

Affirmative Action Plan Executive Summary

Introduction

This report summarizes the 2022 University of Maryland, Baltimore (UMB) Affirmative Action Plan (AAP) for Women and Minorities, Individuals with Disabilities (IWDs) and Protected Veterans (PVs). The data analyzed and included in this report, are reflective of personnel transactions during the period of April 1, 2021, through March 31, 2022.

UMB is required to practice affirmative action as governed by our status as a federal contractor. The Office of Federal Contract Compliance Programs (OFCCP) ensures that businesses with contracts of at least \$10,000 with the Federal government do not discriminate and that they take affirmative action in hiring. Additionally, if a business has at least 50 employees and a single contract of \$50,000 or more, then it must also develop an Affirmative Action Program (AAP)

This mission creates a number of distinct and detailed requirements, such as:

- The development of a written affirmative action plan
- The creation of an internal audit and reporting system
- The posting of notices of non-discrimination and employee's rights under the laws as overseen by the OFCCP

Purpose

As a federal contractor, UMB is committed to ensuring that equal employment opportunity in the workplace is a reality. To maintain that commitment the University has prepared an Affirmative Action Program designed to guarantee equal access. The University does not discriminate on the basis of race, color, religion, age, ancestry or national origin, sex, sexual orientation, gender identity and expression, physical or mental disability, marital status and protected veteran's status. This report highlights the efforts of our schools and departments in providing equal opportunity in employment, and in enhancing diversity and how these efforts align with UMB's overall mission, vision, and core values as outlined in the 2022-2026 Strategic Plan.

This report includes information from two major areas of employment activity. These areas are overall University employment, including detailed information on academic and non-academic employees.

UMB Workforce and Comparisons

Year	Total Headcount	Women	% of Total Headcount	Minority	% of Total Headcount	Total Academic	% of Total Headcount (Academic)	Total Non-Academic	% of Total Headcount (Non-Academic)
2022	5809	3,505	60.34%	2,669	45.95%	2,288	39.39%	3,521	60.61%
2021	5764	3,480	60.37%	2,604	45.18%	2,242	38.90%	3,522	61.10%
2020	5,688	3,421	60.14%	2,539	44.64%	2,212	38.89%	3,476	61.11%

In 2022, UMB employed 5,809 employees. This total represents an increase of 45 (0.78%) over the 2021 plan year. The increase of individuals represents an incremental increase of new hires within most employment categories. Of the 5,809 employees, 2,669 (45.95%) are minorities and 3,505 (60.34%) are women.¹ Table A. Academic and Non-Academic Employment, depicts the total count of women and minorities during the 2022 plan year.

A. Academic and Non-Academic Employment

2022 Total Academic and Non-Academic Employee Headcount

Category	2022 Total	Black	Asian Pacific Islander	Hispanic	Native American	2 or more Races	Total Minorities	Women
Executive Administrative Managerial	820	187	64	28	1	1	293	533
	14.12%	22.80%	7.80%	3.41%	0.28%	0.12%	35.73%	65.00%
Faculty	2288	213	549	84	5	18	869	1158
	39.39%	9.31%	23.99%	3.67%	0.22%	0.79%	37.98%	50.61%
Other Professionals Non-Faculty	1828	447	270	84	2	42	845	1294
	31.47%	24.45%	14.77%	4.60%	0.11%	2.30%	46.23%	70.79%
Clerical/ Secretarial	234	159	6	5	1	4	175	184
	4.03%	67.95%	2.56%	2.14%	0.43%	1.71%	74.79%	78.63%
Technical Paraprofessional	215	101	16	12	1	5	135	137
	3.70%	46.98%	7.44%	5.58%	0.47%	2.33%	62.79%	63.72%
Skilled Crafts	72	20	1	0	1	1	23	2
	1.24%	27.78%	1.39%	0.00%	1.39%	1.39%	31.94%	2.78%
Service/Maintenance	352	318	6	3	1	1	329	197
	6.06%	90.34%	1.70%	0.85%	0.28%	0.28%	93.47%	55.97%
Totals	5809	1445	912	216	12	84	2669	3505
		24.88%	15.70%	3.72%	0.21%	1.45%	45.95%	60.34%

Summary of Changes since Last Affirmative Action Plan

- The total employee population increased by 0.78% from 5764 in 2021 to 5809 in 2022
- The percentage of total employees who identified as minorities per federal laws/regulations increased by 2.50%
- The percentage of total employees who identified as women has increased by 0.72%

Employment Activities

The University has analyzed personnel activities to determine whether and where impediments to equal employment opportunity exist and whether there are significant selection disparities by

¹ Women (Females) of Color are double counted as they can fall under both categories.

race/ethnicity or gender. These activities include applicant flow, recruitment, hires, promotions, terminations, and other personnel actions.

**Employment Activities
(April 1, 2021 to March 31, 2022)**

Total Workforce	Employed	New Hire Rate	Promotion Rate	Separation Rate
Total	5809	792	617	892
Females	3505 60.34%	522 65.91%	401 64.99%	581 65.13%
Minorities	2669 45.95%	444 56.06%	284 46.03%	462 51.79%

Females

Strengths:

- The 2022 new hire rate for females (65.91%) continues to be higher than the incumbency rate of (60.34). In the 2021 plan year the new hire rate was (64.65%) with an incumbency rate of (60.37%).

Challenges:

- As will be further described in the plan goals, there are certain job groups where our hire rate lags availability.
- The separation rate for females (65.13%) has increased by 4.49% over the 2021 plan year rate of (62.33%).

Minorities

Strengths:

- The 2022 new hire rate for minorities (56.06%) continues to be higher than the incumbency rate of (45.95). In the 2021 plan year the new hire rate was (56.13%) with an incumbency rate of (45.18%).
- The 2022 promotion rate for minorities (46.03%) increased by 3.95% over the 2021 plan year of (44.28%).

Challenges:

- As will be further described in the plan goals, there are certain job groups where our hire rate lags availability.

2022 Placement Goals (Incumbency vs. Estimated Availability)

Placement goals are used to measure progress towards achieving equal employment opportunity and are equal to the Availability percentage for the underrepresented group. They are not quotas. UMB places each job in one of its 182 job groups. There was an increase in the number of job groups with placement goals between this plan year and the last plan year. Eight of the job groups below were present during last plan year (1COPS, 1CRES, 1DRESADM, 2AMS13, 2AMS17, 2BMS11P, 2BMS17P, and 2BMS21). Four job groups (1BHCR, 2ASSW, 2BMS04, and 2BMS26) have emerged, while others (2AMS19, 2BMS18ACP, AND 2BMS20) have been addressed successfully since the 2021 plan year.

There are a total of 12 academic and non-academic job groups that contain placement goals during the 2022 plan year, as highlighted in yellow and red on the table below. The job groups that are noted in red are statistically significant and are of a higher priority for available recruitment and promotional opportunities. An increase in recruiting and outreach activities must be utilized to help build a larger and more diverse pool of candidates.

UMB has established affirmative action placement goals and outreach programs to address any areas of underutilization and will continue to make good faith efforts to achieve the established goals by implementing action-oriented programs noted in the Next Steps section.

Please note: The yellow shading indicates placement goals; red shading indicates areas that require more focus. In the Statistical Value section, standard deviations of 1.96 or greater are generally regarded as statistically significant. For groups with fewer than 30 employees, the Exact Binomial Test is used and scores are marked with "E". "E" scores of 0.050 or less are generally regarded as statistically significant.

2022 Placement Goals (Incumbency vs. Estimated Availability)			
1BCHR		Academic Dept Chairs	
Total Emp		Min	Fem
28	Employment %	10.71	10.71
	Availability %	27.76	31.49
	Statistical Value	0.055E	0.015E
1COPS		Operations Leadership	
Total Emp		Min	Fem
32	Employment %	15.63	53.13
	Availability %	44.53	55.81
	Statistical Value	3.290	0.306
1CRES		Research Leadership	
Total Emp		Min	Fem
36	Employment %	13.89	50.00
	Availability %	34.46	70.23
	Statistical Value	2.597	2.655

1DRESADM		Research Administration Management	
Total Emp		Min	Fem
5	Employment %	20.00	20.00
	Availability %	39.87	67.82
	Statistical Value	0.654E	0.040E
2AMS13		Medical Faculty Tenured/TT - OB/GYN	
Total Emp		Min	Fem
4	Employment %	25.00	0.00
	Availability %	35.06	66.36
	Statistical Value	1.000E	0.013E
2AMS17		Medical Faculty Tenured/TT - Psychiatry	
Total Emp		Min	Fem
14	Employment %	14.29	21.43
	Availability %	27.36	57.11
	Statistical Value	0.376E	0.012E
2ASSW		Social Work Faculty Tenured/Tenured Track	
Total Emp		Min	Fem
39	Employment %	33.33	61.54
	Availability %	36.90	76.83
	Statistical Value	0.462	2.263
2BMS04		Medical Faculty Non-Tenured Track - Pathology	
Total Emp		Min	Fem
24	Employment %	20.83	54.17
	Availability %	44.47	39.65
	Statistical Value	0.023E	
2BMS11P		Med Faculty Non-Tenured Track–Med-Prof	
Total Emp		Min	Fem
36	Employment %	19.44	19.44
	Availability %	44.82	40.20
	Statistical Value	3.062	2.540
2BMS17P		Med Fac Non-Tenured Trk–Psych-Prof	
Total Emp		Min	Fem
10	Employment %	10.00	20.00
	Availability %	20.36	58.81
	Statistical Value	0.698E	0.020E
2BMS21		Medical Faculty Non-Tenured Track - Allied Health	
Total Emp		Min	Fem
23	Employment %	13.04	65.22
	Availability %	39.75	43.99
	Statistical Value	0.009E	

Total Emp		Min	Fem
47	Employment %	57.45	19.15
	Availability %	46.30	33.92
	Statistical Value		2.139

Employment of Protected Veterans (PV) and Individuals with Disabilities (IWD)

Effective March 24, 2014, the U.S. Department of Labor's Office of Federal Contract Compliance Programs (OFCCP) issued Final Rules that made significant changes to affirmative action programs for protected veterans and individuals with disabilities.

In 2022, the OFCCP established an overall hiring benchmark of 5.50% for PVs, and a 7% utilization goal for the employment of qualified IWDs for each job group in the University's workforce.

During the 2022 plan year, UMB hired 100 (1.72%) individuals who identified as PVs. While UMB did not meet the established benchmark, this was a 19% increase over the previous 2021 plan year of 81(1.40%) individuals hired.

For IWDs, the 7% utilization goal was met or exceeded in 29 (16%) of UMB's job groups. In 2022, 153 (84%) of the job groups were below the 7% utilization goal. Within those job groups, UMB hired 57 individuals who self-identified as having a disability during the 2022 plan year, which is an 84% increase over the 31 hired during the 2021 plan year.

Next Steps

UMB will ensure that all applicants and employees are treated fairly, based on job-related criteria and without regard to race, color, religion, sex, age, disability, protected veteran status, national origin, or any other characteristic protected by applicable law, UMB continues to advance it's committed to equal employment opportunity and affirmative action and has plans to ensure both academic and non-academic employee success.

The President affords the Affirmative Action Officer full authority to implement the goals of the affirmative action plan and to pursue solutions to problems that might impede the progress of this plan. UMB will continue to communicate its policies within the organization and the community. The Affirmative Action Officer will ensure that schools and units are aware of areas of underutilization for job groups where there are placement goals where we need to focus our recruitment and promotional efforts.

In partnership with school and unit representatives, the central HR department will continue to ensure reasonable good-faith efforts are made for minorities and women in job groups with goals and that good-faith efforts are made equally for individuals with disabilities and protected veterans. UMB will increase outreach programs designed to increase employment opportunities for a more diverse pool of candidates. In partnership with school and unit representatives, the central HR department will work with Communications and Public Affairs to develop and implement a recruitment marketing strategy to enhance outreach efforts. Central HR will routinely review applicant recordkeeping efforts to ensure an accurate applicant pool; this includes the timely

dispositioning of applicants and candidates, especially faculty hires captured in the applicant tracking system. Additionally, the central HR department will partner with schools and units to establish quantifiable methods to measure the success of outreach efforts for protected groups and make adjustments as needed.

Through an analysis of the UMB workforce as outlined in this 2022 report, the University of Maryland, Baltimore is committed to the continued advancement of affirmative action and equal employment and continues to strengthen its core value set of Equity and Justice. More recently, HRS has been given a budget to enhance training and will be increasing action-oriented plans and programs for good-faith recruiting and training to ensure compliance with affirmative action continues.

This report was compiled by Diversity/ADA/AA, a unit within Employee Labor Relations (ELR), in the Office of Human Resource Services (HRS).