate	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
12324 : Dual Credit Registration Assoi	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
633 : Administrative Assistant	0	0	0	0	0	0	0	0	4	4	0	0	0	0	0	0
~633 : Administrative Assistant	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
658 : Admin Asst, Business & Work	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
669 : Asst. to the Sr. VP/R.M.C.	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
690 : Executive Assistant to the	0	0	0	0	0	0	0	0	2	2	0	0	0	0	0	0
7003 : Payroll Specialist	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
7025 : Horticulture Specialist LW	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
7029 : Library Technician	2	2	0	0	0	0	0	0	2	2	0	0	0	0	0	0
8059 : Conference Center Coordinator	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
8119 : Foundation and Alumni Relation	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0

~ : Part Time

Gateway Technical College  
 3520 30th Avenue  
 Kenosha, WI 53144  
**Job Group Analysis Report**

41 CFR Section 60-2.12-13

Job Code : Job Title	Males								Females							
	Total	WHI	BLK	HIS	ASI	AMI	PH	TWO	Total	WHI	BLK	HIS	ASI	AMI	PH	TWO
8143 : Service Occupations Assistant	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
8157 : Scheduling Specialist	0	0	0	0	0	0	0	0	3	1	1	1	0	0	0	0
8159 : Library Tech District Lead	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
8176 : Admissions Specialist	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
8181 : Apprenticeship Coordinator	0	0	0	0	0	0	0	0	1	0	0	1	0	0	0	0
<b>Job Group Totals :</b>	7	6	0	1	0	0	0	0	39	29	5	4	0	0	0	1
<b>Job Group Percentages :</b>	15.2	13.0	0.0	2.2	0.0	0.0	0.0	0.0	84.8	63.0	10.9	8.7	0.0	0.0	0.0	2.2

~ : Part Time

Gateway Technical College  
3520 30th Avenue  
Kenosha, WI 53144  
**Job Group Analysis Report**

41 CFR Section 60-2.12-13

Job Code : Job Title	Males								Females							
	Total	WHI	BLK	HIS	ASI	AMI	PH	TWO	Total	WHI	BLK	HIS	ASI	AMI	PH	TWO
<b>4B : Clerical - Associate</b>																
10512 : Marketing & Comm. Associate	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
10554 : Campus Dean Associate	0	0	0	0	0	0	0	0	1	0	0	0	1	0	0	0
10557 : Campus Affairs Associate	0	0	0	0	0	0	0	0	2	0	2	0	0	0	0	0
10560 : Campus Program Associate	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	0
10562 : Divisional Dean Associate	0	0	0	0	0	0	0	0	14	8	4	2	0	0	0	0
10568 : Registrar's Office Associat	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
10584 : Divisional Apprentice Associ	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
~ 10589 : Institutional Effectiveness	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
10621 : Library Secretary	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
10639 : Admissions Associate	0	0	0	0	0	0	0	0	3	2	0	1	0	0	0	0
10650 : Background/Health Information	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
12313 : Student Success Associate	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	0
12314 : Divisional Associate, BWS	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
12315 : Marketing Support Associate	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
12317 : Business Office Associate	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
12319 : International Dean Associate	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
12320 : Registrar Office Associate	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	0
12323 : Dean Associate, Academic Opera	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
<b>Job Group Totals :</b>	0	0	0	0	0	0	0	0	34	21	9	3	1	0	0	0
<b>Job Group Percentages :</b>	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	100.0	61.8	26.5	8.8	2.9	0.0	0.0	0.0

~ : Part Time

Gateway Technical College  
 3520 30th Avenue  
 Kenosha, WI 53144  
**Job Group Analysis Report**

41 CFR Section 60-2.12-13

Job Code : Job Title	Males								Females							
	Total	WHI	BLK	HIS	ASI	AMI	PH	TWO	Total	WHI	BLK	HIS	ASI	AMI	PH	TWO
<b>4C : Clerical - Aid</b>																
10615 : Barber Cosmetology Aide	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
~10624 : Academic Operations Aide-Eveni	0	0	0	0	0	0	0	0	3	2	0	1	0	0	0	0
10642 : Welcome Center Associate	0	0	0	0	0	0	0	0	4	3	1	0	0	0	0	0
~10652 : Barbering Technologist Aide	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
~12303 : Library Aide	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
~12409 : Campus Affairs Aide	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
<b>Job Group Totals :</b>	0	0	0	0	0	0	0	0	11	9	1	1	0	0	0	0
<b>Job Group Percentages :</b>	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	100.0	81.8	9.1	9.1	0.0	0.0	0.0	0.0

~ : Part Time

Gateway Technical College  
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Kenosha, WI 53144  
**Job Group Analysis Report**

41 CFR Section 60-2.12-13

Job Code : Job Title	Males								Females							
	Total	WHI	BLK	HIS	ASI	AMI	PH	TWO	Total	WHI	BLK	HIS	ASI	AMI	PH	TWO
<b>5A : Technical - Student support</b>																
7014 : Paraprofessional II - Outrea	0	0	0	0	0	0	0	0	1	0	0	1	0	0	0	0
~7020 : Fine Arts Director	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
7083 : Web Designer-Lead	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
8057 : Transportation Technical	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
~8074 : Marketing Tech-Web & Social	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
8075 : Virtual Learning Specialist	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
8086 : Paraprofessional II	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
8118 : Fab Lab Coordinator	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
8146 : Digital Marketing & Content St	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
~8158 : Law Enforcement Training Techn	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
8161 : Tech Central Coordinator	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
8178 : Fab Lab Technician	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
8188 : Culinary Arts Technical Assist	0	0	0	0	0	0	0	0	2	2	0	0	0	0	0	0
~8188 : Culinary Arts Technical Assist	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
8189 : Catering Technical Assistant	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
8193 : Digital Production Technician	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
8213 : Prior Learning & Dc Coordina	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Job Group Totals :</b>	<b>8</b>	<b>8</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>10</b>	<b>9</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Job Group Percentages :</b>	<b>44.4</b>	<b>44.4</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>55.6</b>	<b>50.0</b>	<b>0.0</b>	<b>5.6</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

~ : Part Time

Gateway Technical College  
3520 30th Avenue  
Kenosha, WI 53144  
**Job Group Analysis Report**

41 CFR Section 60-2.12-13

Job Code : Job Title	Males								Females								
	Total	WHI	BLK	HIS	ASI	AMI	PH	TWO	Total	WHI	BLK	HIS	ASI	AMI	PH	TWO	
<b>5D : Technical - computer</b>																	
260 : State Reporting/Software Dev	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
7000 : Programmer/Analyst	1	1	0	0	0	0	0	0	2	1	0	0	1	0	0	0	0
7004 : WAN Technician	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
8009 : LAN/Communication Technicia	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
8055 : Cyber Security Analyst	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
8058 : Infrastructure/Computer Techni	4	2	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0
8085 : LId Support Specialist	0	0	0	0	0	0	0	0	2	2	0	0	0	0	0	0	0
8110 : Technology Support Coordinator	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
8134 : Network Operations Coordinator	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0	0
8184 : Local Area Network Technician	3	1	1	0	0	0	0	1	1	0	1	0	0	0	0	0	0
8186 : Computer Support Technician	15	10	4	1	0	0	0	0	3	2	0	0	0	1	0	0	0
8201 : Foundation Database Specialist	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0	0
8204 : Program Producer/Dev Special	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Job Group Totals :</b>	29	19	7	2	0	0	0	1	10	7	1	0	1	1	0	0	0
<b>Job Group Percentages :</b>	74.4	48.7	17.9	5.1	0.0	0.0	0.0	2.6	25.6	17.9	2.6	0.0	2.6	2.6	0.0	0.0	0.0

~ : Part Time



Gateway Technical College  
 3520 30th Avenue  
 Kenosha, WI 53144  
**Job Group Analysis Report**

41 CFR Section 60-2.12-13

Job Code : Job Title	Males								Females								
	Total	WHI	BLK	HIS	ASI	AMI	PH	TWO	Total	WHI	BLK	HIS	ASI	AMI	PH	TWO	
<b>7A : Service - custodian</b>																	
8012 : Tool Crib/Preventative Mainten	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
8039 : Groundskeeper/Custodian	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0	0
~ 8711 : Mail Services Technician	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0	0
9004 : Custodian	22	12	8	1	0	0	0	1	3	3	0	0	0	0	0	0	0
~ 9004 : Custodian	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
9024 : Cleaner	5	3	2	0	0	0	0	0	1	1	0	0	0	0	0	0	0
<b>Job Group Totals :</b>	29	17	10	1	0	0	0	1	6	6	0	0	0	0	0	0	0
<b>Job Group Percentages :</b>	82.9	48.6	28.6	2.9	0.0	0.0	0.0	2.9	17.1	17.1	0.0	0.0	0.0	0.0	0.0	0.0	0.0

~ : Part Time

Gateway Technical College  
3520 30th Avenue  
Kenosha, WI 53144  
**Job Group Analysis Report**

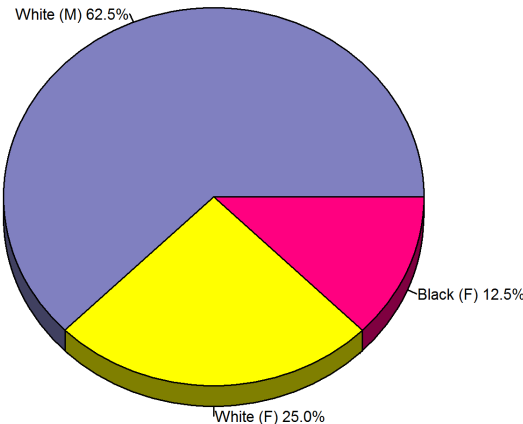
41 CFR Section 60-2.12-13

Job Code : Job Title	Males								Females							
	Total	WHI	BLK	HIS	ASI	AMI	PH	TWO	Total	WHI	BLK	HIS	ASI	AMI	PH	TWO
<b>7B : Service - mechanic</b>																
7030 : Machine Maint Tech/Mat Exp	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
8183 : Machine Maintenance Technician	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
9001 : Mechanic	7	5	1	1	0	0	0	0	0	0	0	0	0	0	0	0
<b>Job Group Totals :</b>	9	7	1	1	0	0	0	0	0	0	0	0	0	0	0	0
<b>Job Group Percentages :</b>	100.0	77.8	11.1	11.1	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
<b>Plan Totals :</b>	248	193	30	10	7	6	0	2	375	279	49	31	10	1	1	4
<b>Plan Percentages :</b>	39.8	31.0	4.8	1.6	1.1	1.0	0.0	0.3	60.2	44.8	7.9	5.0	1.6	0.2	0.2	0.6

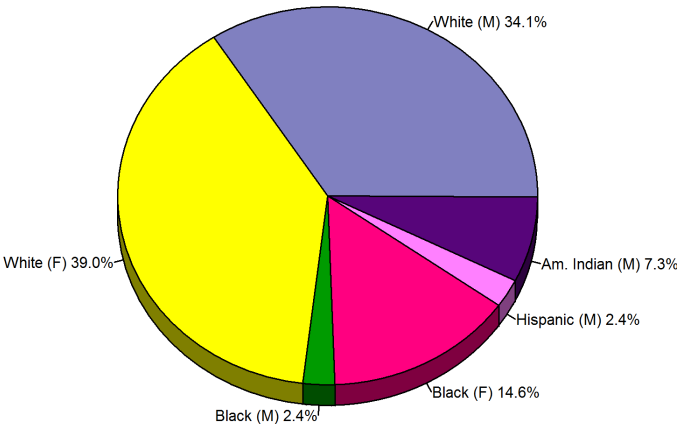
~ : Part Time

# Gateway Technical College

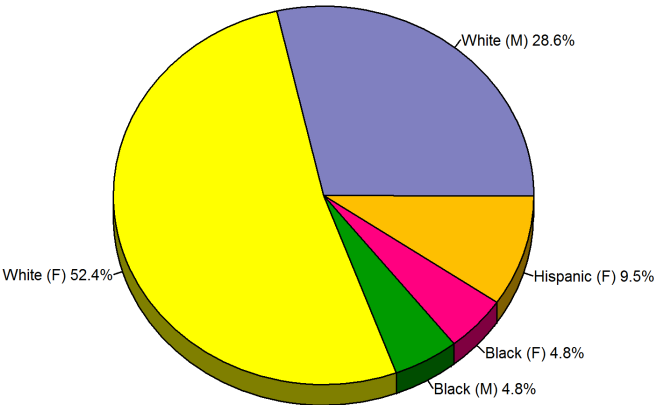
**1A : Executive Admin - Executive or Senior Level**



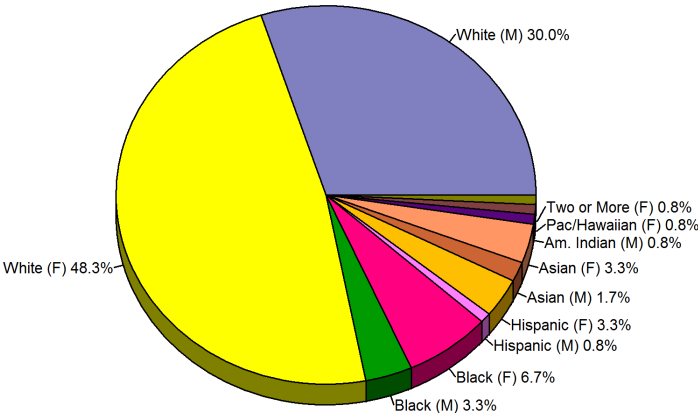
**1B : Executive Admin - Manager**



**1C : Executive Admin - LL Manager**

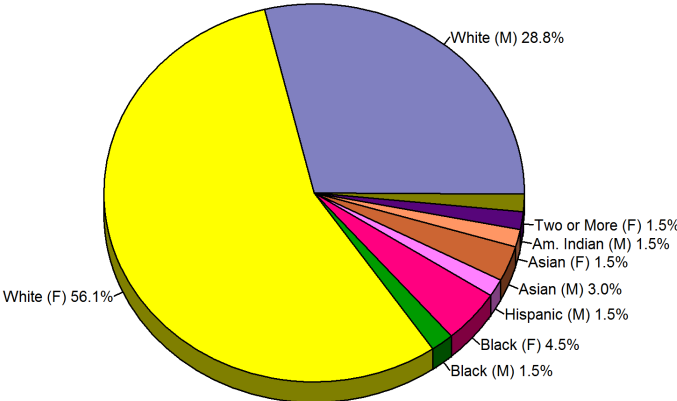


**2A : Faculty**

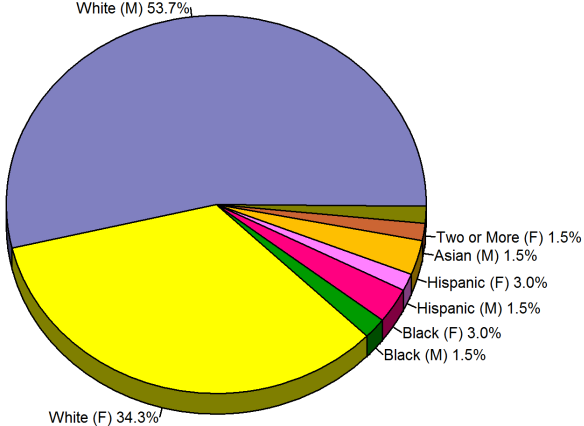


# Gateway Technical College

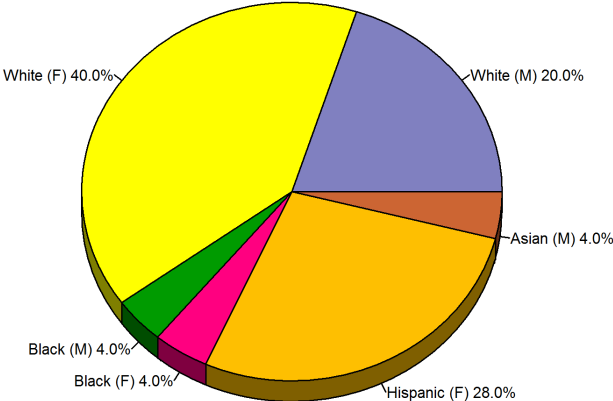
**2B : Faculty - special**



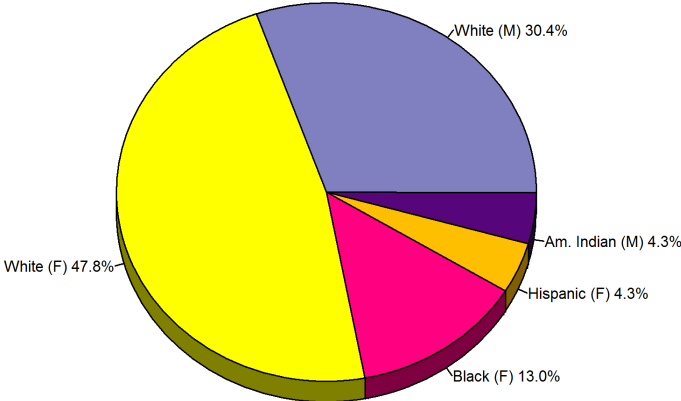
**2C : Faculty - htp**



**3A : Professional - counselor**

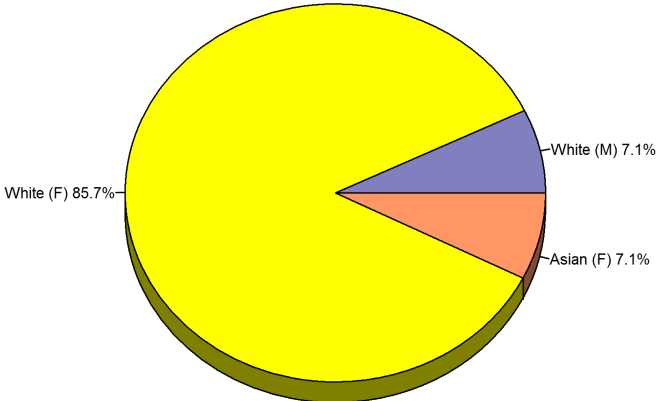


**3B : Professional - specialist**

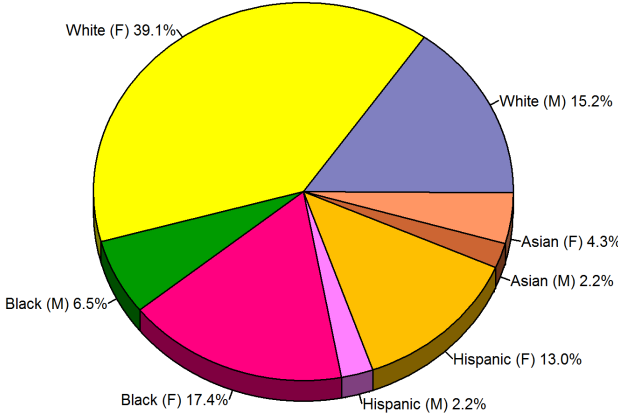


# Gateway Technical College

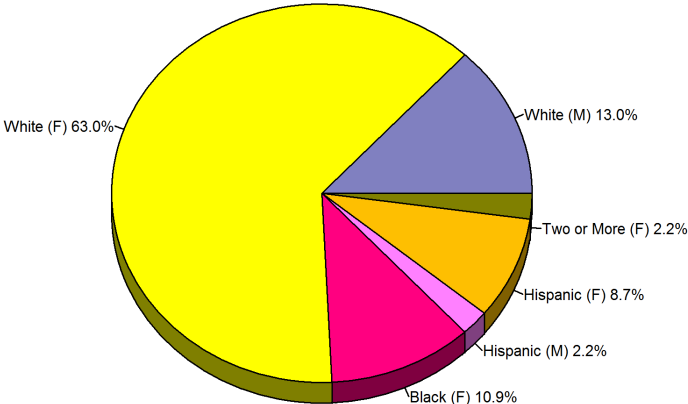
**3C : Professional - other**



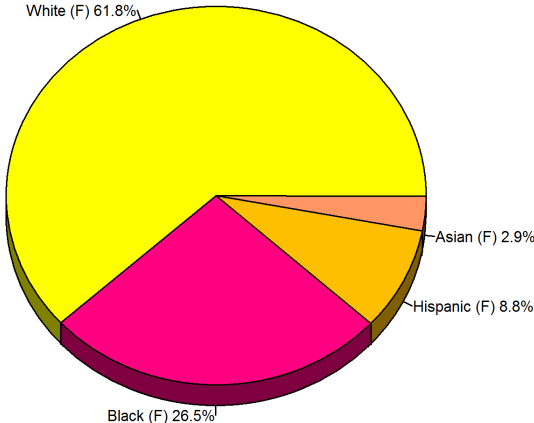
**3D : Professional - student support**



**4A : Clerical - AA**

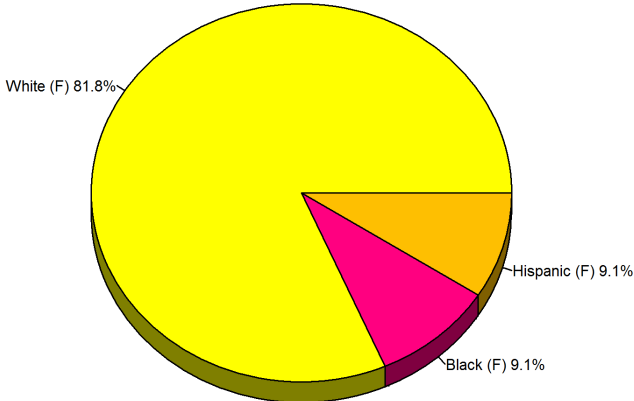


**4B : Clerical - Associate**

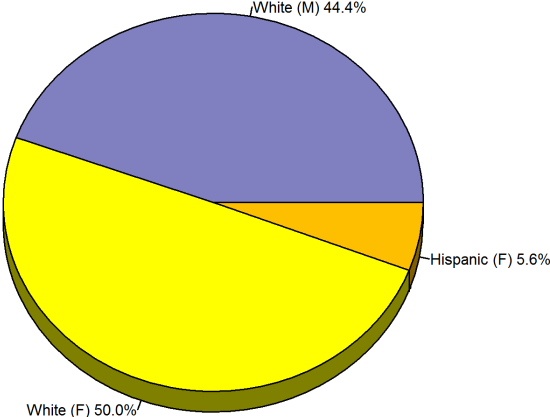


# Gateway Technical College

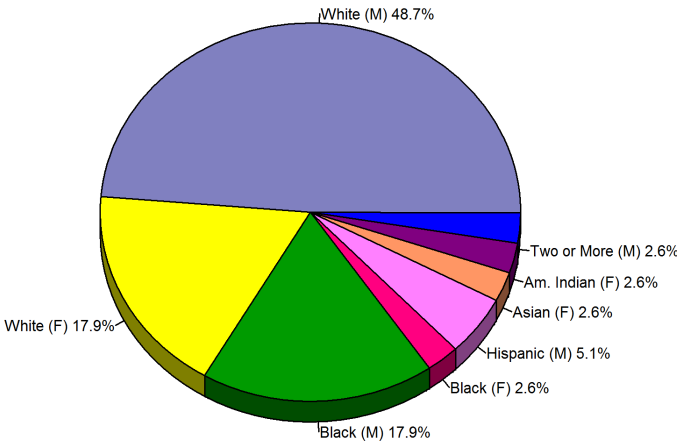
**4C : Clerical - Aid**



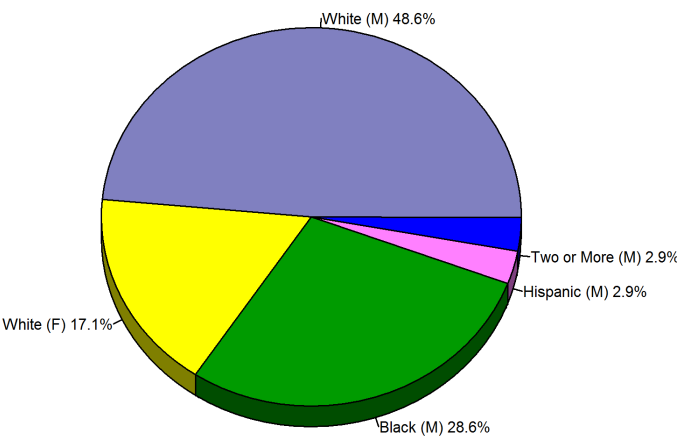
**5A : Technical - Student support**



**5D : Technical - computer**

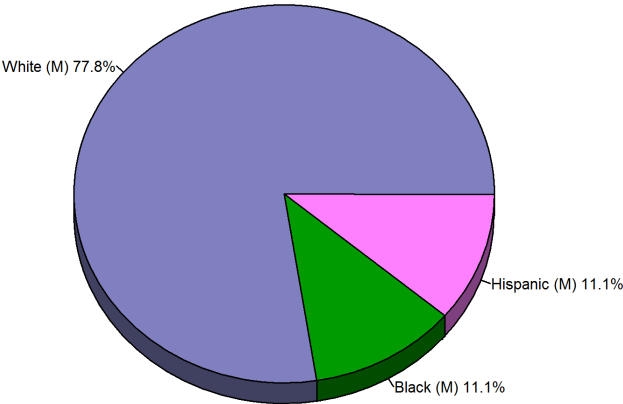


**7A : Service - custodian**



# Gateway Technical College

## 7B : Service - mechanic



## **DETERMINING AVAILABILITY**

### **41 CFR Section 60-2.14**

Availability is an estimate of the number of qualified minorities or women available for employment in a given job group, expressed as a percentage of all qualified persons available for employment in the job group. The purpose of the availability determination is to establish a benchmark against which the demographic composition of the incumbent workforce can be compared in order to determine whether barriers to equal employment opportunity may exist within particular job groups.

Gateway Technical College separately determines the availability of women and minorities for each job group. To determine availability, Gateway Technical College considers the following factors:

1. The percentage of minorities or women with requisite skills in the reasonable recruitment area. The reasonable recruitment area is defined as the geographical area from which the contractor usually seeks or reasonably could seek workers to fill the positions in question. 41 C.F.R. 60-2.14(c)(1).

We break down this factor into three subcategories to more clearly identify the rationale behind it. 41 C.F.R. Section 60-2.14(e) states that, "For each job group, the reasonable recruitment area must be identified, with a brief explanation of the rationale for selection of that recruitment area."

Factor 1a considers the percent of women and minorities with requisite skills in a local recruitment area. The most current U.S. Census data is used to derive the availability of women and minorities. If this factor is used, it is because Gateway Technical College recruits, and many of its applicants live within the local recruitment area, or because we plan on recruiting in this region in the future. Any recruitment practices unique to a job group are noted on the Availability Analysis.

Factor 1b considers the percent of women and minorities with requisite skills outside the local recruitment area. The most current U.S. Census data is used to derive the availability of women and minorities. If this factor is used, it is because we recruit and some of the applicants live beyond the local recruitment area, or because we plan on recruiting in this region in the future. Any recruitment practices unique to a job group are noted on the Availability Analysis.

Factor 1c considers the percentage of women and minorities in schools and training institutions where the contractor might reasonably recruit. If this factor is used, it is because we post or plan to post available positions at local training institutions, or because many of the applicants who respond to open positions are graduates of these training institutions. Any recruitment practices unique to a job group are noted on the Availability Analysis.

2. The percentage of minorities or women among those promotable, transferable, and trainable within the contractor's organization. Trainable refers to those employees within the contractor's organization who could, with appropriate training that the contractor is reasonably able to provide, become promotable or transferable during the AAP year. 41 C.F.R. 60-2.14(c)(2).

This second factor is divided into two subcategories to more clearly identify the rationale behind this recruitment factor.

Factor 2a considers the percentage of women and minorities promotable and transferable within the contractor's organization. If this factor is chosen, it is because we fill positions by recruiting from within the workforce either through promotions or transfers. Internal applicants normally apply for these positions. Any recruitment practices unique to a job group are noted on the Availability Analysis.

Factor 2b considers the percentage of women and minorities trainable within the contractor's organization



that could, with appropriate training, that the contractor is reasonably able to provide, become promotable or transferable during the AAP year. If this factor is chosen, it is because we fill positions internally through promotions following training methods such as: apprenticeship programs, enrollment in a college or trade institution, on-the-job training. Any recruitment practices unique to a job group are noted on the Availability Analysis.

3. An additional third factor is utilized in those job groups where the first two factors do not adequately describe availability for a job group. Oftentimes this will be applicant flow data, but a description of any third factor used is noted on the Availability Analysis report.

**Gateway Technical College**  
**3520 30th Avenue**  
**Kenosha, WI 53144**

**Availability Analysis**

41 CFR Section 60-2.14

**1A : Executive Admin - Executive or Senior Level (Total Employees : 8)**

	Weight %	Females		Minorities		Black		Hispanic		Asian		Am. Indian		Pac / Hawaiian		Two or More	
		Total: 3		Total: 1		Total: 1		Total: 0		Total: 0		Total: 0		Total: 0		Total: 0	
		Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %
1a. Recruitment (local)	20.0	39.1	7.8	7.8	1.6	4.0	0.8	0.6	0.1	1.6	0.3	0.9	0.2	0.0	0.0	1.3	0.3
1b. Recruitment (non-local)	65.0	40.9	26.6	13.3	8.6	7.7	5.0	2.9	1.9	1.8	1.2	0.3	0.2	0.0	0.0	0.7	0.5
1c. Training Institutions	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
2a. Promotable/Transferable	15.0	51.0	7.7	24.5	3.7	16.3	2.4	2.0	0.3	0.0	0.0	6.1	0.9	0.0	0.0	0.0	0.0
2b. Persons Trainable	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
3. Custom Factor	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	<b>100.0</b>																
Total Availability %		42.1		13.9		8.2		2.3		1.5		1.3		0.0		0.8	
Current %		37.5		12.5		12.5		0.0		0.0		0.0		0.0		0.0	
Placement Goal?*, Exact Binomial		No		No		No		No		No		No		No		No	

**Statistical Sources:**

**Factor 1a:** 2006-2010 American Community Survey (Worksite Table 1W) Statistics for District wide.

**Factor 1b:** 2006-2010 American Community Survey (Worksite Table 1W) Statistics for Non-local - IL and WI.

**Factor 2a:** Internal promotions are from all jobs within job groups 1A and 1B.

\* The Company has used the terms 'Availability,' 'Utilization analysis' and 'Placement Goal' herein as referenced by government affirmative action regulations and has selected statistics for these analyses in compliance with such regulations. The use of such terms and statistics does not indicate the Company's agreement that the geographic areas are appropriate or that the sources of statistics are the most relevant. The terms have no legal or factual significance outside the context of this Affirmative Action Program and in no way suggest any wrong doing by the Company.

**Gateway Technical College**  
**3520 30th Avenue**  
**Kenosha, WI 53144**

**Availability Analysis**

41 CFR Section 60-2.14

**1B : Executive Admin - Manager (Total Employees : 41)**

	Weight %	Females		Minorities		Black		Hispanic		Asian		Am. Indian		Pac / Hawaiian		Two or More	
		Total: 22		Total: 11		Total: 7		Total: 1		Total: 0		Total: 3		Total: 0		Total: 0	
		Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %
1a. Recruitment (local)	35.0	51.0	17.9	11.2	3.9	4.8	1.7	2.6	0.9	1.8	0.6	1.1	0.4	0.0	0.0	1.4	0.5
1b. Recruitment (non-local)	40.0	54.7	21.9	16.8	6.7	9.8	3.9	3.4	1.4	2.3	0.9	0.4	0.2	0.0	0.0	0.9	0.4
1c. Training Institutions	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
2a. Promotable/Transferable	25.0	57.7	14.4	17.4	4.4	7.5	1.9	3.6	0.9	4.0	1.0	0.8	0.2	0.4	0.1	1.2	0.3
2b. Persons Trainable	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
3. Custom Factor	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	<b>100.0</b>																
Total Availability %		54.2		15.0		7.5		3.2		2.5		0.8		0.1		1.2	
Current %		53.7		26.8		17.1		2.4		0.0		7.3		0.0		0.0	
Placement Goal?*, 2 Std Dev		No		No		No		No		No		No		No		No	

**Statistical Sources:**

**Factor 1a:** 2006-2010 American Community Survey (Worksite Table 1W) Statistics for District wide.

**Factor 1b:** 2006-2010 American Community Survey (Worksite Table 1W) Statistics for Non-local - IL and WI.

**Factor 2a:** Internal promotions are from all jobs within job groups 11C, 2A, 2B and 2C.

\* The Company has used the terms 'Availability,' 'Utilization analysis' and 'Placement Goal' herein as referenced by government affirmative action regulations and has selected statistics for these analyses in compliance with such regulations. The use of such terms and statistics does not indicate the Company's agreement that the geographic areas are appropriate or that the sources of statistics are the most relevant. The terms have no legal or factual significance outside the context of this Affirmative Action Program and in no way suggest any wrong doing by the Company.

**Gateway Technical College**  
**3520 30th Avenue**  
**Kenosha, WI 53144**

**Availability Analysis**

41 CFR Section 60-2.14

**1C : Executive Admin - LL Manager (Total Employees : 21)**

	Weight %	Females		Minorities		Black		Hispanic		Asian		Am. Indian		Pac / Hawaiian		Two or More	
		Total: 14		Total: 4		Total: 2		Total: 2		Total: 0		Total: 0		Total: 0		Total: 0	
		Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %
1a. Recruitment (local)	30.0	51.4	15.4	11.7	3.5	3.5	1.1	6.6	2.0	0.9	0.3	0.4	0.1	0.0	0.0	0.5	0.2
1b. Recruitment (non-local)	35.0	52.4	18.3	14.9	5.2	7.3	2.6	3.5	1.2	2.7	0.9	0.3	0.1	0.0	0.0	1.0	0.4
1c. Training Institutions	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
2a. Promotable/Transferable	35.0	71.0	24.9	37.7	13.2	20.3	7.1	11.6	4.1	4.3	1.5	1.4	0.5	0.0	0.0	0.0	0.0
2b. Persons Trainable	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
3. Custom Factor	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	<b>100.0</b>																
Total Availability %		58.6		21.9		10.8		7.3		2.7		0.7		0.0		0.6	
Current %		66.7		19.0		9.5		9.5		0.0		0.0		0.0		0.0	
Placement Goal?*, Exact Binomial		No		No		No		No		No		No		No		No	

**Statistical Sources:**

**Factor 1a:** 2006-2010 American Community Survey (Worksite Table 1W) Statistics for District wide.

**Factor 1b:** 2006-2010 American Community Survey (Worksite Table 1W) Statistics for Non-local - IL and WI.

**Factor 2a:** Internal promotions are from all jobs within job groups 3B and 3D.

\* The Company has used the terms 'Availability,' 'Utilization analysis' and 'Placement Goal' herein as referenced by government affirmative action regulations and has selected statistics for these analyses in compliance with such regulations. The use of such terms and statistics does not indicate the Company's agreement that the geographic areas are appropriate or that the sources of statistics are the most relevant. The terms have no legal or factual significance outside the context of this Affirmative Action Program and in no way suggest any wrong doing by the Company.

**Gateway Technical College**  
**3520 30th Avenue**  
**Kenosha, WI 53144**

**Availability Analysis**

41 CFR Section 60-2.14

**2A : Faculty (Total Employees : 120)**

	Weight %	Females		Minorities		Black		Hispanic		Asian		Am. Indian		Pac / Hawaiian		Two or More	
		Total: 76		Total: 26		Total: 12		Total: 5		Total: 6		Total: 1		Total: 1		Total: 1	
		Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %
1a. Recruitment (local)	100.0	57.6	57.6	18.6	18.6	6.6	6.6	4.0	4.0	7.6	7.6	0.4	0.4	0.0	0.0	0.6	0.6
1b. Recruitment (non-local)	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
1c. Training Institutions	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
2a. Promotable/Transferable	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
2b. Persons Trainable	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
3. Custom Factor	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	<b>100.0</b>																
Total Availability %		57.6		18.6		6.6		4.0		7.6		0.4		0.0		0.6	
Current %		63.3		21.7		10.0		4.2		5.0		0.8		0.8		0.8	
Placement Goal?*, 2 Std Dev		No		No		No		No		No		No		No		No	

**Statistical Sources:**

**Factor 1a:** 2006-2010 American Community Survey (Worksite Table 1W) Statistics for District wide.

\* The Company has used the terms 'Availability,' 'Utilization analysis' and 'Placement Goal' herein as referenced by government affirmative action regulations and has selected statistics for these analyses in compliance with such regulations. The use of such terms and statistics does not indicate the Company's agreement that the geographic areas are appropriate or that the sources of statistics are the most relevant. The terms have no legal or factual significance outside the context of this Affirmative Action Program and in no way suggest any wrong doing by the Company.

**Gateway Technical College**  
**3520 30th Avenue**  
**Kenosha, WI 53144**

**Availability Analysis**

41 CFR Section 60-2.14

**2B : Faculty - special (Total Employees : 66)**

	Weight %	Females		Minorities		Black		Hispanic		Asian		Am. Indian		Pac / Hawaiian		Two or More	
		Total: 42		Total: 10		Total: 4		Total: 1		Total: 3		Total: 1		Total: 0		Total: 1	
		Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %
1a. Recruitment (local)	80.0	57.5	46.0	19.1	15.3	6.8	5.4	4.0	3.2	7.9	6.3	0.4	0.3	0.0	0.0	0.6	0.5
1b. Recruitment (non-local)	20.0	50.9	10.2	18.8	3.8	7.3	1.5	2.0	0.4	7.9	1.6	0.0	0.0	0.0	0.0	1.6	0.3
1c. Training Institutions	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
2a. Promotable/Transferable	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
2b. Persons Trainable	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
3. Custom Factor	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	<b>100.0</b>																
Total Availability %		56.2		19.1		6.9		3.6		7.9		0.3		0.0		0.8	
Current %		63.6		15.2		6.1		1.5		4.5		1.5		0.0		1.5	
Placement Goal?*, 2 Std Dev		No		No		No		No		No		No		No		No	

**Statistical Sources:**

**Factor 1a:** 2006-2010 American Community Survey (Worksite Table 1W) Statistics for District wide.

**Factor 1b:** 2006-2010 American Community Survey (Worksite Table 1W) Statistics for Milwaukee-Waukesha-West Allis, WI Metro Area.

\* The Company has used the terms 'Availability,' 'Utilization analysis' and 'Placement Goal' herein as referenced by government affirmative action regulations and has selected statistics for these analyses in compliance with such regulations. The use of such terms and statistics does not indicate the Company's agreement that the geographic areas are appropriate or that the sources of statistics are the most relevant. The terms have no legal or factual significance outside the context of this Affirmative Action Program and in no way suggest any wrong doing by the Company.

**Gateway Technical College**  
**3520 30th Avenue**  
**Kenosha, WI 53144**

**Availability Analysis**

41 CFR Section 60-2.14

**2C : Faculty - htp (Total Employees : 67)**

	Weight %	Females		Minorities		Black		Hispanic		Asian		Am. Indian		Pac / Hawaiian		Two or More	
		Total: 28		Total: 8		Total: 3		Total: 3		Total: 1		Total: 0		Total: 0		Total: 1	
		Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %
1a. Recruitment (local)	30.0	57.5	17.3	19.1	5.7	6.8	2.0	4.0	1.2	7.9	2.4	0.4	0.1	0.0	0.0	0.6	0.2
1b. Recruitment (non-local)	70.0	49.4	34.6	20.8	14.6	4.8	3.4	4.2	2.9	10.2	7.1	0.1	0.1	0.0	0.0	1.4	1.0
1c. Training Institutions	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
2a. Promotable/Transferable	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
2b. Persons Trainable	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
3. Custom Factor	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	<b>100.0</b>																
Total Availability %		51.9		20.3		5.4		4.1		9.5		0.2		0.0		1.2	
Current %		41.8		11.9		4.5		4.5		1.5		0.0		0.0		1.5	
Placement Goal?*, 2 Std Dev		No		No		No		No		Yes		No		No		No	

**Statistical Sources:**

**Factor 1a:** 2006-2010 American Community Survey (Worksite Table 1W) Statistics for District wide.

**Factor 1b:** 2006-2010 American Community Survey (Worksite Table 1W) Statistics for Non-local - IL and WI.

\* The Company has used the terms 'Availability,' 'Utilization analysis' and 'Placement Goal' herein as referenced by government affirmative action regulations and has selected statistics for these analyses in compliance with such regulations. The use of such terms and statistics does not indicate the Company's agreement that the geographic areas are appropriate or that the sources of statistics are the most relevant. The terms have no legal or factual significance outside the context of this Affirmative Action Program and in no way suggest any wrong doing by the Company.

**Gateway Technical College**  
**3520 30th Avenue**  
**Kenosha, WI 53144**

**Availability Analysis**

41 CFR Section 60-2.14

**3A : Professional - counselor (Total Employees : 25)**

	Weight %	Females		Minorities		Black		Hispanic		Asian		Am. Indian		Pac / Hawaiian		Two or More	
		Total: 18		Total: 10		Total: 2		Total: 7		Total: 1		Total: 0		Total: 0		Total: 0	
		Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %
1a. Recruitment (local)	75.0	71.6	53.7	40.3	30.2	26.4	19.8	7.8	5.9	4.7	3.5	0.3	0.2	0.0	0.0	1.4	1.1
1b. Recruitment (non-local)	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
1c. Training Institutions	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
2a. Promotable/Transferable	25.0	67.8	17.0	31.0	7.8	16.1	4.0	10.3	2.6	3.4	0.9	1.1	0.3	0.0	0.0	0.0	0.0
2b. Persons Trainable	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
3. Custom Factor	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	<b>100.0</b>																
Total Availability %		70.7		38.0		23.8		8.5		4.4		0.5		0.0		1.1	
Current %		72.0		40.0		8.0		28.0		4.0		0.0		0.0		0.0	
Placement Goal?*, Exact Binomial		No		No		No		No		No		No		No		No	

**Statistical Sources:**

**Factor 1a:** 2006-2010 American Community Survey (Worksite Table 1W) Statistics for Racine-Kenosha-Walworth and Milw Metro.

**Factor 2a:** Internal promotions are from all jobs within job groups 3B, 3D and 5A.

\* The Company has used the terms 'Availability,' 'Utilization analysis' and 'Placement Goal' herein as referenced by government affirmative action regulations and has selected statistics for these analyses in compliance with such regulations. The use of such terms and statistics does not indicate the Company's agreement that the geographic areas are appropriate or that the sources of statistics are the most relevant. The terms have no legal or factual significance outside the context of this Affirmative Action Program and in no way suggest any wrong doing by the Company.



**Gateway Technical College**  
**3520 30th Avenue**  
**Kenosha, WI 53144**

**Availability Analysis**

41 CFR Section 60-2.14

**3B : Professional - specialist (Total Employees : 23)**

	Weight %	Females		Minorities		Black		Hispanic		Asian		Am. Indian		Pac / Hawaiian		Two or More	
		Total: 15		Total: 5		Total: 3		Total: 1		Total: 0		Total: 1		Total: 0		Total: 0	
		Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %
1a. Recruitment (local)	65.0	67.3	43.7	10.1	6.6	7.5	4.9	2.3	1.5	0.4	0.3	0.0	0.0	0.0	0.0	0.1	0.1
1b. Recruitment (non-local)	20.0	59.5	11.9	17.6	3.5	9.2	1.8	2.5	0.5	4.4	0.9	0.3	0.1	0.0	0.0	1.2	0.2
1c. Training Institutions	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
2a. Promotable/Transferable	15.0	84.8	12.7	23.9	3.6	10.9	1.6	10.9	1.6	0.0	0.0	0.0	0.0	0.0	0.0	2.2	0.3
2b. Persons Trainable	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
3. Custom Factor	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	<b>100.0</b>																
Total Availability %		68.3		13.7		8.3		3.6		1.2		0.1		0.0		0.6	
Current %		65.2		21.7		13.0		4.3		0.0		4.3		0.0		0.0	
Placement Goal?*, Exact Binomial		No		No		No		No		No		No		No		No	

**Statistical Sources:**

**Factor 1a:** 2006-2010 American Community Survey (Worksite Table 1W) Statistics for District wide.

**Factor 1b:** 2006-2010 American Community Survey (Worksite Table 1W) Statistics for Milwaukee-Waukesha-West Allis, WI Metro Area.

**Factor 2a:** Internal promotions are from all jobs within job group 4A.

\* The Company has used the terms 'Availability,' 'Utilization analysis' and 'Placement Goal' herein as referenced by government affirmative action regulations and has selected statistics for these analyses in compliance with such regulations. The use of such terms and statistics does not indicate the Company's agreement that the geographic areas are appropriate or that the sources of statistics are the most relevant. The terms have no legal or factual significance outside the context of this Affirmative Action Program and in no way suggest any wrong doing by the Company.

**Gateway Technical College**  
**3520 30th Avenue**  
**Kenosha, WI 53144**

**Availability Analysis**

41 CFR Section 60-2.14

**3C : Professional - other (Total Employees : 14)**

	Weight %	Females		Minorities		Black		Hispanic		Asian		Am. Indian		Pac / Hawaiian		Two or More	
		Total: 13		Total: 1		Total: 0		Total: 0		Total: 1		Total: 0		Total: 0		Total: 0	
		Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %
1a. Recruitment (local)	100.0	70.2	70.2	11.0	11.0	4.1	4.1	5.8	5.8	0.9	0.9	0.3	0.3	0.0	0.0	0.3	0.3
1b. Recruitment (non-local)	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
1c. Training Institutions	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
2a. Promotable/Transferable	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
2b. Persons Trainable	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
3. Custom Factor	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	<b>100.0</b>																
Total Availability %		70.2		11.0		4.1		5.8		0.9		0.3		0.0		0.3	
Current %		92.9		7.1		0.0		0.0		7.1		0.0		0.0		0.0	
Placement Goal?*, Exact Binomial		No		No		No		No		No		No		No		No	

**Statistical Sources:**

**Factor 1a:** 2006-2010 American Community Survey (Worksite Table 1W) Statistics for Racine-Kenosha-Walworth and Milw Metro.

\* The Company has used the terms 'Availability,' 'Utilization analysis' and 'Placement Goal' herein as referenced by government affirmative action regulations and has selected statistics for these analyses in compliance with such regulations. The use of such terms and statistics does not indicate the Company's agreement that the geographic areas are appropriate or that the sources of statistics are the most relevant. The terms have no legal or factual significance outside the context of this Affirmative Action Program and in no way suggest any wrong doing by the Company.

**Gateway Technical College**  
**3520 30th Avenue**  
**Kenosha, WI 53144**

**Availability Analysis**

41 CFR Section 60-2.14

**3D : Professional - student support (Total Employees : 46)**

	Weight %	Females		Minorities		Black		Hispanic		Asian		Am. Indian		Pac / Hawaiian		Two or More	
		Total: 34		Total: 21		Total: 11		Total: 7		Total: 3		Total: 0		Total: 0		Total: 0	
		Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %
1a. Recruitment (local)	70.0	57.2	40.0	19.9	13.9	12.4	8.7	4.4	3.1	2.5	1.8	0.0	0.0	0.0	0.0	0.8	0.6
1b. Recruitment (non-local)	15.0	66.7	10.0	23.1	3.5	14.1	2.1	3.1	0.5	0.5	0.1	0.7	0.1	0.0	0.0	4.6	0.7
1c. Training Institutions	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
2a. Promotable/Transferable	15.0	77.7	11.7	28.9	4.3	14.0	2.1	11.6	1.7	2.5	0.4	0.0	0.0	0.0	0.0	0.8	0.1
2b. Persons Trainable	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
3. Custom Factor	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	<b>100.0</b>																
Total Availability %		61.7		21.7		12.9		5.3		2.3		0.1		0.0		1.4	
Current %		73.9		45.7		23.9		15.2		6.5		0.0		0.0		0.0	
Placement Goal?*, 2 Std Dev		No		No		No		No		No		No		No		No	

**Statistical Sources:**

**Factor 1a:** 2006-2010 American Community Survey (Worksite Table 1W) Statistics for District wide.

**Factor 1b:** 2006-2010 American Community Survey (Worksite Table 1W) Statistics for Milwaukee-Waukesha-West Allis, WI Metro Area.

**Factor 2a:** Internal promotions are from all jobs within job groups 3D, 4A, 4C and 5A.

\* The Company has used the terms 'Availability,' 'Utilization analysis' and 'Placement Goal' herein as referenced by government affirmative action regulations and has selected statistics for these analyses in compliance with such regulations. The use of such terms and statistics does not indicate the Company's agreement that the geographic areas are appropriate or that the sources of statistics are the most relevant. The terms have no legal or factual significance outside the context of this Affirmative Action Program and in no way suggest any wrong doing by the Company.

**Gateway Technical College**  
**3520 30th Avenue**  
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**Availability Analysis**

41 CFR Section 60-2.14

**4A : Clerical - AA (Total Employees : 46)**

	Weight %	Females		Minorities		Black		Hispanic		Asian		Am. Indian		Pac / Hawaiian		Two or More	
		Total: 39		Total: 11		Total: 5		Total: 5		Total: 0		Total: 0		Total: 0		Total: 1	
		Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %
1a. Recruitment (local)	60.0	85.9	51.5	15.9	9.5	7.7	4.6	6.4	3.8	1.4	0.8	0.0	0.0	0.0	0.0	0.5	0.3
1b. Recruitment (non-local)	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
1c. Training Institutions	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
2a. Promotable/Transferable	40.0	91.3	36.5	30.0	12.0	17.5	7.0	10.0	4.0	1.3	0.5	0.0	0.0	0.0	0.0	1.3	0.5
2b. Persons Trainable	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
3. Custom Factor	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	<b>100.0</b>																
Total Availability %		88.0		21.5		11.6		7.8		1.3		0.0		0.0		0.8	
Current %		84.8		23.9		10.9		10.9		0.0		0.0		0.0		2.2	
Placement Goal?*, 2 Std Dev		No		No		No		No		No		No		No		No	

**Statistical Sources:**

**Factor 1a:** 2006-2010 American Community Survey (Worksite Table 1W) Statistics for District wide.

**Factor 2a:** Internal promotions are from all jobs within job groups 4A and 4B.

\* The Company has used the terms 'Availability,' 'Utilization analysis' and 'Placement Goal' herein as referenced by government affirmative action regulations and has selected statistics for these analyses in compliance with such regulations. The use of such terms and statistics does not indicate the Company's agreement that the geographic areas are appropriate or that the sources of statistics are the most relevant. The terms have no legal or factual significance outside the context of this Affirmative Action Program and in no way suggest any wrong doing by the Company.

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**3520 30th Avenue**  
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**Availability Analysis**

41 CFR Section 60-2.14

**4B : Clerical - Associate (Total Employees : 34)**

	Weight %	Females		Minorities		Black		Hispanic		Asian		Am. Indian		Pac / Hawaiian		Two or More	
		Total: 34		Total: 13		Total: 9		Total: 3		Total: 1		Total: 0		Total: 0		Total: 0	
		Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %
1a. Recruitment (local)	60.0	97.4	58.4	9.5	5.7	2.1	1.3	6.5	3.9	0.5	0.3	0.0	0.0	0.0	0.0	0.4	0.2
1b. Recruitment (non-local)	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
1c. Training Institutions	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
2a. Promotable/Transferable	40.0	100.0	40.0	18.2	7.3	9.1	3.6	9.1	3.6	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
2b. Persons Trainable	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
3. Custom Factor	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	<b>100.0</b>																
Total Availability %		98.4		13.0		4.9		7.5		0.3		0.0		0.0		0.2	
Current %		100.0		38.2		26.5		8.8		2.9		0.0		0.0		0.0	
Placement Goal?*, 2 Std Dev		No		No		No		No		No		No		No		No	

**Statistical Sources:**

**Factor 1a:** 2006-2010 American Community Survey (Worksite Table 1W) Statistics for District wide.

**Factor 2a:** Internal promotions are from all jobs within job group 4C.

\* The Company has used the terms 'Availability,' 'Utilization analysis' and 'Placement Goal' herein as referenced by government affirmative action regulations and has selected statistics for these analyses in compliance with such regulations. The use of such terms and statistics does not indicate the Company's agreement that the geographic areas are appropriate or that the sources of statistics are the most relevant. The terms have no legal or factual significance outside the context of this Affirmative Action Program and in no way suggest any wrong doing by the Company.

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**Availability Analysis**

41 CFR Section 60-2.14

**4C : Clerical - Aid (Total Employees : 11)**

	Weight %	Females		Minorities		Black		Hispanic		Asian		Am. Indian		Pac / Hawaiian		Two or More	
		Total: 11		Total: 2		Total: 1		Total: 1		Total: 0		Total: 0		Total: 0		Total: 0	
		Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %
1a. Recruitment (local)	100.0	95.3	95.3	12.2	12.2	2.7	2.7	7.0	7.0	1.4	1.4	0.0	0.0	0.0	0.0	1.1	1.1
1b. Recruitment (non-local)	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
1c. Training Institutions	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
2a. Promotable/Transferable	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
2b. Persons Trainable	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
3. Custom Factor	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	<b>100.0</b>																
Total Availability %		95.3		12.2		2.7		7.0		1.4		0.0		0.0		1.1	
Current %		100.0		18.2		9.1		9.1		0.0		0.0		0.0		0.0	
Placement Goal?*, Exact Binomial		No		No		No		No		No		No		No		No	

**Statistical Sources:**

**Factor 1a:** 2006-2010 American Community Survey (Worksite Table 1W) Statistics for District wide.

\* The Company has used the terms 'Availability,' 'Utilization analysis' and 'Placement Goal' herein as referenced by government affirmative action regulations and has selected statistics for these analyses in compliance with such regulations. The use of such terms and statistics does not indicate the Company's agreement that the geographic areas are appropriate or that the sources of statistics are the most relevant. The terms have no legal or factual significance outside the context of this Affirmative Action Program and in no way suggest any wrong doing by the Company.

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**Availability Analysis**

41 CFR Section 60-2.14

**5A : Technical - Student support (Total Employees : 18)**

	Weight %	Females		Minorities		Black		Hispanic		Asian		Am. Indian		Pac / Hawaiian		Two or More	
		Total: 10		Total: 1		Total: 0		Total: 1		Total: 0		Total: 0		Total: 0		Total: 0	
		Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %
1a. Recruitment (local)	100.0	41.5	41.5	18.9	18.9	8.1	8.1	7.6	7.6	3.3	3.3	0.1	0.1	0.0	0.0	0.2	0.2
1b. Recruitment (non-local)	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
1c. Training Institutions	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
2a. Promotable/Transferable	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
2b. Persons Trainable	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
3. Custom Factor	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	<b>100.0</b>																
Total Availability %		41.5		18.9		8.1		7.6		3.3		0.1		0.0		0.2	
Current %		55.6		5.6		0.0		5.6		0.0		0.0		0.0		0.0	
Placement Goal?*, Exact Binomial		No		No		No		No		No		No		No		No	

**Statistical Sources:**

**Factor 1a:** 2006-2010 American Community Survey (Worksite Table 1W) Statistics for Racine-Kenosha-Walworth and Milw Metro.

\* The Company has used the terms 'Availability,' 'Utilization analysis' and 'Placement Goal' herein as referenced by government affirmative action regulations and has selected statistics for these analyses in compliance with such regulations. The use of such terms and statistics does not indicate the Company's agreement that the geographic areas are appropriate or that the sources of statistics are the most relevant. The terms have no legal or factual significance outside the context of this Affirmative Action Program and in no way suggest any wrong doing by the Company.

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**3520 30th Avenue**  
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**Availability Analysis**

41 CFR Section 60-2.14

**5D : Technical - computer (Total Employees : 39)**

	Weight %	Females		Minorities		Black		Hispanic		Asian		Am. Indian		Pac / Hawaiian		Two or More	
		Total: 10		Total: 13		Total: 8		Total: 2		Total: 1		Total: 1		Total: 0		Total: 1	
		Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %
1a. Recruitment (local)	100.0	34.7	34.7	26.8	26.8	21.4	21.4	1.8	1.8	2.3	2.3	0.3	0.3	0.0	0.0	1.3	1.3
1b. Recruitment (non-local)	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
1c. Training Institutions	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
2a. Promotable/Transferable	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
2b. Persons Trainable	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
3. Custom Factor	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	<b>100.0</b>																
Total Availability %		34.7		26.8		21.4		1.8		2.3		0.3		0.0		1.3	
Current %		25.6		33.3		20.5		5.1		2.6		2.6		0.0		2.6	
Placement Goal?*, Exact Binomial		No		No		No		No		No		No		No		No	

**Statistical Sources:**

**Factor 1a:** 2006-2010 American Community Survey (Worksite Table 1W) Statistics for Racine-Kenosha-Walworth and Milw Metro.

\* The Company has used the terms 'Availability,' 'Utilization analysis' and 'Placement Goal' herein as referenced by government affirmative action regulations and has selected statistics for these analyses in compliance with such regulations. The use of such terms and statistics does not indicate the Company's agreement that the geographic areas are appropriate or that the sources of statistics are the most relevant. The terms have no legal or factual significance outside the context of this Affirmative Action Program and in no way suggest any wrong doing by the Company.



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**Availability Analysis**

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**7A : Service - custodian (Total Employees : 35)**

	Weight %	Females		Minorities		Black		Hispanic		Asian		Am. Indian		Pac / Hawaiian		Two or More	
		Total: 6		Total: 12		Total: 10		Total: 1		Total: 0		Total: 0		Total: 0		Total: 1	
		Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %
1a. Recruitment (local)	25.0	31.1	7.8	21.7	5.4	6.4	1.6	12.1	3.0	1.1	0.3	0.0	0.0	0.0	0.0	2.2	0.6
1b. Recruitment (non-local)	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
1c. Training Institutions	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
2a. Promotable/Transferable	75.0	0.0	0.0	22.2	16.7	11.1	8.3	11.1	8.3	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
2b. Persons Trainable	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
3. Custom Factor	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	<b>100.0</b>																
Total Availability %		7.8		22.1		9.9		11.3		0.3		0.0		0.0		0.6	
Current %		17.1		34.3		28.6		2.9		0.0		0.0		0.0		2.9	
Placement Goal?*, Exact Binomial		No		No		No		No		No		No		No		No	

**Statistical Sources:**

**Factor 1a:** 2006-2010 American Community Survey (Worksite Table 1W) Statistics for District wide.

**Factor 2a:** Internal promotions are from all jobs within job group 7B.

\* The Company has used the terms 'Availability,' 'Utilization analysis' and 'Placement Goal' herein as referenced by government affirmative action regulations and has selected statistics for these analyses in compliance with such regulations. The use of such terms and statistics does not indicate the Company's agreement that the geographic areas are appropriate or that the sources of statistics are the most relevant. The terms have no legal or factual significance outside the context of this Affirmative Action Program and in no way suggest any wrong doing by the Company.

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**Availability Analysis**

41 CFR Section 60-2.14

**7B : Service - mechanic (Total Employees : 9)**

	Weight %	Females		Minorities		Black		Hispanic		Asian		Am. Indian		Pac / Hawaiian		Two or More	
		Total: 0		Total: 2		Total: 1		Total: 1		Total: 0		Total: 0		Total: 0		Total: 0	
		Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %	Raw %	Net %
1a. Recruitment (local)	100.0	1.8	1.8	3.3	3.3	0.0	0.0	3.3	3.3	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
1b. Recruitment (non-local)	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
1c. Training Institutions	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
2a. Promotable/Transferable	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
2b. Persons Trainable	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
3. Custom Factor	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	<b>100.0</b>																
Total Availability %		1.8		3.3		0.0		3.3		0.0		0.0		0.0		0.0	
Current %		0.0		22.2		11.1		11.1		0.0		0.0		0.0		0.0	
Placement Goal?*, Exact Binomial		No		No		No		No		No		No		No		No	

**Statistical Sources:**

**Factor 1a:** 2006-2010 American Community Survey (Worksite Table 1W) Statistics for District wide.

\* The Company has used the terms 'Availability,' 'Utilization analysis' and 'Placement Goal' herein as referenced by government affirmative action regulations and has selected statistics for these analyses in compliance with such regulations. The use of such terms and statistics does not indicate the Company's agreement that the geographic areas are appropriate or that the sources of statistics are the most relevant. The terms have no legal or factual significance outside the context of this Affirmative Action Program and in no way suggest any wrong doing by the Company.

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**Utilization Summary**

41 CFR Section 60-2.15

**1A : Executive Admin - Executive or Senior Level (Total Employees : 8)**

Test Used: Exact Binomial

	Female	Minority	Black	Hispanic	Asian	American Indian	P. Islander Hawaiian	Two or More
Current #	3	1	1	0	0	0	0	0
Total Availability %	42.1	13.9	8.2	2.3	1.5	1.3	0.0	0.8
Current %	37.5	12.5	12.5	0.0	0.0	0.0	0.0	0.0
Placement Goal?, Exact Binomial	No	No	No	No	No	No	No	No

**1B : Executive Admin - Manager (Total Employees : 41)**

Test Used: Two Standard Deviations

	Female	Minority	Black	Hispanic	Asian	American Indian	P. Islander Hawaiian	Two or More
Current #	22	11	7	1	0	3	0	0
Total Availability %	54.2	15.0	7.5	3.2	2.5	0.8	0.1	1.2
Current %	53.7	26.8	17.1	2.4	0.0	7.3	0.0	0.0
Placement Goal?, 2 Standard Deviations Test	No	No	No	No	No	No	No	No

**1C : Executive Admin - LL Manager (Total Employees : 21)**

Test Used: Exact Binomial

	Female	Minority	Black	Hispanic	Asian	American Indian	P. Islander Hawaiian	Two or More
Current #	14	4	2	2	0	0	0	0
Total Availability %	58.6	21.9	10.8	7.3	2.7	0.7	0.0	0.6
Current %	66.7	19.0	9.5	9.5	0.0	0.0	0.0	0.0
Placement Goal?, Exact Binomial	No	No	No	No	No	No	No	No

\* The Company has used the terms 'Availability,' 'Utilization analysis' and 'Placement Goal' herein as referenced by government affirmative action regulations and has selected statistics for these analyses in compliance with such regulations. The use of such terms and statistics does not indicate the Company's agreement that the geographic areas are appropriate or that the sources of statistics are the most relevant. The terms have no legal or factual significance outside the context of this Affirmative Action Program and in no way suggest any wrong doing by the Company.

**Gateway Technical College**  
**3520 30th Avenue**  
**Kenosha, WI 53144**

**Utilization Summary**

41 CFR Section 60-2.15

**2A : Faculty (Total Employees : 120)**

Test Used: Two Standard Deviations

	Female	Minority	Black	Hispanic	Asian	American Indian	P. Islander Hawaiian	Two or More
Current #	76	26	12	5	6	1	1	1
Total Availability %	57.6	18.6	6.6	4.0	7.6	0.4	0.0	0.6
Current %	63.3	21.7	10.0	4.2	5.0	0.8	0.8	0.8
Placement Goal?, 2 Standard Deviations Test	No	No	No	No	No	No	No	No

**2B : Faculty - special (Total Employees : 66)**

Test Used: Two Standard Deviations

	Female	Minority	Black	Hispanic	Asian	American Indian	P. Islander Hawaiian	Two or More
Current #	42	10	4	1	3	1	0	1
Total Availability %	56.2	19.1	6.9	3.6	7.9	0.3	0.0	0.8
Current %	63.6	15.2	6.1	1.5	4.5	1.5	0.0	1.5
Placement Goal?, 2 Standard Deviations Test	No	No	No	No	No	No	No	No

**2C : Faculty - htp (Total Employees : 67)**

Test Used: Two Standard Deviations

	Female	Minority	Black	Hispanic	Asian	American Indian	P. Islander Hawaiian	Two or More
Current #	28	8	3	3	1	0	0	1
Total Availability %	51.9	20.3	5.4	4.1	9.5	0.2	0.0	1.2
Current %	41.8	11.9	4.5	4.5	1.5	0.0	0.0	1.5
Placement Goal?, 2 Standard Deviations Test	No	No	No	No	Yes	No	No	No

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**Gateway Technical College**  
**3520 30th Avenue**  
**Kenosha, WI 53144**

**Utilization Summary**

41 CFR Section 60-2.15

**3A : Professional - counselor (Total Employees : 25)**

Test Used: Exact Binomial

	Female	Minority	Black	Hispanic	Asian	American Indian	P. Islander Hawaiian	Two or More
Current #	18	10	2	7	1	0	0	0
Total Availability %	70.7	38.0	23.8	8.5	4.4	0.5	0.0	1.1
Current %	72.0	40.0	8.0	28.0	4.0	0.0	0.0	0.0
Placement Goal?, Exact Binomial	No	No	No	No	No	No	No	No

**3B : Professional - specialist (Total Employees : 23)**

Test Used: Exact Binomial

	Female	Minority	Black	Hispanic	Asian	American Indian	P. Islander Hawaiian	Two or More
Current #	15	5	3	1	0	1	0	0
Total Availability %	68.3	13.7	8.3	3.6	1.2	0.1	0.0	0.6
Current %	65.2	21.7	13.0	4.3	0.0	4.3	0.0	0.0
Placement Goal?, Exact Binomial	No	No	No	No	No	No	No	No

**3C : Professional - other (Total Employees : 14)**

Test Used: Exact Binomial

	Female	Minority	Black	Hispanic	Asian	American Indian	P. Islander Hawaiian	Two or More
Current #	13	1	0	0	1	0	0	0
Total Availability %	70.2	11.0	4.1	5.8	0.9	0.3	0.0	0.3
Current %	92.9	7.1	0.0	0.0	7.1	0.0	0.0	0.0
Placement Goal?, Exact Binomial	No	No	No	No	No	No	No	No

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**3520 30th Avenue**  
**Kenosha, WI 53144**

**Utilization Summary**

41 CFR Section 60-2.15

**3D : Professional - student support (Total Employees : 46)**

Test Used: Two Standard Deviations

	Female	Minority	Black	Hispanic	Asian	American Indian	P. Islander Hawaiian	Two or More
Current #	34	21	11	7	3	0	0	0
Total Availability %	61.7	21.7	12.9	5.3	2.3	0.1	0.0	1.4
Current %	73.9	45.7	23.9	15.2	6.5	0.0	0.0	0.0
Placement Goal?, 2 Standard Deviations Test	No	No	No	No	No	No	No	No

**4A : Clerical - AA (Total Employees : 46)**

Test Used: Two Standard Deviations

	Female	Minority	Black	Hispanic	Asian	American Indian	P. Islander Hawaiian	Two or More
Current #	39	11	5	5	0	0	0	1
Total Availability %	88.0	21.5	11.6	7.8	1.3	0.0	0.0	0.8
Current %	84.8	23.9	10.9	10.9	0.0	0.0	0.0	2.2
Placement Goal?, 2 Standard Deviations Test	No	No	No	No	No	No	No	No

**4B : Clerical - Associate (Total Employees : 34)**

Test Used: Two Standard Deviations

	Female	Minority	Black	Hispanic	Asian	American Indian	P. Islander Hawaiian	Two or More
Current #	34	13	9	3	1	0	0	0
Total Availability %	98.4	13.0	4.9	7.5	0.3	0.0	0.0	0.2
Current %	100.0	38.2	26.5	8.8	2.9	0.0	0.0	0.0
Placement Goal?, 2 Standard Deviations Test	No	No	No	No	No	No	No	No

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**3520 30th Avenue**  
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**Utilization Summary**

41 CFR Section 60-2.15

**4C : Clerical - Aid (Total Employees : 11)**

Test Used: Exact Binomial

	Female	Minority	Black	Hispanic	Asian	American Indian	P. Islander Hawaiian	Two or More
Current #	11	2	1	1	0	0	0	0
Total Availability %	95.3	12.2	2.7	7.0	1.4	0.0	0.0	1.1
Current %	100.0	18.2	9.1	9.1	0.0	0.0	0.0	0.0
Placement Goal?, Exact Binomial	No	No	No	No	No	No	No	No

**5A : Technical - Student support (Total Employees : 18)**

Test Used: Exact Binomial

	Female	Minority	Black	Hispanic	Asian	American Indian	P. Islander Hawaiian	Two or More
Current #	10	1	0	1	0	0	0	0
Total Availability %	41.5	18.9	8.1	7.6	3.3	0.1	0.0	0.2
Current %	55.6	5.6	0.0	5.6	0.0	0.0	0.0	0.0
Placement Goal?, Exact Binomial	No	No	No	No	No	No	No	No

**5D : Technical - computer (Total Employees : 39)**

Test Used: Exact Binomial

	Female	Minority	Black	Hispanic	Asian	American Indian	P. Islander Hawaiian	Two or More
Current #	10	13	8	2	1	1	0	1
Total Availability %	34.7	26.8	21.4	1.8	2.3	0.3	0.0	1.3
Current %	25.6	33.3	20.5	5.1	2.6	2.6	0.0	2.6
Placement Goal?, Exact Binomial	No	No	No	No	No	No	No	No

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**Gateway Technical College**  
**3520 30th Avenue**  
**Kenosha, WI 53144**

**Utilization Summary**

41 CFR Section 60-2.15

**7A : Service - custodian (Total Employees : 35)**

Test Used: Exact Binomial

	Female	Minority	Black	Hispanic	Asian	American Indian	P. Islander Hawaiian	Two or More
Current #	6	12	10	1	0	0	0	1
Total Availability %	7.8	22.1	9.9	11.3	0.3	0.0	0.0	0.6
Current %	17.1	34.3	28.6	2.9	0.0	0.0	0.0	2.9
Placement Goal?, Exact Binomial	No	No	No	No	No	No	No	No

**7B : Service - mechanic (Total Employees : 9)**

Test Used: Exact Binomial

	Female	Minority	Black	Hispanic	Asian	American Indian	P. Islander Hawaiian	Two or More
Current #	0	2	1	1	0	0	0	0
Total Availability %	1.8	3.3	0.0	3.3	0.0	0.0	0.0	0.0
Current %	0.0	22.2	11.1	11.1	0.0	0.0	0.0	0.0
Placement Goal?, Exact Binomial	No	No	No	No	No	No	No	No

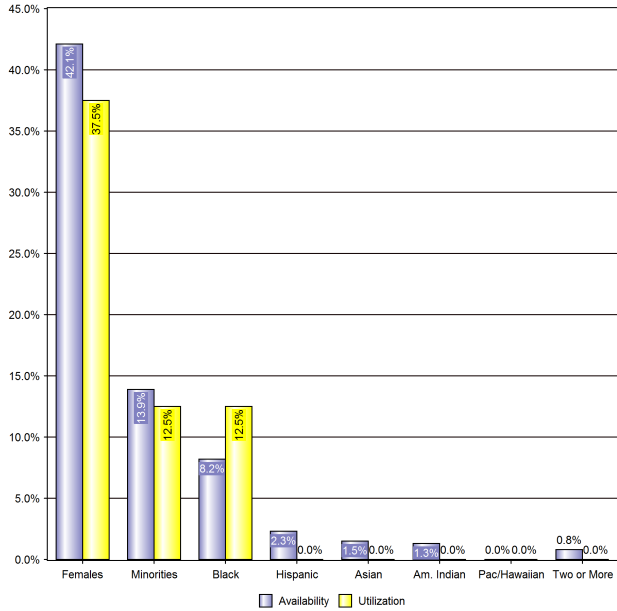
Employees	Female	Minority	Black	Hispanic	Asian	American Indian	P. Islander Hawaiian	Two or More	
<b>Company Totals:</b>	623	375	151	79	41	17	7	1	6

\* The Company has used the terms 'Availability,' 'Utilization analysis' and 'Placement Goal' herein as referenced by government affirmative action regulations and has selected statistics for these analyses in compliance with such regulations. The use of such terms and statistics does not indicate the Company's agreement that the geographic areas are appropriate or that the sources of statistics are the most relevant. The terms have no legal or factual significance outside the context of this Affirmative Action Program and in no way suggest any wrong doing by the Company.

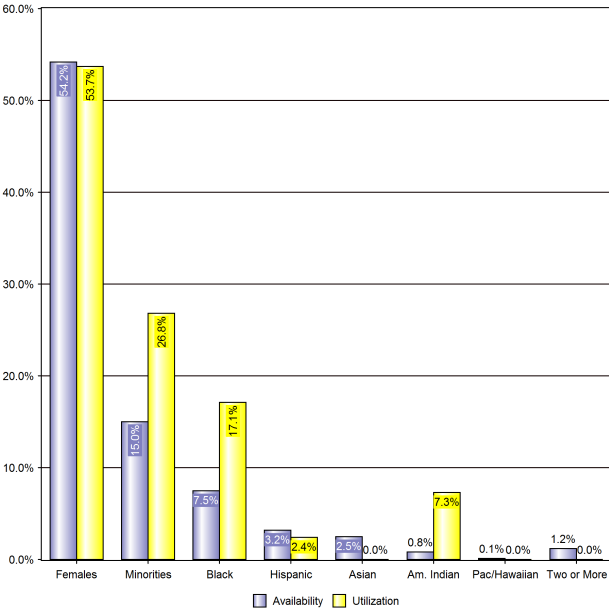


# Gateway Technical College

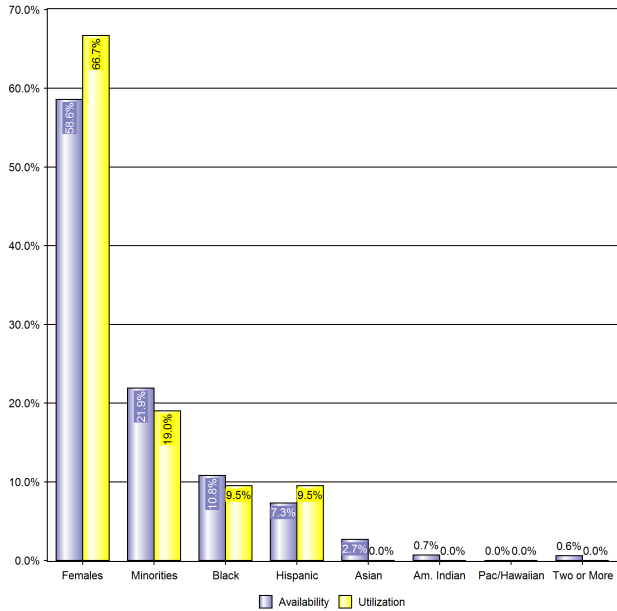
**1A : Executive Admin - Executive or Senior Level**



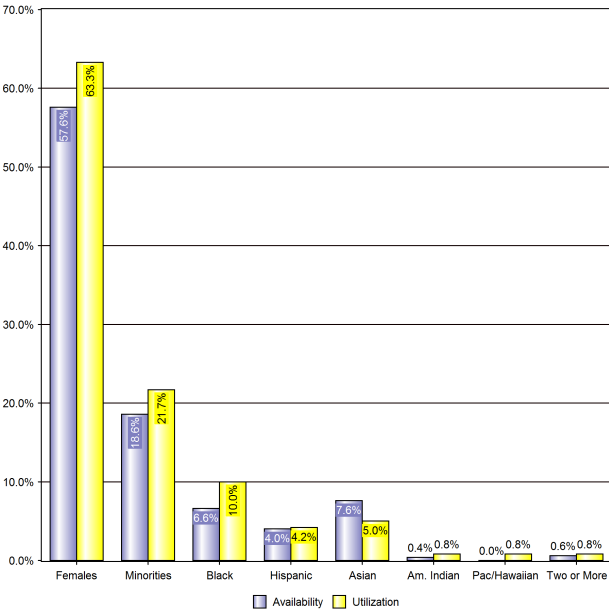
**1B : Executive Admin - Manager**



**1C : Executive Admin - LL Manager**

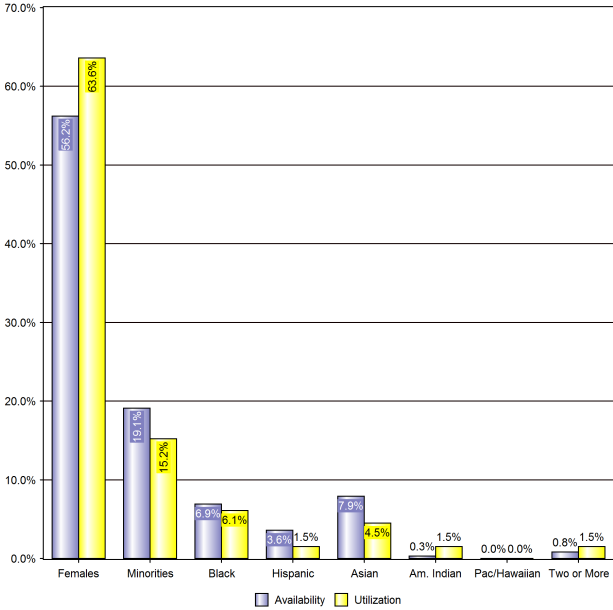


**2A : Faculty**

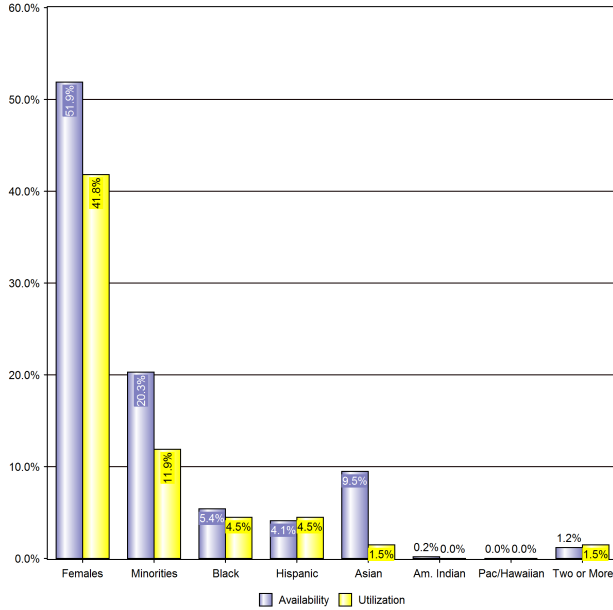


# Gateway Technical College

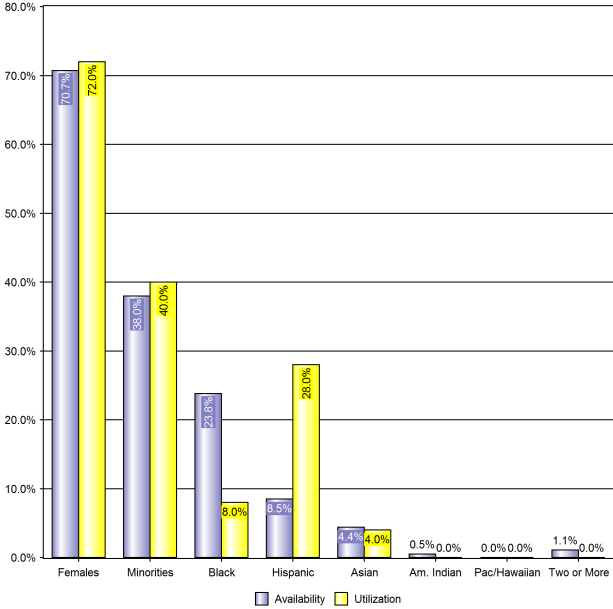
### 2B : Faculty - special



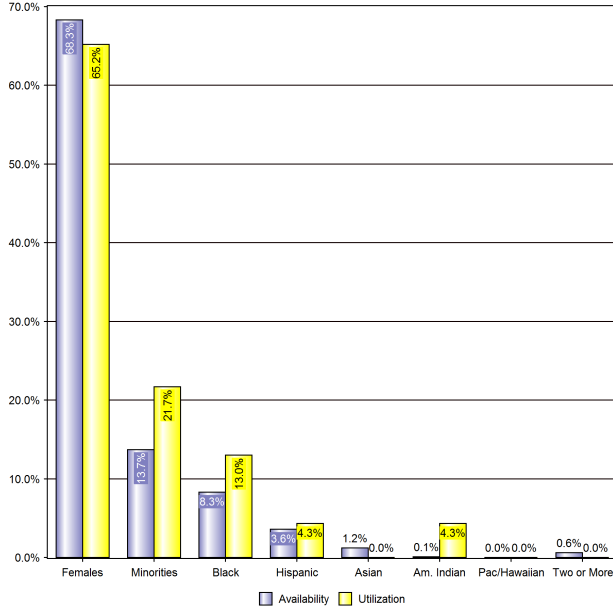
### 2C : Faculty - htp



### 3A : Professional - counselor

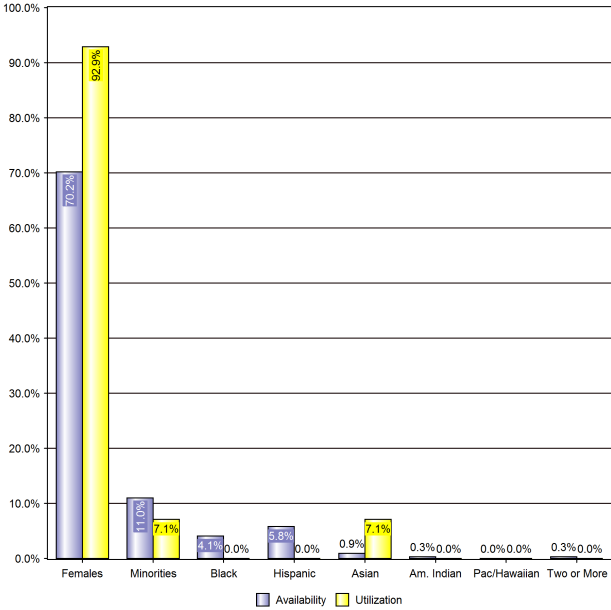


### 3B : Professional - specialist

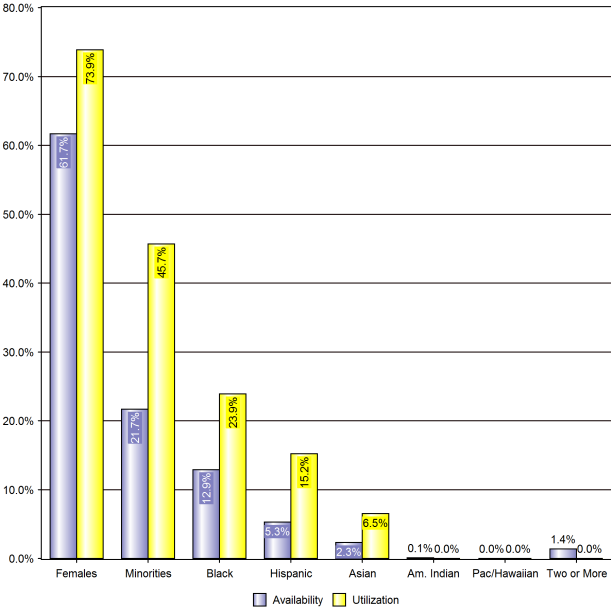


# Gateway Technical College

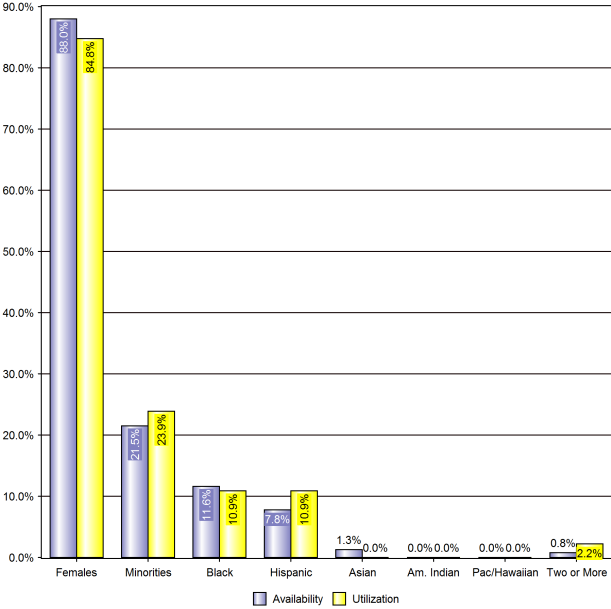
### 3C : Professional - other



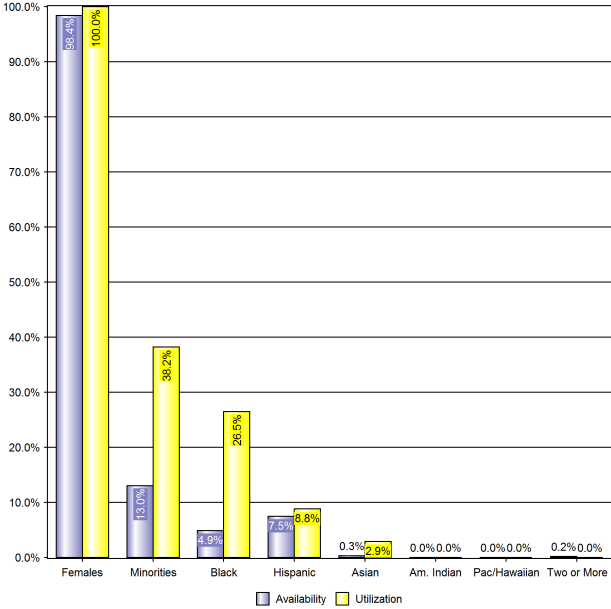
### 3D : Professional - student support



### 4A : Clerical - AA

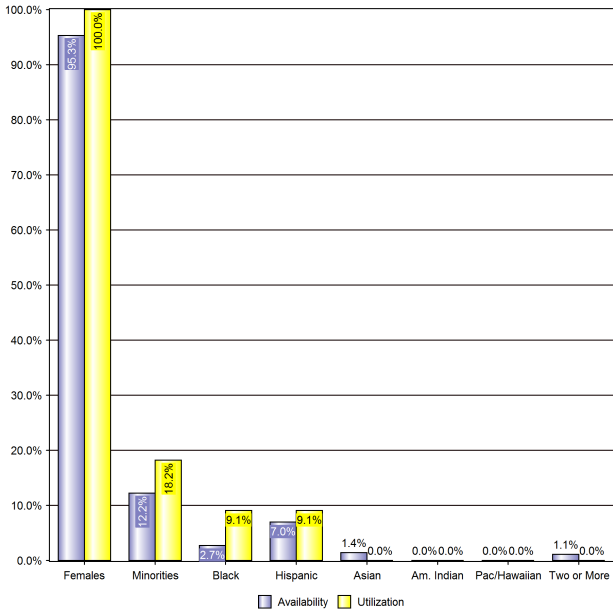


### 4B : Clerical - Associate

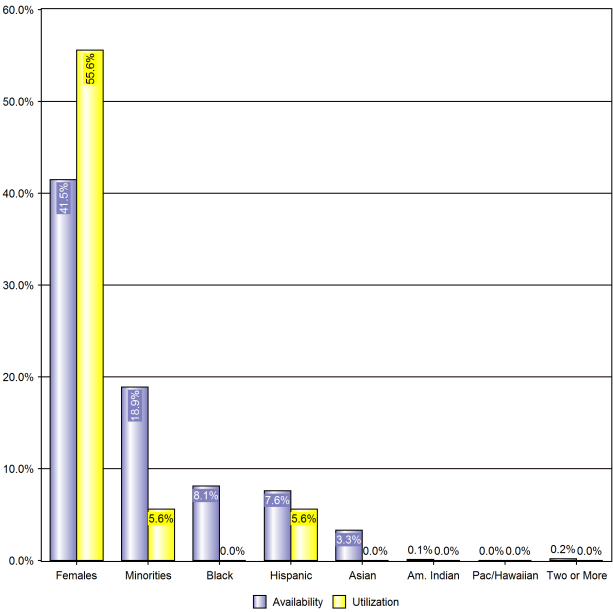


# Gateway Technical College

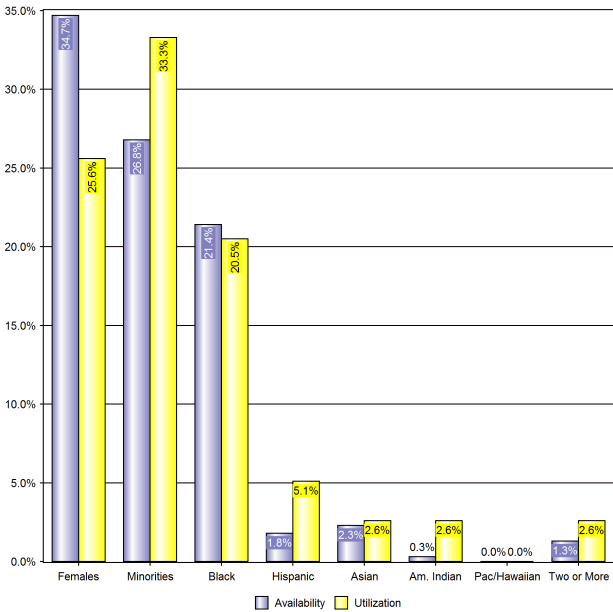
## 4C : Clerical - Aid



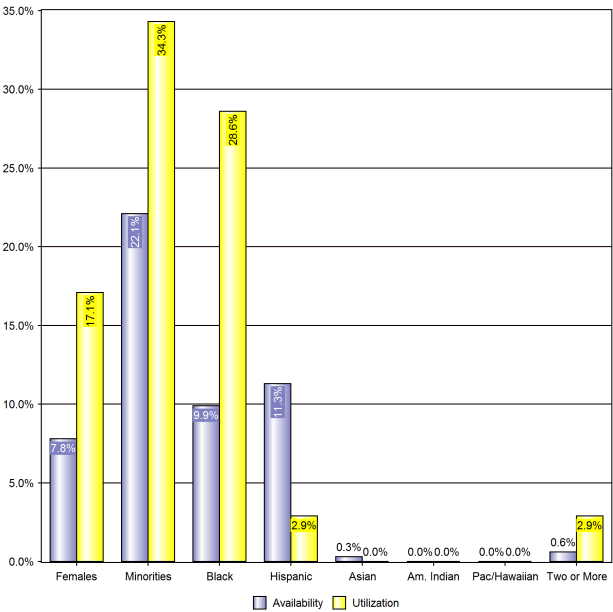
## 5A : Technical - Student support



## 5D : Technical - computer

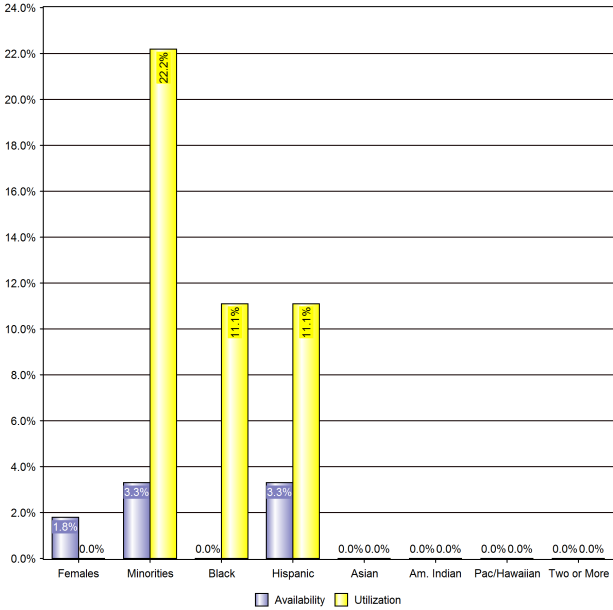


## 7A : Service - custodian



# Gateway Technical College

## 7B : Service - mechanic



## **PLACEMENT GOALS - COMPARING INCUMBENCY TO AVAILABILITY**

### **41 CFR Section 60-2.15**

Gateway Technical College compares the percentage of women and minorities in each job group determined pursuant to Sec. 60-2.13 with the availability for those job groups determined pursuant to Sec. 60-2.14. When the percentage of minorities or women employed in a particular job group is less than would reasonably be expected given their availability percentage in that particular job group, a placement goal is established in accordance with Sec. 60-2.16.

## **PLACEMENT GOALS**

### **41 CFR Section 60-2.16**

Placement goals serve as objectives or targets reasonably attainable by means of applying every good faith effort to make all aspects of the entire affirmative action program work. Placement goals are also used to measure progress toward achieving equal employment opportunity.

The establishment of a goal under Sec. 60-2.15 is neither a finding nor an admission of discrimination.

Where, pursuant to Sec. 60-2.15, a placement goal for a particular job group is established, a percentage goal is equal to the availability figure derived for women or minorities, as appropriate, for that job group.

In establishing placement goals, the following principles from Sec 60-2.16(e) also apply:

1. Placement goals are neither rigid or inflexible quotas, nor are they considered to be either a ceiling or a floor for the employment of particular groups.
2. All employment decisions are made in a nondiscriminatory manner. Placement goals are not used to extend a preference to any individual, select an individual, or adversely affect an individual's employment status on the basis of that person's race, color, religion, sex, sexual orientation, gender identity, or national origin.
3. Placement goals do not create set-asides for specific groups, nor are they intended to achieve proportional representation or equal results.
4. Placement goals are not used to supersede merit selection principles.

AFFIRMATIVE ACTION PROGRAM  
FOR  
INDIVIDUALS WITH DISABILITIES

**Gateway Technical College**

3520 30th Avenue  
Kenosha, WI 53144





# AFFIRMATIVE ACTION PROGRAM FOR INDIVIDUALS WITH DISABILITIES

**Contractor :** Gateway Technical College  
3520 30th Avenue  
Kenosha, WI 53144

**EEO Coordinator :** Josh Vollendorf, MS, MSE, CHRS  
Gateway Technical College, Office for Equal Opportunity and Civil Rights  
3520 30th Avenue  
Kenosha, WI 53144

## **EQUAL EMPLOYMENT OPPORTUNITY POLICY**

### **41 CFR Section 60-741.44(a)**

It is the policy at Gateway Technical College to provide equal employment and advancement opportunities to all qualified individuals. To achieve this goal, Gateway Technical College is dedicated to taking affirmative action to employ and advance in employment individuals with disabilities. All personnel actions, including compensation, benefits, recruitment, hiring, training, and promotion of persons in all job titles, are administered without regard to disability status, and all employment decisions are based solely on valid job requirements. In addition, employees and applicants are protected from harassment, threats, coercion, intimidation, or discrimination for:

- 1) Filing a complaint;
- 2) Assisting or participating in an investigation, compliance review, hearing, or any other activity related to the administration of Section 503, or any other federal, state, or local law requiring equal opportunity for individuals with disabilities;
- 3) Opposing any act or practice made unlawful by Section 503 or any other federal, state or local law requiring equal opportunity for individuals with disabilities; or
- 4) Exercising any other right protected by Section 503 or its implementing regulations.

This EEO policy has the full support of Bryan Albrecht, President and CEO, who has assigned responsibility for its implementation to Josh Vollendorf, MS, MSE, CHRS, Compliance Manager and Affirmative Action Officer. Gateway Technical College has designed and implemented an audit and reporting system to monitor and maintain its compliance with the Acts.

A copy of the Equal Employment Opportunity statement that reaffirms Gateway Technical College's commitment to individuals with disabilities is posted in a form that is accessible and understandable to an individual with a disability.

## **REVIEW OF PERSONNEL PROCESSES**

### **41 CFR Section 60-741.44(b)**

Gateway Technical College reviews its employment procedures to ensure careful, thorough, and systematic consideration of the job qualifications of applicants and employees with disabilities for job vacancies filled either by hiring or promotion, and for all training opportunities offered or available. This review ensures that personnel procedures do not stereotype individuals with disabilities in a manner that limits their access to all jobs for which they are qualified. Applicants and employees with disabilities have equal access to personnel processes, including those implemented through information and communication technologies. Gateway Technical College periodically reviews its processes, and makes any necessary modifications to ensure its affirmative action obligations are carried out.

The following are some procedures that may be used to facilitate the review and evaluative process:

- 1) The application or personnel form of each applicant with a disability is annotated to identify each vacancy for which the applicant was considered, and is retrievable for review for use in investigations and internal compliance activities;
- 2) The application or personnel form of each applicant with a disability includes the identification of each promotion and training program for which that employee was considered;
- 3) When an employee or applicant with a disability is rejected for employment, promotion, or training, a statement of the reason is appended to the personnel file along with a description of any reasonable accommodation considered; and
- 4) When an employee or applicant is selected for hire, promotion, or training, and reasonable accommodation has been undertaken to enable the selection of an employee or applicant with a disability, the applicant form or personnel record contains a description of the reasonable accommodation.

## **PHYSICAL AND MENTAL QUALIFICATIONS**

### **41 CFR Section 60-741.44(c)**

Gateway Technical College reviews all physical and mental job qualification requirements as openings occur to ensure, to the extent that qualification requirements tend to screen out qualified individuals with disabilities, that they are job-related and consistent with business necessity and the safe performance of the job.

To the extent that physical or mental job qualification requirements tend to screen out qualified individuals with disabilities in the selection of employees or applicants for employment or other changes in employment status such as promotion or training, Gateway Technical College assures that the requirements are related to the specific job(s) for which the individual is being considered, and are consistent with business necessity and the safe performance of the job.

## **REASONABLE ACCOMMODATION**

### **41 CFR Section 60-741.44(d)**

Gateway Technical College makes reasonable accommodations to the physical and mental limitations of employees or applicants to the extent that such accommodations do not impose an undue hardship on the conduct of its business. When an employee with a known disability has significant difficulty performing his or her job, and it is reasonable to conclude that the performance problem may be related to the known disability, the employee is confidentially notified of the performance problem, and asked if the problem is related to the disability. If the employee indicates that the performance problem is related to his or her disability, the employee is asked if reasonable accommodation is needed.

**HARASSMENT**  
**41 CFR Section 60-741.44(e)**

Gateway Technical College develops and maintains procedures to ensure that its employees are not harassed on the basis of disability.

## **EXTERNAL DISSEMINATION OF POLICY**

### **41 CFR Section 60-741.44(f)**

Gateway Technical College undertakes appropriate outreach and positive recruitment activities that are reasonably designed to effectively recruit individuals with disabilities, such as the following:

1) Gateway Technical College incorporates the Equal Opportunity Clause regarding individuals with disabilities in its purchase orders, leases, and contracts as required by law, executive order, and regulation.

2) Gateway Technical College notifies all applicants of the EEO policy, and invites them to self-identify. Application forms state Gateway Technical College's commitment to equal employment opportunity. All employment advertisements and notices to recruitment sources state this EEO policy.

3) Outreach and recruitment activities that may be undertaken as needed by Gateway Technical College include enlisting the assistance and support of the following persons and organizations in recruiting, and developing on-the-job training opportunities for individuals with disabilities, in order to fulfill its commitment to provide equal employment opportunity for such individuals:

- The State Vocational Rehabilitation Service Agency (SVRA), State mental health agency, or State developmental disability agency in the area of the contractor's establishment;

- The Employment One-Stop Career Center (One-Stop) or American Job Center nearest the contractor's establishment;

- The Department of Veterans Affairs Regional Office nearest the contractor's establishment ([www.va.gov](http://www.va.gov));

- Entities funded by the Department of Labor that provide recruitment or training services for individuals with disabilities, such as the services currently provided through the Employer Assistance and Resource Network (EARN) ([www.earnworks.com](http://www.earnworks.com));

- Local Employment Network (EN) organizations (other than the contractor, if the contractor is an EN) listed in the Social Security Administration's Ticket to Work Employment Network Directory ([www.yourtickettowork.com/endir](http://www.yourtickettowork.com/endir));

- Local disability groups, organizations, or Centers for Independent Living (CIL) near the contractor's establishment;

- Placement or career offices of educational institutions that specialize in the placement of individuals with disabilities; and

- Private recruitment sources, such as professional organizations or employment placement services that specialize in the placement of individuals with disabilities.

4) Formal briefing sessions and facility tours may be conducted with representatives from recruiting sources to explain current and future job openings, position descriptions, worker specifications, and the selection process. Follow-up with these resources, and feedback on disposition of applicants are conducted when appropriate.

5) Meaningful contacts are established with organizations for individuals with disabilities for such

purposes as advice, technical assistance, and referral of potential employees. Such assistance may consist of advice concerning proper placement, recruitment, training, and reasonable accommodation.

6) Applicants with known disabilities are considered for all available positions for which they may be qualified.

7) Recruitment programs established with schools incorporate efforts to reach students with disabilities. Efforts may be made to participate in work-study programs with rehabilitation facilities and schools that specialize in training or educating individuals with disabilities.

8) Efforts are made to include individuals with disabilities when employees are pictured in consumer, promotional, or help wanted advertisements.



## **ASSESSMENT OF EXTERNAL OUTREACH AND RECRUITMENT EFFORTS**

### **41 CFR Section 60-741.44(f)(3)**

Gateway Technical College each year reviews the outreach and recruitment efforts it has taken over the previous twelve months to evaluate their effectiveness in identifying and recruiting qualified individuals with disabilities. Each evaluation is documented, including at a minimum the criteria used to evaluate the effectiveness of each effort and the conclusion as to whether each effort and the totality of the efforts are effective. Among these criteria are the Data Collection Analysis for the current year and the two most recent previous years. If Gateway Technical College concludes the totality of its efforts are not effective in identifying and recruiting qualified individuals with disabilities, alternative outreach and recruitment efforts are identified and implemented.

Gateway Technical College concludes that each and the totality of its efforts are effective in identifying and recruiting qualified individuals with disabilities.

## **INTERNAL DISSEMINATION OF POLICY**

### **41 CFR Section 60-741.44(g)**

Gateway Technical College has developed the following internal procedures to communicate its obligation to engage in affirmative action efforts to employ and advance in employment qualified individuals with disabilities. These procedures are designed to foster understanding, acceptance, and support among executive, management, supervisory, and other employees, and to encourage such persons to take the necessary actions to meet this obligation.

- 1) Gateway Technical College Notices. The EEO policy statement is included in a policy manual and/or posted on the employee bulletin board and/or electronically in a manner and place that ensures that individuals with disabilities are informed of its contents.
- 2) Union Contracts. A non-discrimination clause is included in any union contracts and any such contracts are reviewed to ensure that they are non-discriminatory. Gateway Technical College notifies union officials and/or employee representatives of the contractor's policy, and requests their cooperation.
- 3) Other procedures that may be implemented as needed:
  - a. Gateway Technical College's overall commitment, top-level management support, and implementation of the plan are discussed with management personnel, making clear the chief executive officer's support for the affirmative action policy;
  - b. All employees and prospective employees are informed of Gateway Technical College's commitment to engage in affirmative action to increase employment opportunities for individuals with disabilities;
  - c. Gateway Technical College's affirmative action policy is publicized in the company newspaper, magazine, annual report, and other media;
  - d. The policy is discussed thoroughly in both employee orientation and management training programs;
  - e. When employees are featured in employee handbooks or similar publications for employees, Gateway Technical College includes individuals with disabilities.

## **AUDIT & REPORTING SYSTEM**

### **41 CFR Section 60-741.44(h)**

Gateway Technical College has designed, implemented, and documented an audit and reporting system that:

- 1) Measures the effectiveness of the affirmative action program.
- 2) Indicates any need for remedial action.
- 3) Determines the degree to which the objectives have been attained.
- 4) Determines whether individuals with known disabilities have the opportunity to participate in all company sponsored educational, training, recreational, and social activities.
- 5) Measures compliance with the affirmative action program's specific obligations.

Where the affirmative action program is found to be deficient, corrective action is taken to bring the program into compliance.

## **RESPONSIBILITY FOR IMPLEMENTATION**

### **41 CFR Section 60-741.44(i)**

Josh Vollendorf, MS, MSE, CHRS has been designated to direct the activities of the affirmative action program. Josh Vollendorf, MS, MSE, CHRS has the full support of Bryan Albrecht in carrying out the Gateway Technical College affirmative action policy. Josh Vollendorf, MS, MSE, CHRS is responsible for:

- 1) Developing policy statements, affirmative action programs, and internal and external communication to include discussions with managers, supervisors, and employees to ensure the policies are followed;
- 2) Advising managers and supervisors that their work performance is evaluated, in part, on the basis of their affirmative action efforts;
- 3) Identifying and discussing with management any problem areas;
- 4) Developing with management solutions for any identified problem areas;
- 5) Serving as a liaison between Gateway Technical College and community groups, governmental agencies, and vocational rehabilitation organizations;
- 6) Maintaining an audit and reporting system to monitor the progress of the affirmative action program;
- 7) Informing management of the latest developments in the affirmative action and equal employment opportunity area;
- 8) Serving as a liaison between Gateway Technical College and organizations for individuals with disabilities;
- 9) Assisting in career counseling for employees with disabilities;
- 10) Ensuring that the policy statement and required posters are posted on bulletin boards and/or electronic postings; and
- 11) Ensuring that employees placed through these policies are not harassed.

**TRAINING**  
**41 CFR Section 60-741.44(j)**

All personnel involved in recruitment, screening, selection, promotion, discipline, and related processes are trained to ensure the implementation of our commitments made in this affirmative action program.

## **DATA COLLECTION ANALYSIS**

### **41 CFR Section 60-741.44(k)**

Gateway Technical College documents the following computations or comparisons pertaining to applicants and hires on an annual basis, and maintains them for a period of three (3) years:

- 1) The number of applicants who self-identified as individuals with disabilities pursuant to § 60-741.42(a), or who are otherwise known to be individuals with disabilities;
- 2) The total number of job openings and total number of jobs filled;
- 3) The total number of applicants for all jobs;
- 4) The number of applicants with disabilities hired; and
- 5) The total number of applicants hired.

Gateway Technical College  
 3520 30th Avenue  
 Kenosha, WI 53144

## Data Collection Analysis

*(Total Workforce)*

06/01/2018 - 05/31/2019

Applicants	Applicant Ratio	Hires & Promotions	Hire & Promo Ratio	Total Openings	Total Jobs Filled	Jobs Filled Ratio
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<b>Total Workforce</b>							
	<b>Disabled</b>	0	0.0%	2	2.2%		
	<b>Total</b>	898		91		91	100.0%

The Company has used the terminology in this report in an effort to comply with governmental affirmative action regulations and has prepared these statistics in compliance with such regulations. They have no legal or factual significance outside the context of this Affirmative Action Program and in no way suggest any wrong doing by the Company.

## **UTILIZATION GOALS FOR INDIVIDUALS WITH DISABILITIES**

### **41 CFR Section 60-741.45**

The OFCCP establishes a utilization goal for employment of qualified Individuals with disabilities for each job group in the contractor's workforce, or for the contractor's entire workforce where the workforce consists of 100 or less employees. The utilization goal is not a rigid and inflexible quota that must be met, nor is it to be considered either a ceiling or a floor for the employment of particular groups. The purpose of the utilization goal is to establish a benchmark against which the contractor must measure the representation of individuals within each job group in its workforce, or within the contractor's entire workforce. Gateway Technical College evaluates its utilization of individuals with disabilities in each job group, or in its entire workforce.



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**Utilization Summary of Individuals with Disabilities**  
**(By Job Group using the Any Difference Rule)**

41 CFR Section 60-741.45

	Employees	Disabled	Disabled Availability %	Disabled Utilization %	Met Goal?
1A : Executive Admin - Executive or Senior Level	8	1	7.0	12.5	Yes
1B : Executive Admin - Manager	41	4	7.0	9.8	Yes
1C : Executive Admin - LL Manager	21	2	7.0	9.5	Yes
2A : Faculty	120	15	7.0	12.5	Yes
2B : Faculty - special	66	6	7.0	9.1	Yes
2C : Faculty - htp	67	2	7.0	3.0	No
3A : Professional - counselor	25	2	7.0	8.0	Yes
3B : Professional - specialist	23	2	7.0	8.7	Yes
3C : Professional - other	14	1	7.0	7.1	Yes
3D : Professional - student support	46	3	7.0	6.5	No
4A : Clerical - AA	46	4	7.0	8.7	Yes
4B : Clerical - Associate	34	7	7.0	20.6	Yes

The Company has used the terms 'Availability' and 'Utilization' herein as referenced by government affirmative action regulations and has selected statistics for these analyses in compliance with such regulations. The use of such terms and statistics does not indicate the Company's agreement that the sources of statistics are the most relevant. The terms have no legal or factual significance outside the context of this Affirmative Action Program and in no way suggest any wrong doing by the Company.

## Utilization Summary of Individuals with Disabilities

*(By Job Group using the Any Difference Rule)*

41 CFR Section 60-741.45

	Employees	Disabled	Disabled Availability %	Disabled Utilization %	Met Goal?
<b>4C : Clerical - Aid</b>	11	1	7.0	9.1	Yes
<b>5A : Technical - Student support</b>	18	1	7.0	5.6	No
<b>5D : Technical - computer</b>	39	5	7.0	12.8	Yes
<b>7A : Service - custodian</b>	35	1	7.0	2.9	No
<b>7B : Service - mechanic</b>	9	0	7.0	0.0	No

The Company has used the terms 'Availability' and 'Utilization' herein as referenced by government affirmative action regulations and has selected statistics for these analyses in compliance with such regulations. The use of such terms and statistics does not indicate the Company's agreement that the sources of statistics are the most relevant. The terms have no legal or factual significance outside the context of this Affirmative Action Program and in no way suggest any wrong doing by the Company.

## **IDENTIFICATION OF PROBLEM AREAS**

### **41 CFR Section 60-741.45(e)**

When the percentage of individuals with disabilities in one or more job groups, or in our entire workforce if the workforce is 100 or less employees, is less than the utilization goal, Gateway Technical College takes steps to determine whether and where impediments to equal employment opportunity exist. When making this determination, we assess our personnel processes, the effectiveness of our outreach and recruitment efforts, the results of our affirmative action program audit, and any other areas that might affect the success of the affirmative action program.

Gateway Technical College has not found any impediments to equal employment opportunity in our personnel processes, outreach, and recruitment efforts or any other area that might affect the success of our affirmative action program.

## **ACTION ORIENTED PROGRAMS**

### **41 CFR Section 60-741.45(f)**

As needed, Gateway Technical College develops action-oriented programs designed to correct any identified problems areas. These action-oriented programs may include the modification of personnel processes to ensure equal employment opportunity for individuals with disabilities, alternative or additional outreach and recruitment efforts, and/or other actions designed to correct the identified problem areas and attain the established goal.

Gateway Technical College has not identified any problems areas.