

TO: ALA Executive Board

RE: Workforce Analysis

ACTION REQUESTED/INFORMATION/REPORT:
Information report

ACTION REQUESTED BY:
Dorothy Ragsdale, Director, Human Resources

CONTACT PERSON:
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DRAFT OF MOTION:
None required.

DATE: 1/11/07

BACKGROUND:

On November 16th the Equal Employment Opportunity Commission (EEOC) voted to expand the number of race and ethnic categories and expand the job group categories.

Most challenging was the addition of a 1) "two or more groups, not Hispanic or Latino category." Other revisions include 2) Asian (not Hispanic or Latino) is now in their own category. This was disengaged from Pacific Islander, 3) Native Hawaiian or Other Pacific Islander (not Hispanic or Latino) is listed as a new category.

The EEOC state that self-identification is now the preferred method for racial and ethnic information.

Organizations must adapt their Human Resources Information System. The Officials and Managers group was split into two groups.

Attachments

The Workforce Analysis provides a snapshot of the ALA workforce. The summary sheet is an aggregate report of the Chicago, and Washington, DC and Connecticut offices.

The attached report reflects the ethnic codes which go into effect in September 2007. The upcoming ethnic groups are:

- White
- Black/African-American
- Hispanic/Latino
- Asian
- Native American Pacific Islander
- Two or more races

The report also includes the subdivision of the officials and managers group, which are: Senior officials and managers, which are individuals who are at the highest level of the organization. This includes individuals who are within the two reporting levels of the Chief Executive of the association. The second category is mid-level officials and managers who serve as managers but are not in the executive senior level officials and managers.

The new classifications will allow us to better assess the movement of employees through the various sub groups. However, this will also allow us to track the promotional movement of the current minority population in the association.

The association continues to work to increase the diversity of the association workforce.

Attachment

WORKFORCE ANALYSIS
DEPARTMENT SUMMARY

AS OF 01/04/07

TOTAL ALA

JOB TITLE	SALARY CODE	TOTAL EMPLOYEES	TOTAL MINORITIES	FEMALE						MALE					
				TOTAL	W	B/AA	H/L	Asian	NA/PI	2 or more	TOTAL	W	B/AA	H/L	Asian
Senior/Executive Officials & Managers		47	10	33	24	5	1	3		14	13	1			
First/Mid-Level Officials & Managers		33	7	21	17	3	1			12	9	2			1
Professionals		93	19	71	56	12	2	1		22	18	2	2		
Technicians		6	2	3	1	1	1			3	3				
Sales Workers		1								1	1				
Administrative Support Workers		87	38	70	36	25	7	2		17	13	3			1
Craft Worker		1		1	1										
Operatives															
Laborers															
Service Workers		3	3	1			1			2		2			
#TOTAL		271	79	200	135	46	13	6		71	57	10	2		2
%TOTAL			29%	74%	50%	17%	1%	2%		34%	25%	4%	1%		1%