

# State of North Carolina

## Equal Employment Opportunity Status Report

2012 Data



### *Executive Summary*

Prepared by the Office of State Personnel  
August, 2013

**General Characteristics of Total State SPA Workforce**

<b>Employees</b>	<b>Number/Percent of Employees</b>
<b>Total # of Employees</b>	87,965
<b>Agencies</b>	66,130 (75%)
<b>Universities</b>	21,835 (25%)
<b>Average Annual Salary</b>	\$42,567
<b>Average Age</b>	45.95
<b><u>Age</u></b>	
Less than 20	0.03%
Age 20 – 29	10%
Age 30 – 39	20%
Age 40 - 49	29%
Age 50 – 59	30%
Age 60+	11%
<b>Average Years of Service</b>	133 months (11 yrs, 1 mos.)
<b><u>Education Levels</u></b>	
Less Than High School	2%
High School +	42%
Associate Degree	11%
Bachelor Degree	25%
Masters Degree or Greater	9%
Unknown	11%
<b><u>Gender</u></b>	
Male	51%
Female	49%
<b><u>Race/Ethnicity</u></b>	
White Male	36%
White Female	29%
Black Male	12%
Black Female	18%
Hispanic Male	0.7%
Hispanic Female	0.8%
Asian Male	0.9%
Asian Female	1.0%
American Indian Male	0.9%
American Indian Female	0.6%
	<i>% are rounded</i>
<b>Largest Counties of Employment</b>	Wake (27%) Orange (8%)

## AGENCY AND UNIVERSITY ANALYSIS

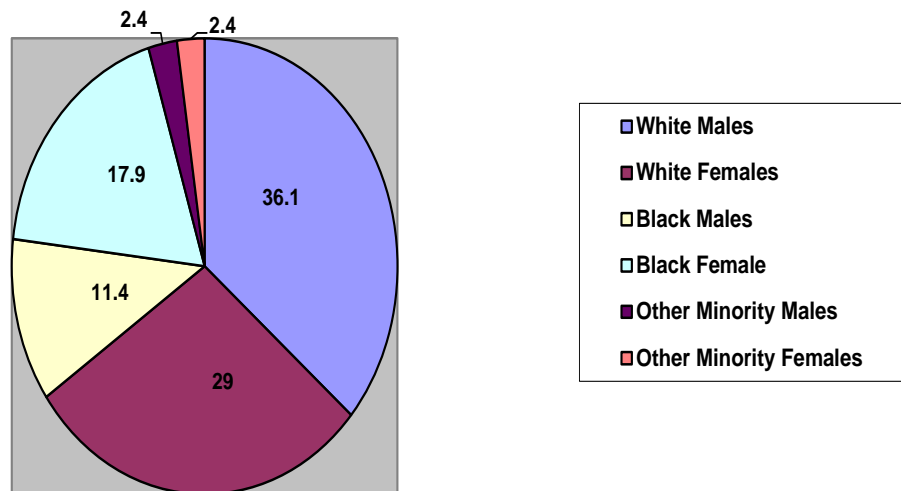
This report analyzes the N.C. State Government workforce within two sections: agency and university system. The agency section includes information on all Cabinet and Council of State agencies. The university system consists of the 16 universities in the N.C. University System as well as UNC General Administration and the School of Science and Math. References to other minority groups include Asian, American Indian, and Hispanic employees. Total number of employees, subject to the State Personnel Act (SPA), within each area includes:

### REPRESENTATION ANALYSIS:

The State of North Carolina reported 87,965 full-time, permanent SPA employees as of December 31, 2012. This represents an increase of 230 (0.3%) employees from 2011, and a decrease of 2,985 (-3.3%) employees since 2010. For statistical purposes, employees reporting “ethnicity unknown” have been included in the overall total in 2012.

Workforce	White Males	White Females	Black Males	Black Females	Other Minority Males	Other Minority Females	Eth. Unk.	TOTAL	Disability
<b>Agency</b>	25,416 <b>38.4%</b>	17,218 <b>26.0%</b>	8,118 <b>12.3%</b>	12,462 <b>18.8%</b>	1,550 <b>2.3%</b>	1,148 <b>1.7%</b>	218 <b>0.3%</b>	66,130	1,144
<b>University</b>	6,368 <b>29.2%</b>	8,260 <b>37.8%</b>	1,888 <b>8.6%</b>	3,316 <b>15.2%</b>	610 <b>2.8%</b>	941 <b>4.3%</b>	452 <b>2.1%</b>	21,835	93
<b>TOTAL</b>	31,784 <b>36.1%</b>	25,478 <b>29.0%</b>	10,006 <b>11.4%</b>	15,778 <b>17.9%</b>	2,160 <b>2.4%</b>	2,089 <b>2.4%</b>	670 <b>0.8%</b>	87,965	1,237
<i>Previous Total - 2011</i>	31,851 <b>36.3%</b>	25,482 <b>29.0%</b>	10,192 <b>11.6%</b>	16,128 <b>18.4%</b>	2,089 <b>2.4%</b>	1,993 <b>2.3%</b>		87,735	
<i>Previous Total - 2010</i>	33,001 <b>36.3%</b>	26,768 <b>29.4%</b>	10,476 <b>11.5%</b>	16,548 <b>18.2%</b>	2,120 <b>2.3%</b>	2,037 <b>2.2%</b>		90,950	

**Total State Representation by Demographic Group (2012)**



North Carolina State Government cabinet and council of state agencies employed 66,130 employees as of December 31, 2012. This accounted for 75% of the total 87,965 employees. North Carolina State Government universities employed 21,835 employees as of December 31, 2012. This accounted for 25% of the total 87,965 employees.

**Total Other Minority Employees – Detailed:**

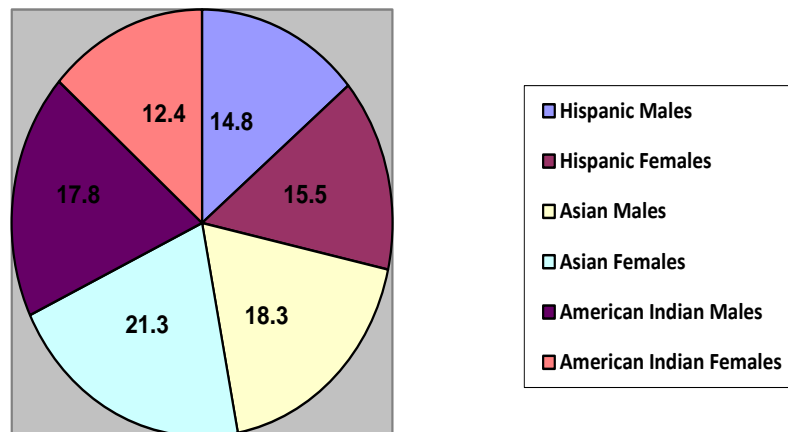
The employees labeled as ‘other minority males’ and ‘other minority females’ include Hispanic, American Indian and Asian employees.

1. **Hispanic** – employees of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin.
2. **Asian** – employees having origins in any of the original peoples of the Far East, Southeast, Asia, or the Indian subcontinent, including Native Hawaiians and other Pacific Islanders.
3. **American Indian** – employees having origins in any of the original peoples of North and South America, and who maintain tribal affiliation or community attachment.

Overall, these employees represented 4.8% of the entire workforce or 4,249 employees (an increase of 167 since 2011). Within the agency workforce, American Indian employees represented the largest ‘other minority group’, although only 0.1% larger than Asian employees. Within the university workforce, Asian employees represented the largest ‘other minority group’. Specifically, these groups represented the following:

Other Minority Workforce	Hispanic Males	Hispanic Females	Asian Males	Asian Females	American Indian Males	American Indian Females	TOTAL
Agency	431 16.0%	358 13.3%	487 18.1%	465 17.2%	632 23.4%	325 12.0%	2,698
University	196 12.6%	300 19.3%	289 18.6%	441 28.4%	125 8.1%	200 12.9%	1,551
<b>TOTAL</b>	627 14.8%	658 15.5%	776 18.3%	906 21.3%	757 17.8%	525 12.4%	4,249

**Total Representation of Other Minority Groups in Detail (2012)**

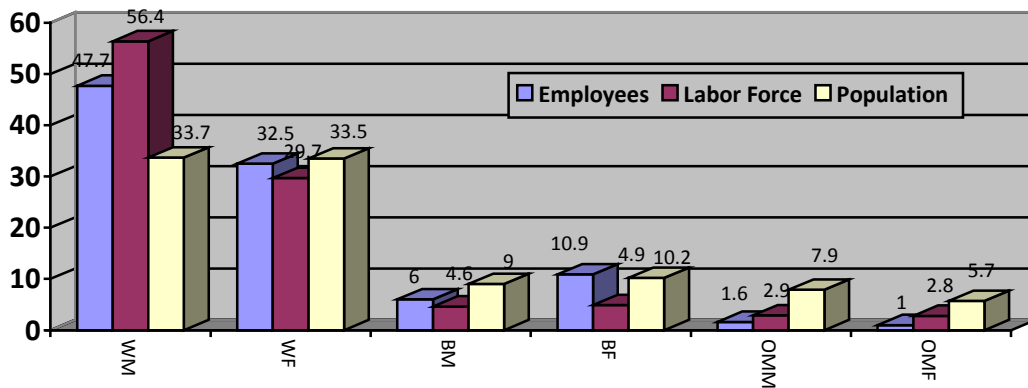


**Agency Occupational Category Overview:**

As of December 31, 2012, North Carolina State agencies employed 66,130 employees. In order to evaluate these employees based on similar job groupings, each position occupied by an employee is placed in one of eight occupational categories. These categories provide a more detailed level of analysis regarding the demographic representation of agency employees (ethnicity unknown excluded).

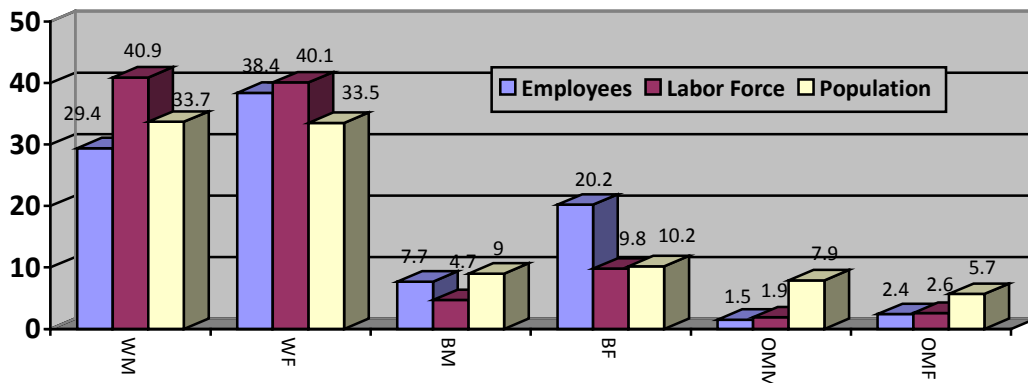
**1. Officials and Administrators – Includes top and middle management concerned with achieving the overall objectives of the organization. Usually these are policy making, highly visible positions.**

- Women accounted for 44% of these employees, but minority females represented only 12% of the total. Of the minority women, 11% were black females. White male employees represented 48% of the total.
- Overall, minority males and females accounted for only 19% of these employees, their lowest representation level in any occupational category.



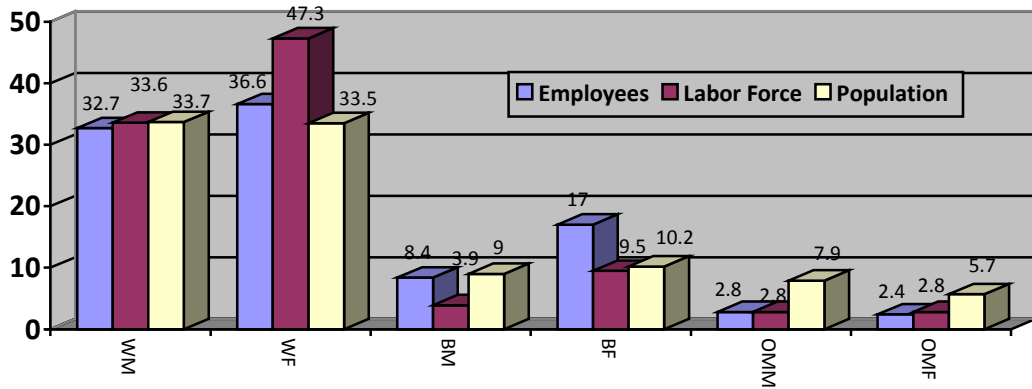
**2. Management Related - Includes occupations concerned with planning and administering programs in areas such as accounting, budgeting, human resources, purchasing, inspectors, and marketing.**

- Women accounted for 61% of these employees, and 23% of the female employees were minorities.
- Men accounted for 39% of these employees, but only 9% of the male employees were minorities.
- Black female employees exceeded their representation in the labor force and the NC population, while white male employees were 11.5% below their labor force representation.



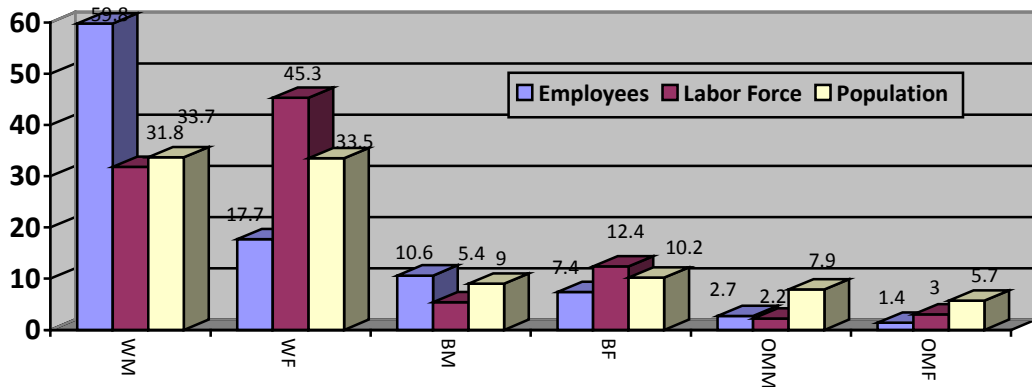
**3. Professional** - Includes occupations that require specialized training. These include engineers, lawyers, teachers, nurses, physicians, veterinarians, pharmacists, computer programmers, and librarians.

- Women accounted for 56% of these employees and men accounted for 44% of these employees. This represents the occupational category with the most even distribution of male and female employees.
- Minorities represented 31% of the employees in this category, 17% were black females, 8% were black males and 5% were combined male and female other minorities.
- White male employee representation was closely aligned with their rates in the labor force and the NC population. However, white female representation was lower than their rates in the labor force.
- Black male and female employees both exceeded their representation in the labor force.



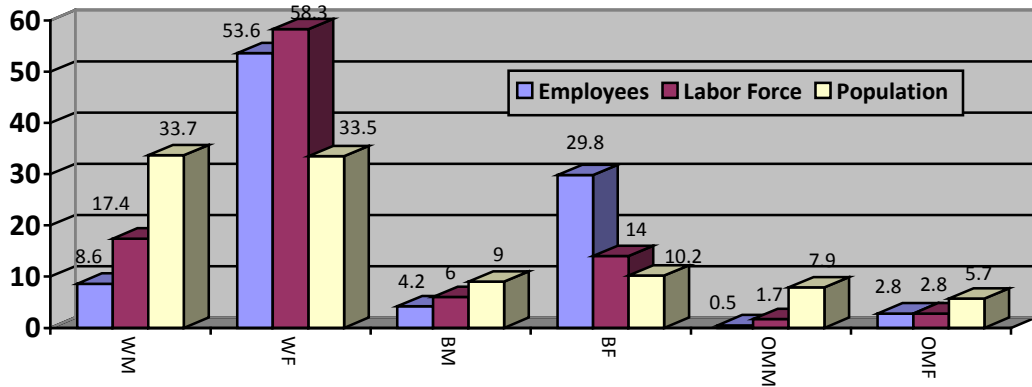
**4. Technicians** - These are occupations concerned with providing technical assistance in the following fields: health, engineering, science, and all remaining technicians and technologists.

- Women accounted for 27% of these employees, with 9% being minority women (although black female employees comprised 7% of that total).
- Minorities represented 22% of these employees, and 4% were combined male and female other minority employees.
- White male employees exceeded their representation in the labor force and the NC population. White female employees were employed at rates less than the labor force and NC population.



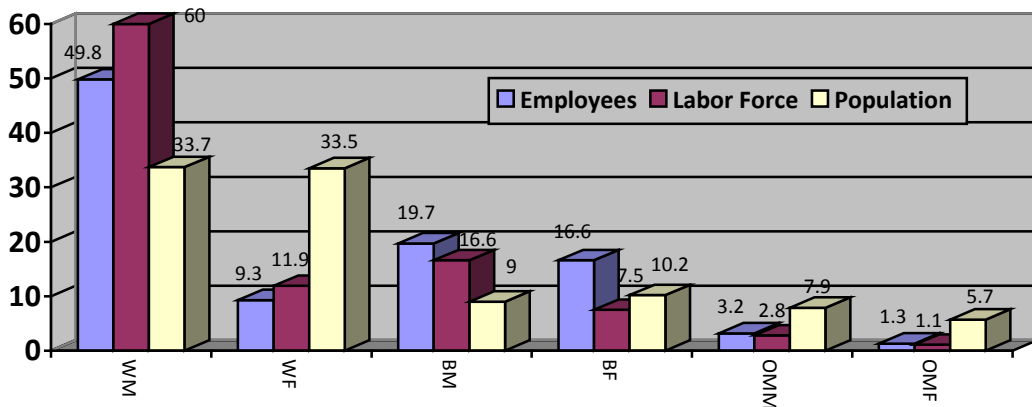
5. **Administrative Support** - These occupations are concerned with the maintenance, distribution, and organization of written communications and records as well as the operation of office machinery.

- Women represented 86% of all these employees, their highest representation level in any occupational category. Males consisted of only 14% of these employees, and only 5% of the males were minorities.
- Males, both white and minority, were employed at rates less than their representation in the labor force of the NC population.
- Minorities represented 37% of these employees, but 30% of this total was comprised of black females. Black females exceeded their representation in the labor force and the NC population. By comparison, white females exceeded their representation in the NC population but not the labor force.



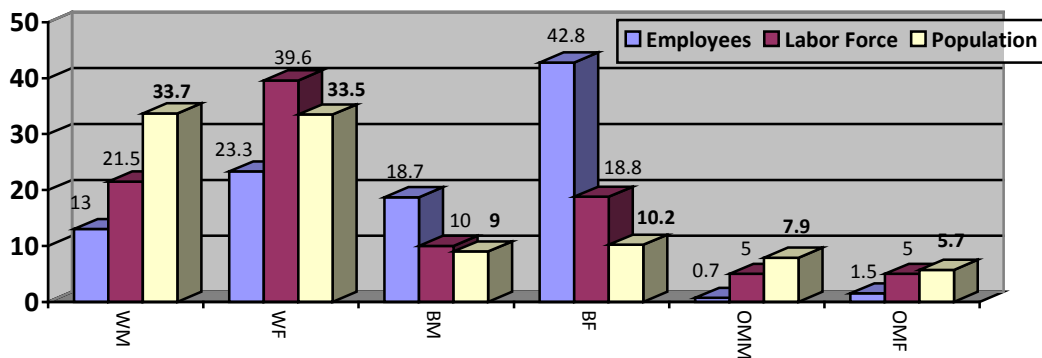
6. **Law Enforcement** - These occupations are concerned with providing protection against fire and accidents, maintaining law and order, and directing custody of prisoners in jails and reformatories.

- Minority males and females were almost evenly divided in this category, as minority males consisted of 23% of the employees and minority females consisted of 18% of the employees.
- Minority employees consisted of 41% of the employees, their second highest representation level in any occupational category.
- White males and females were not evenly divided, as white males consisted of 50% of the employees and white females consisted of 9% of the employees.
- Black male employees had their highest level of representation, at 20%, in any occupational category. This level of representation exceeded both their representation in the labor force and the NC population.



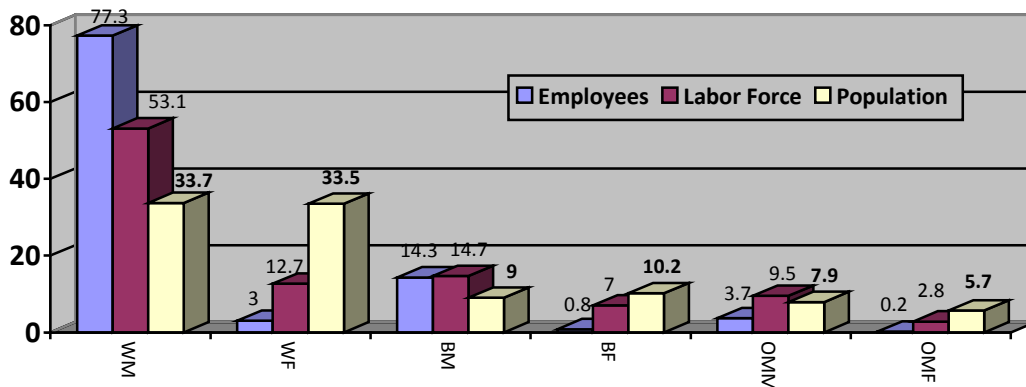
7. **Service** - These occupations are concerned with the following areas: maintaining cleanliness, personal care, catering and food preparation, and other household related tasks. The majority of these occupations receive low pay.

- Women and minority employees dominated this occupational category, as women represented 68% of all the employees and minorities represented 64% of all the employees.
- Of the minority employees, 44% were minority females compared to 19% minority males.
- Black female employees had their highest level of representation, at 43%, in any occupational category.
- White males consisted of 13% of the category and white females consisted of 23% of the category, their lowest combined representation in any category.
- White employees, both male and female, were represented at rates below the labor force and the NC population. Conversely, black employees, both male and female, were represented at rates above the labor force and the NC population.



8. **Craft and Production** - These occupations are concerned with production, maintenance, and inspection. It includes occupations in farming, forestry, mechanical, inspections, and transportation.

- This occupational category is male dominated, with 96% male and only 4% female employees.
- White male employees had their highest level of representation, at 77%, in any occupational category. Minority males accounted for 18% of the category.
- Female employees, both white and minority, were represented at levels below the labor force and the NC population.



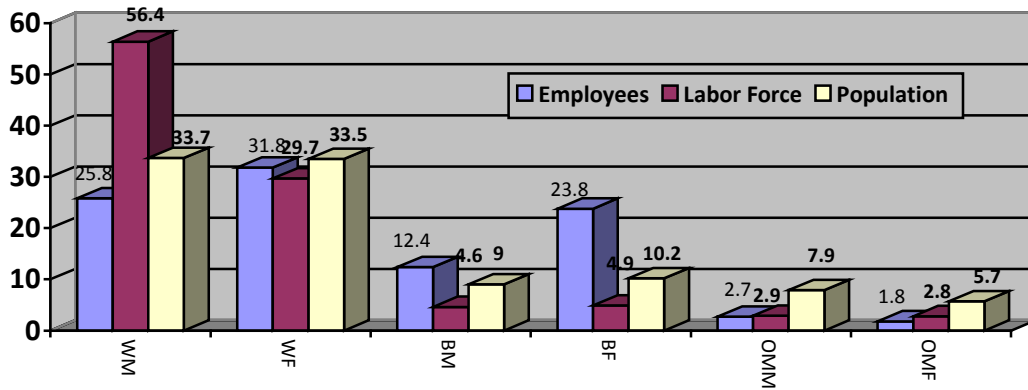


**University Occupational Category Overview:**

As of December 31, 20012, North Carolina State universities employed 21,835 SPA employees. In order to evaluate these employees based on similar job groupings, each position occupied by an employee is placed in one of eight occupational categories. These categories provide a more detailed level of analysis regarding the demographic representation of university employees.

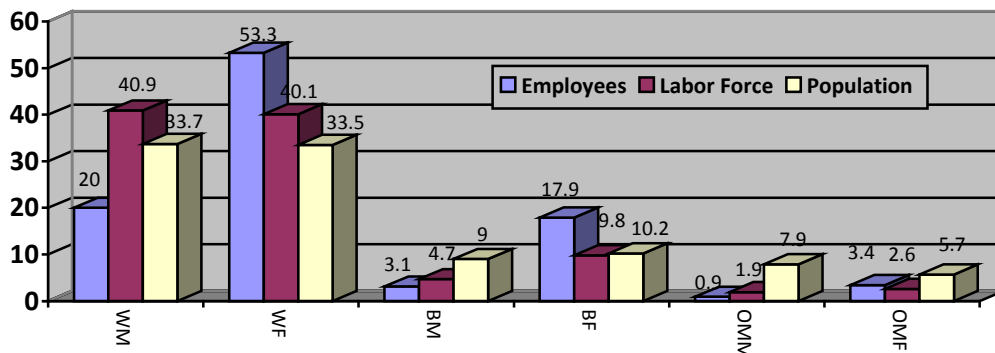
**1. Officials and Administrators** – Includes top and middle management concerned with achieving the overall objectives of the organization. Usually these are policy making, highly visible positions.

- Women accounted for 58% of these employees, including 32% white female employees and 24% black female employees.
- White males accounted for 26% of these employees, and black males represented 12% of this occupational category.
- Overall, minorities accounted for 41% of these employees.



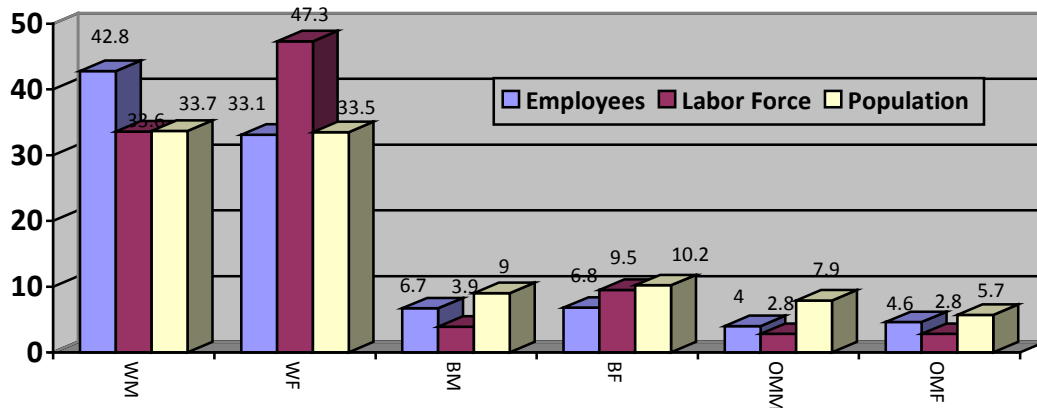
**2. Management Related** - Includes occupations concerned with planning and administering programs in areas such as accounting, budgeting, human resources, purchasing, inspectors, and marketing.

- Women accounted for 75% of these employees, and 21% of the female employees were minorities. This represented the second highest level of representation for female employees in any occupational category (second only to Administrative Support).
- Men accounted for only 25% of these employees, and only 4% of the male employees were minorities. Overall, black males had their lowest level of representation in this occupational category, representing only 3.1% of the employees.



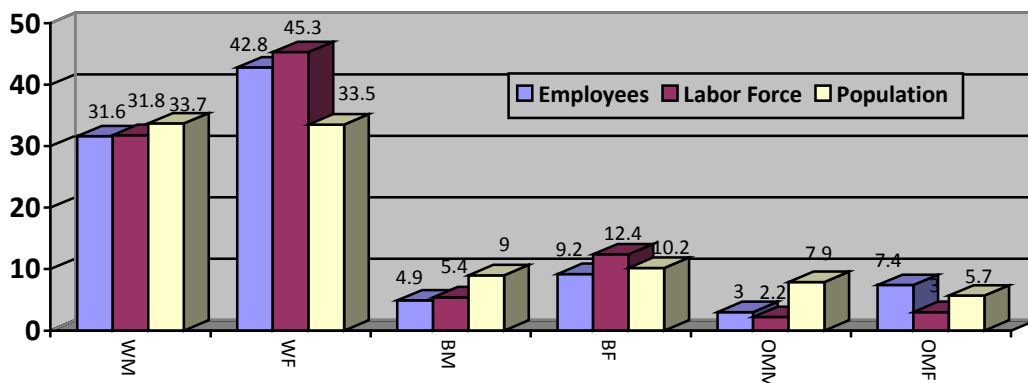
**3. Professional** - Includes occupations that require specialized training. These include engineers, lawyers, teachers, nurses, physicians, veterinarians, pharmacists, and librarians.

- Women accounted for 45% of these employees and men accounted for 55% of these employees. This represents the occupational category with the most even distribution of male and female employees.
- Minorities represented 22% of the employees in this category. Black males and females consisted of 14% of these employees and other minorities males and females consisted of 8% of these employees.
- White male employees were represented at levels above their labor force and the NC population.
- White female employees were represented at a level below their availability in the labor force but relatively equal to their representation in the NC population.



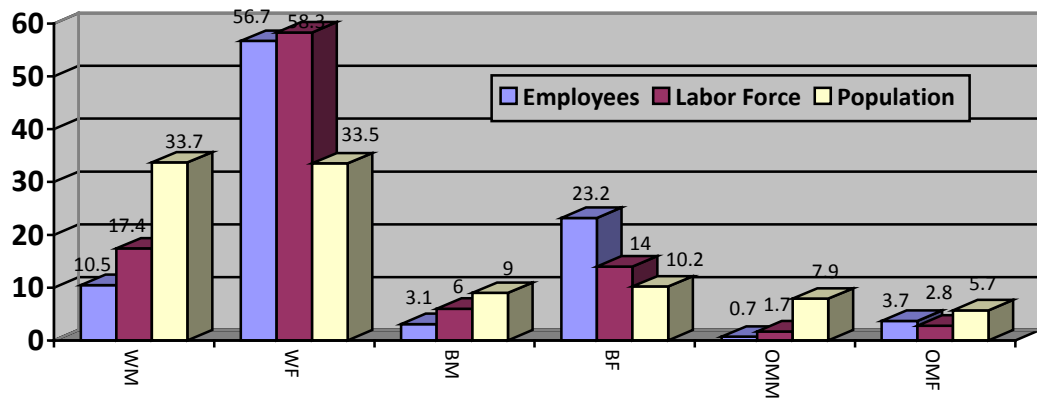
**4. Technicians** - These are occupations concerned with providing technical assistance in the following fields: health, engineering, science, and all remaining technicians and technologists.

- Women accounted for 60% of these employees, with 17% being minority women. This included a 9.2% representation of black females and 7.4% for other minority females, their second highest level of representation in any occupational category, driven by a 5.3% Asian female representation. The highest level of other minority female representation was in the Service occupational category (7.6%).
- Minorities represented 25% of these employees, including 4.9% for black males and 9.2% for black females.
- Men accounted for 40% of the employees, including 32% for white males, 4.9% for black males, and 3% for other minority males.



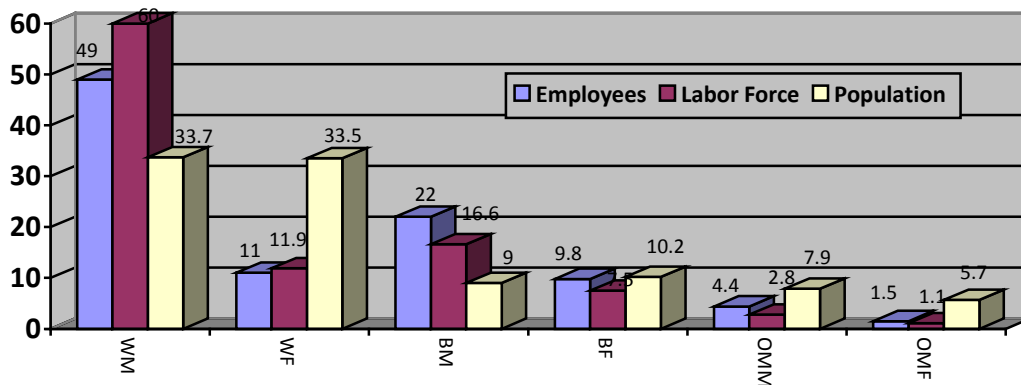
5. **Administrative Support** - These occupations are concerned with the maintenance, distribution, and organization of written communications and records as well as the operation of office machinery.

- Women represented 84% of all these employees, their highest representation level in any occupational category. Males consisted of 16% of these employees, and only 4% of the males were minorities.
- Minorities represented 31% of these employees, but 23% of this total was comprised of black females.
- White males (10.5%) were represented at levels below their representation in the labor force and the NC population.
- Black females were represented at levels above their representation in the labor force and the NC population. White females were represented at levels above their representation in the NC population but below the labor force.



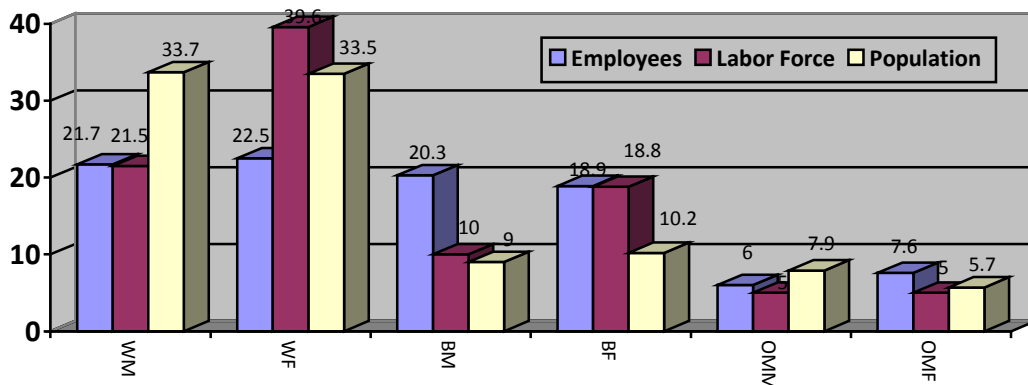
6. **Law Enforcement** - These occupations are concerned with providing protection against fire and accidents, maintaining law and order, and directing custody of prisoners in jails and reformatories.

- Minority employees comprised 38% of the employees, including 22% black male and 10% black female employees.
- White males and females were not evenly divided, as white males consisted of 49% of the employees and white females consisted of only 11% of the employees.
- Black males had their highest level of representation, at 22% in this occupational category.



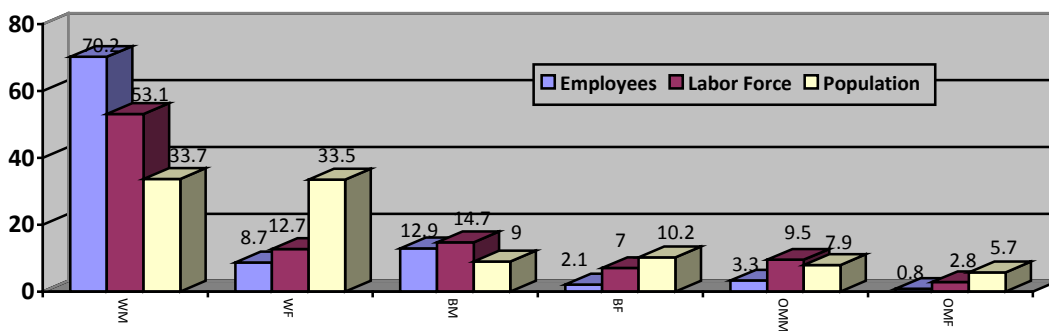
7. **Service** - These occupations are concerned with the following areas: maintaining cleanliness, personal care, catering and food preparation, and other household related tasks. The majority of these occupations receive low pay.

- Women and minority employees dominated this occupational category, as women represented 49% of all the employees and minorities represented 53% of all the employees.
- Of the employees, 27% were minority females and 26% were minority males.
- Black male employees had their second highest level of representation, at 20%. Their highest level of representation (22%) was found in Law Enforcement.
- White employees had their lowest level of representation, comprising 42% of all the employees in this category.
- White male and black female employees were represented at levels close to their labor force representation, although white males are below the NC population figures. White females are employed at levels below their labor force and NC population figures and black male employees are employed at levels above their labor force and NC population figures.



8. **Craft and Production** - These occupations are concerned with production, maintenance, and inspection. It includes occupations in farming, forestry, mechanical, inspections, and transportation.

- Unlike the agency workforce, which employed only 4% female employees in this category, the university system employed 12% female employees in this category.
- Black and white female employees had the lowest representation of any category.
- White male employees had their highest level of representation, at 70%, in any occupational category. Black male employees represented 13% of the work force.



**NEW HIRE AND PROMOTION ANALYSIS:**

During calendar year 2012, state agencies hired 4,758 new SPA employees to the work force. Of these new hires, 31% were white male employees, representing the largest demographic group hired. The university system hired 2,792 new employees during the same time frame. Of these new hires, 36% were white female employees, representing the largest demographic group hired. Universities hired more Asian male and female employees than agencies.

State agencies promoted 3,152 SPA employees during calendar year 2012. Of these employees, 38% were white males and 26% were white females, accounting for 64% of all promotions. Within the university system, 709 SPA employees received a promotion during 2012. Of these employees, 43% were white females and 13% were black females. Compared to new hires in the university system, white males and females were promoted at a higher rate than hired and black males and females were hired at a higher rate than promoted.

**New Hires and Promotions by Agency and University System  
Calendar Year 2012**

<b>Transactions</b>	<b>New Hire – Agency</b>	<b>Promotion - Agency</b>	<b>New Hire – University</b>	<b>Promotion – University</b>
<b>White Males</b>	1,486 <b>31.2%</b>	1,211 <b>38.4%</b>	702 <b>25.1%</b>	215 <b>30.3%</b>
<b>White Females</b>	1,107 <b>23.3%</b>	832 <b>26.4%</b>	1,009 <b>36.1%</b>	304 <b>42.9%</b>
<b>Black Males</b>	662 <b>13.9%</b>	355 <b>11.3%</b>	200 <b>7.2%</b>	42 <b>5.9%</b>
<b>Black Females</b>	1,116 <b>23.5%</b>	633 <b>20.1%</b>	365 <b>13.1%</b>	92 <b>13.0%</b>
<b>Hispanic Males</b>	56 <b>1.2%</b>	19 <b>0.6%</b>	26 <b>0.9%</b>	6 <b>0.8%</b>
<b>Hispanic Females</b>	50 <b>1.1%</b>	14 <b>0.4%</b>	42 <b>1.5%</b>	6 <b>0.8%</b>
<b>Asian Males</b>	35 <b>0.7%</b>	23 <b>0.7%</b>	46 <b>1.6%</b>	8 <b>1.1%</b>
<b>Asian Females</b>	47 <b>1.0%</b>	24 <b>0.8%</b>	68 <b>2.4%</b>	8 <b>1.1%</b>
<b>American Indian Males</b>	50 <b>1.1%</b>	20 <b>0.6%</b>	9 <b>0.3%</b>	1 <b>0.1%</b>
<b>American Indian Females</b>	32 <b>0.7%</b>	17 <b>0.5%</b>	13 <b>0.5%</b>	9 <b>1.3%</b>
<b>Ethnicity Unknown</b>	117 <b>2.5%</b>	4 <b>0.1%</b>	312 <b>11.1%</b>	18 <b>2.5%</b>
<b>TOTAL</b>	<b>4,758</b>	<b>3,152</b>	<b>2,792</b>	<b>709</b>

(Totals subject to +/- .03% due to rounding equivalencies)  
For agency figures, ethnicity unknown percentages not included.

## **EEO PLAN COMPONENTS:**

Pursuant to G.S. 126-19, all state agencies and universities are required to submit an Equal Employment Opportunity (EEO) plan to the Office of State Personnel by March 1st of each year. These plans are to be reviewed for EEO program components which include policy statements, program initiatives as well as data review. After the plans are reviewed to ensure compliance with established standards, agencies and universities are notified of their approval and a report is to be submitted to the NC General Assembly detailing the status of all EEO plans.

The EEO plans are required to include the following elements:

- NC Policy Statement
- Agency or University Policy Statement
- Responsibility and Accountability
- Dissemination of EEO Policy and Plan (Internal and External)
- Workforce Analysis including establishment of Employment Objectives
- Program Activities
  - Recruitment
  - Selection and Hiring
  - Job Structuring (Optional)
  - Training and Development (Employee and Management)
  - Upward Mobility
  - Performance Appraisal
  - Transfer and/or Separation
  - Compensation
  - Program Evaluation

### **Employment Objective Overview:**

This is a review of the achievement of objectives established in agency and university EEO Plans.

**Agencies:** 29 of 29 North Carolina state agencies submitted an EEO Plan for the 2013 planning cycle. Of the 29 state agencies submitting EEO Plans, 27 agencies or 93.1% established employment objectives. The agencies that did not establish employment objectives cited concerns related to the Reduction-in-Force (RIF) and limitations on hiring due to budgetary constraints. Overall, these employment objectives were established in all eight of the occupational categories, although not all agencies established objectives in each of the eight occupational categories. During the 2012 EEO planning cycle, 20 out of 23 agencies or 86.9% were able to fully or partially achieve their employment objectives.

**Universities:** All 17 institutions within the University of North Carolina (UNC) system, as well as UNC General Administration, submitted an EEO Plan for the 2013 planning cycle. Of the 18 entities submitting EEO Plans, 16 universities and UNC General Administration or 94.4% established employment objectives. During the 2012 EEO planning cycle, 11 out of 13 or 84.6% of the universities that set goals were able to fully or partially achieve their employment objectives.

In addition to the EEO plan, the Office of State Personnel also reviews each agency and university Unlawful Workplace Harassment Prevention plan.

**2013 EEO PLAN STATUS:**

<b>Agency, University, or Board and Commission</b>	<b>Approved EEO Plan</b>	<b>Agency, University, or Board and Commission</b>	<b>Approved EEO Plan</b>	<b>Agency, University, or Board and Commission</b>	<b>Approved EEO Plan</b>
<b>Agencies - data as of 12/31/12</b>		<b>Agencies, continued</b>		<b>Universities, continued</b>	
Administration	Yes	State Personnel	Yes	UNC-Greensboro	Yes
Administrative Hearings	Yes	State Treasurer	Yes	UNC-Pembroke	Yes
Agriculture & Consumer Service	Yes	Transportation	Yes	UNC-Wilmington	Yes
Commerce	Yes	UNC Health Care	Yes	Western Carolina University	Yes
Community Colleges	Yes	Wildlife Resources Commission	Yes	Winston-Salem State University	Yes
Cultural Resources	Yes				
Environment and Natural Resources	Yes	<b>Universities - data as of 9/30/12</b>		<b>Boards and Commissions – data as of 12/31/12</b>	
Health and Human Services	Yes	Appalachian State University	Yes	Board of Cosmetic Arts	Yes
Insurance	Yes	East Carolina University	Yes	Board of Elections	Yes
Information Technology Services		Elizabeth City State University	Yes	NC Education Lottery Commission	Yes
Justice	Yes	Fayetteville State University	Yes	Banking Commission	Yes
Labor	Yes	N.C. School of Science & Math	Yes		
N.C. Housing Finance Agency	Yes	North Carolina A&T University	Yes		
Public Instruction	Yes	North Carolina Central University	Yes		
Public Safety	Yes	North Carolina School of Arts	Yes		
Revenue	Yes	UNC-Asheville	Yes		
Secretary of State	Yes	UNC-Chapel Hill	Yes		
State Auditor	Yes	UNC-Charlotte	Yes		
State Budget and Management	Yes	North Carolina State University	Yes		
State Controller	Yes	UNC-General Administration	Yes		