

Personnel Function Report (SB886)

Comprehensive Executive Summary

In response to Senate Bill 886, ratified on August 27, 1997 by the North Carolina General Assembly and thereafter signed into law by the Governor, the State Personnel Commission is required to report on certain personnel functions to the Joint Legislative Commission on Governmental Operations.

1. Workforce Representation:

The State of North Carolina is reporting 86,504 full-time, permanent SPA employees as of December 31, 2005. This represents an increase of 394 employees from 2004. All the increase in employees was gained in the university system.

Workforce	White Males	White Females	Black Males	Black Females	Other Minority Males	Other Minority Females	TOTAL
Agency	25,782 39.4%	17,990 27.5%	8,215 12.5%	11,295 17.3%	1,329* 2.0%	864* 1.3%	65,475
University	5,764 27.4%	8,167 38.8%	2,064 9.8%	3,846 18.3%	438* 2.1%	750* 3.6%	21,029
TOTAL	31,546 36.5%	26,157 30.2%	10,279 11.9%	15,141 17.5%	1,767* 2.0%	1,614* 1.9%	86,504
<i>Previous Total-2004</i>	<i>31,910 37.1%</i>	<i>25,960 30.1%</i>	<i>10,358 12.0%</i>	<i>14,718 17.1%</i>	<i>1,690* 2.0%</i>	<i>1,474* 1.7%</i>	86,110

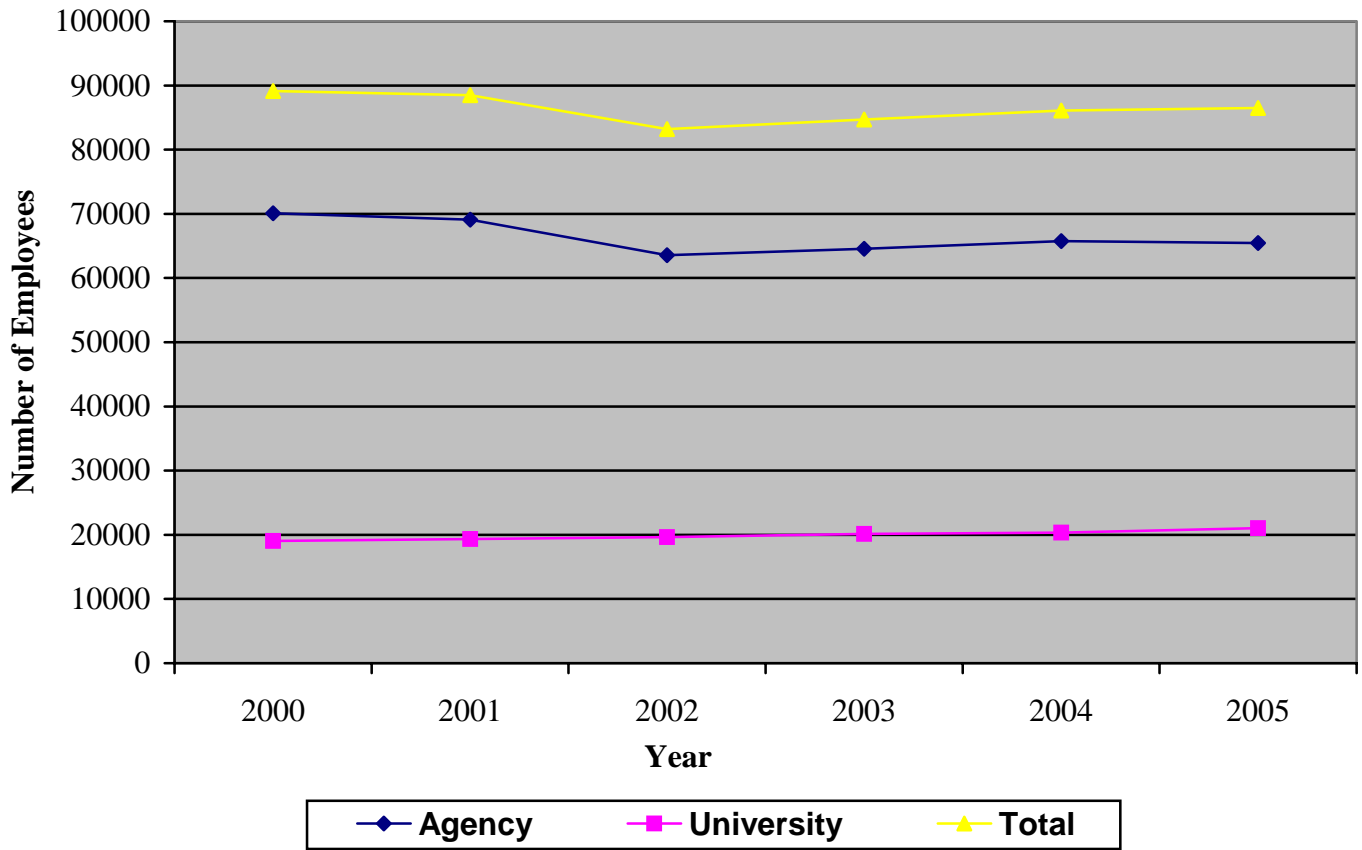
* Other minority males and females include Hispanic, American Indian and Asian employees. Specifically, these groups represent the following:

Other Minority Workforce	Hispanic Males	Hispanic Females	Asian Males	Asian Females	American Indian Males	American Indian Females	TOTAL
Agency	298 13.6%	242 11.0%	366 16.7%	302 13.8%	665 30.3%	320 14.6%	2,193
University	155 13.0%	200 16.8%	180 15.2%	351 29.6%	103 8.7%	199 16.7%	1,188
TOTAL	453 13.4%	442 13.1%	546 16.1%	653 19.3%	768 22.7%	519 15.4%	3,381

North Carolina State Government cabinet and council of state agencies employed 65,475 employees as of December 31, 2005. This accounts for 76% of the total 86,504 employees. North Carolina State Government universities employed 21,029 employees as of December 31, 2005. This accounts for 24% of the total 86,504 employees.

The following chart details the change in workforce representation since 2000. The chart reflects an increase in workforce representation until 2001. From December 31, 2001 to December 31, 2002 the agency and overall workforce decreased, while the university workforce increased. This trend for agencies and overall totals reversed in 2003, with university totals continuing to increase.

Workforce Representation (2000 - 2005)



The workforce representation section of the complete report details the agency and university workforce by occupational category for three dates in time: 1) December 31, 2003, 2) December 31, 2004, and 3) December 31, 2005. This data includes individual race/gender groups.

2. New Hires:

A new hire or new appointment is the initial employment of an individual to a position or the reemployment of an individual who is either not eligible for reinstatement or, at the agency's option, is not offered reinstatement. The State of North Carolina hired 10,199 new full-time, permanent SPA employees during calendar year 2005.

<u>New Hires</u>	White Males	White Females	Black Males	Black Females	Other Minority Males	Other Minority Females	TOTAL
Agency	2,325 33.0%	2,049 29.1%	869 12.4%	1,489 21.2%	160* 2.3%	142* 2.0%	7,034
University	852 26.9%	1,149 36.3%	310 9.8%	582 18.4%	99* 3.1%	173* 5.5%	3,165
TOTAL	3,177 31.2%	3,198 31.3%	1,179 11.6%	2,071 20.3%	259* 2.5%	315* 3.1%	10,199
<i>Previous Total-2004</i>	3,359 30.1%	3,762 33.8%	1,324 11.9%	2,122 19.0%	274* 2.5%	303* 2.7%	11,144

* Other minority males and females include Hispanic, American Indian and Asian employees. Specifically, these groups represent the following:

<u>Other Minority New Hires</u>	Hispanic Males	Hispanic Females	Asian Males	Asian Females	American Indian Males	American Indian Females	TOTAL
Agency	54 17.9%	63 20.9%	51 16.9%	45 14.9%	55 18.2%	34 11.2%	302
University	39 14.3%	65 23.9%	39 14.3%	80 29.4%	21 7.7%	28 10.3%	272
TOTAL	93 16.2%	128 22.3%	90 15.7%	125 21.8%	76 13.2%	62 10.8%	574

North Carolina State Government cabinet and council of state agencies hired 7,034 new employees during calendar year 2005. This accounts for 69% of the total 10,199 state government new hires. North Carolina State Government universities hired 3,165 new employees. This accounts for 31% of the total 10,199 state government new hires.

The new hire section of the report also analyzes data for three distinct points in time. Although several trends are noted in this section of the report, it appears that it is difficult to derive conclusions concerning the effect of Senate Bill 886.

3. Compensation Levels:

This section of the report analyzes salary distributions in 10 categories ranging from salary grades 50-54 through 85 and higher. In North Carolina State government agencies, white males accounted for 54.3% (reduced from 57.9%) of the 80-84 salary grades and 57.0% (reduced from 68.0%) of the 85 and higher salary grades. By contrast, black males accounted for only 5.3% (decreased from 5.6%) of the 80-84 salary grades and 7.2% (increase from 6.2%) of salary grades 85 and higher. The highest level of representation for black males, 23.7% (decreased from 24.1%) was in the lowest salary grades, 50-54. Also, black females accounted for 6.3% (increased from 5.8%) of the 80-84 salary grades and 5.0% (increased from 2.2%) of salary grades 85 and higher. The highest level of representation for black females was 35.4% in salary grades 50-54. The highest level of representation for Hispanic, American Indian, and Asian employees was 4.8% (reduced from 5.1%) in non-graded classes.

The university system is experiencing similar compensation trends. The highest level of black male (30.7%) (reduced from 31.4%) and black female (34.0%) (reduced from 34.4%) representation was in the lowest grades, 50-54. Although women represent 60.7% of the university workforce, they account for only 37.2% (increased from 34.8%) of salary grades 80-84 and 25.0% (increased from 16.6%) of salary grades 85 and higher. Specifically, black females account for 6.6% of positions in salary grades 80 through 84.

4. Promotions:

Promotion is a change of status upward, documented according to customary professional procedure and approved by the State Personnel Director, resulting in assignment to a position at a higher salary grade. This promotional analysis includes both intra- and inter-agency movements.

The State of North Carolina promoted 5,124 employees during calendar year 2005. This represents an increase of 212 promotions from calendar year 2004.

Promotion	White Males	White Females	Black Males	Black Females	Other Minority Males	Other Minority Females	TOTAL
Agency	1,433 35.7%	1,156 28.8%	494 12.3%	780 19.5%	80* 2.0%	66* 1.7%	4,009
University	303 29%	487 40%	74 9%	189 15%	28* 3%	34* 4%	1,115
TOTAL	1,736 33.8%	1,643 32.1%	568 11.1%	969 18.9%	108* 2.1%	100* 2.0%	5,124
<i>Previous Total-2004</i>	1,788 36%	1,614 33%	456 9%	874 18%	76* 2%	104* 2%	4,912

* Other minority males and females include Hispanic, American Indian and Asian employees. Specifically, these groups represent the following:

<u>Other Minority Promotion</u>	Hispanic Males	Hispanic Females	Asian Males	Asian Females	American Indian Males	American Indian Females	TOTAL
Agency	21 14.4%	23 15.7%	31 21.2%	27 18.5%	28 19.2%	16 11.0%	146
University	11 17.7%	9 14.5%	8 12.9%	19 30.7%	9 14.5%	6 9.7%	62
TOTAL	32 15.4%	32 15.4%	39 18.7%	46 22.1%	37 17.8%	22 10.6%	208

North Carolina State Government cabinet and council of state agencies promoted 4,009 employees during calendar year 2005. This accounts for 78% of the total 5,124 promotions. North Carolina State Government universities promoted 1,115 employees during calendar year 2005. This accounts for 22% of the total 5,124 promotions.

5. Disciplinary Actions:

The State of North Carolina administered 4,082 disciplinary actions during calendar year 2005. This represents a decrease of 117 disciplinary actions over the 4,199 disciplinary actions administered in 2004. Seventy-nine percent (79%), or 3,234 of these actions were written warnings and 14%, or 602 of the actions were dismissals.

<u>Discipline</u>	White Males	White Females	Black Males	Black Females	Other Minority Males	Other Minority Females	TOTAL
Agency	1,018 29%	614 18%	889 26%	834 24%	61* 2%	43* 1%	3,459
University	142 23%	155 25%	141 23%	165 26%	7* 1%	13* 2%	623
TOTAL	1,160 28%	769 19%	1,030 25%	999 25%	68* 2%	56* 1%	4,082
<i>Previous Total-2004</i>	1,251 30%	753 18%	1,117 26%	952 23%	77* 2%	49* 1%	4,199

Other minority males and females include Hispanic, Asian, and American Indian employees. Specifically, these groups represent the following:

<u>Discipline</u>	Hispanic Males	Hispanic Females	Asian Males	Asian Females	American Indian Males	American Indian Females	TOTAL
Agency	19 18%	16 15%	11 11%	10 10%	31 30%	17 16%	104
University	5 25%	6 30%	1 5%	3 15%	1 5%	4 20%	20
TOTAL	24 19%	22 18%	12 10%	13 10%	32 26%	21 17%	124

The largest number of disciplinary actions, 1,160 (28%), occurred against white male employees. Black males and black females experienced a higher percentage of disciplinary actions as compared to their workforce representation rates. That is, black males constitute of 12.0% of the workforce, but had 25% (1,030) of all disciplinary actions taken against them (reduced from 27% in 2004). Of all the disciplinary actions taken, 3,459 (85%) occurred in State agencies, and 623 (15%) occurred in State universities.

6. Grievances:

State government employees filed 664 grievances during calendar year 2005 (a total of 64 more grievances filed than in 2004). Of the 664 grievances filed in 2005, 205 (30%) were based on discrimination (decreased from 251 (42%)), 130 (20%) were based on policy violations (increased from 104 (17%)), and 329 (50%) were based on disciplinary actions (increased from 245 (41%)). Overall, black females filed the highest percentage of grievances, with white males and white females filing slightly lower percentage of total grievances.

<u>Grievances</u>	White Males	White Females	Black Males	Black Females	Other Minority Males	Other Minority Females	TOTAL
Agency	113 21%	124 23%	123 23%	167 31%	9* 1%	7* 1%	543
University	30 25%	22 18%	27 22%	42 35%	0* 0%	0* 0%	121
TOTAL	143 22%	146 22%	150 23%	209 31%	9* 1%	7* 1%	664
<i>Previous Total-2004</i>	149 25%	145 24%	123 21%	165 27%	7* 1%	11* 2%	600

* Other minority males and females include Hispanic, Asian, and American Indian employees. Specifically, these groups represent the following:

<u>Grievance</u>	Hispanic Males	Hispanic Females	Asian Males	Asian Females	American Indian Males	American Indian Females	<u>TOTAL</u>
Agency	3 19%	2 12.5%	2 12.5%	1 6%	4 25%	4 25%	16
University	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	0
TOTAL	3 19%	2 12.5%	2 12.5%	1 6%	4 25%	4 25%	16

North Carolina State government agencies had 543 grievances filed against them during calendar year 2005. This represents 82% of the total grievances filed in 2005. North Carolina State universities had 121 grievances filed against them in 2005. This represents 18% of the total grievances for 2005.

7. Equivalencies:

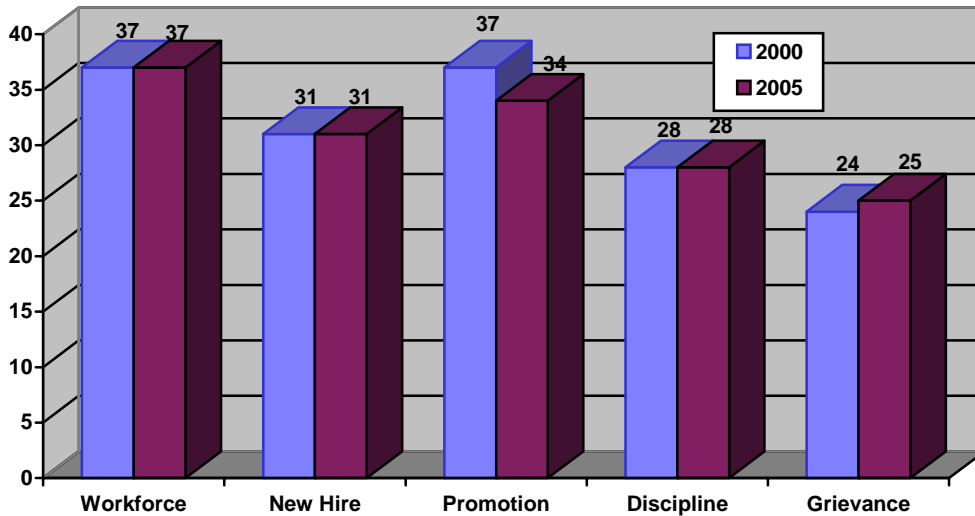
An equivalency is defined as any deviation from the required minimum training and experience, not including substitution of directly related education for experience, or directly related experience for education as stated on the class specification. For calendar year 2005, there were no instances that an agency or university used an equivalency.

8. Demographic Analysis:

This report reviews personnel functions in several areas. This section of the executive summary charts the percentage of new hires, promotions, disciplinary actions, and grievances against the overall level of workforce representation in each demographic group in 2000 and 2005. Please note that other minority males and females are not included in this analysis due to their low overall representation rates (less than 2%). Significant trends related to other minority males and females are included in each previous section of the report.

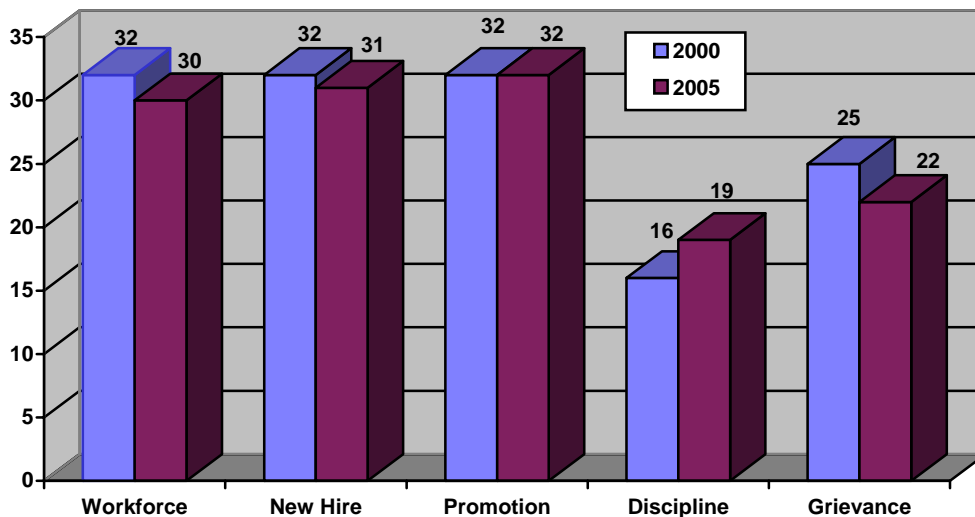
White Males - This analysis reveals that white male activity in the new hire, promotion, discipline, and grievance areas were all equal to or lower than overall representation in both 2000 and 2005. White male employees consisted of 37% of the overall workforce representation in 2000 and 2005. The level of promotions for white males has decreased from 37% in 2000 to 34% in 2005, with the level of new hires, discipline, and grievances almost unchanged.

2000 versus 2005



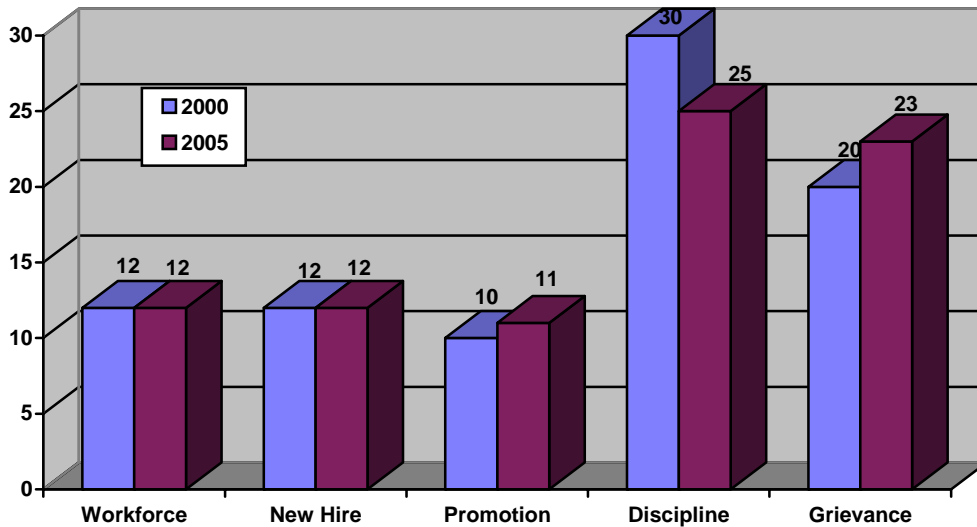
White Females – In 2005, white females received promotions and new hires at rates slightly above their workforce representation level and their grievance and discipline activity were lower than workforce representation levels. White females increased their level of discipline, from 16% in 2000 to 19% in 2005 and decreased their level of grievances from 25% in 2000 to 22% in 2005.

2000 versus 2005



Black Males - The percentage of black male activity in the discipline and grievance areas far exceeds their overall workforce representation levels during both 2000 and 2005. Black males composed 12% of the overall State workforce, which is unchanged from 2000. From 2000 to 2005, the level of discipline received by black males has decreased from 30% to 25%, although this still far exceeds their 12% representation level. Black males have increased the percentage of grievances filed, from 20% in 2000 to 23% in 2005.

2000 versus 2005



Black Females – Black female employees represented 18% of the workforce representation in 2005, up slightly from 2000. Their level of new hires and promotions both exceed their workforce representation, however, so does their level of discipline and grievance. In 2000 and 2005, black files filed the highest percentage of grievances than any other demographic group.

2000 versus 2005

