



# DIVERSITY INITIATIVES

HR Directors Advisory Committee  
March 18, 2004

# Diversity Initiatives Agenda

- Welcome & Introductions
- Review of Universities/Agencies Objectives & Statistical Data
- Effectiveness of Current Programs
- Improvements to Current Programs
- Additional Programs
- Summary of System Office Activities

# Current Programs – Learner



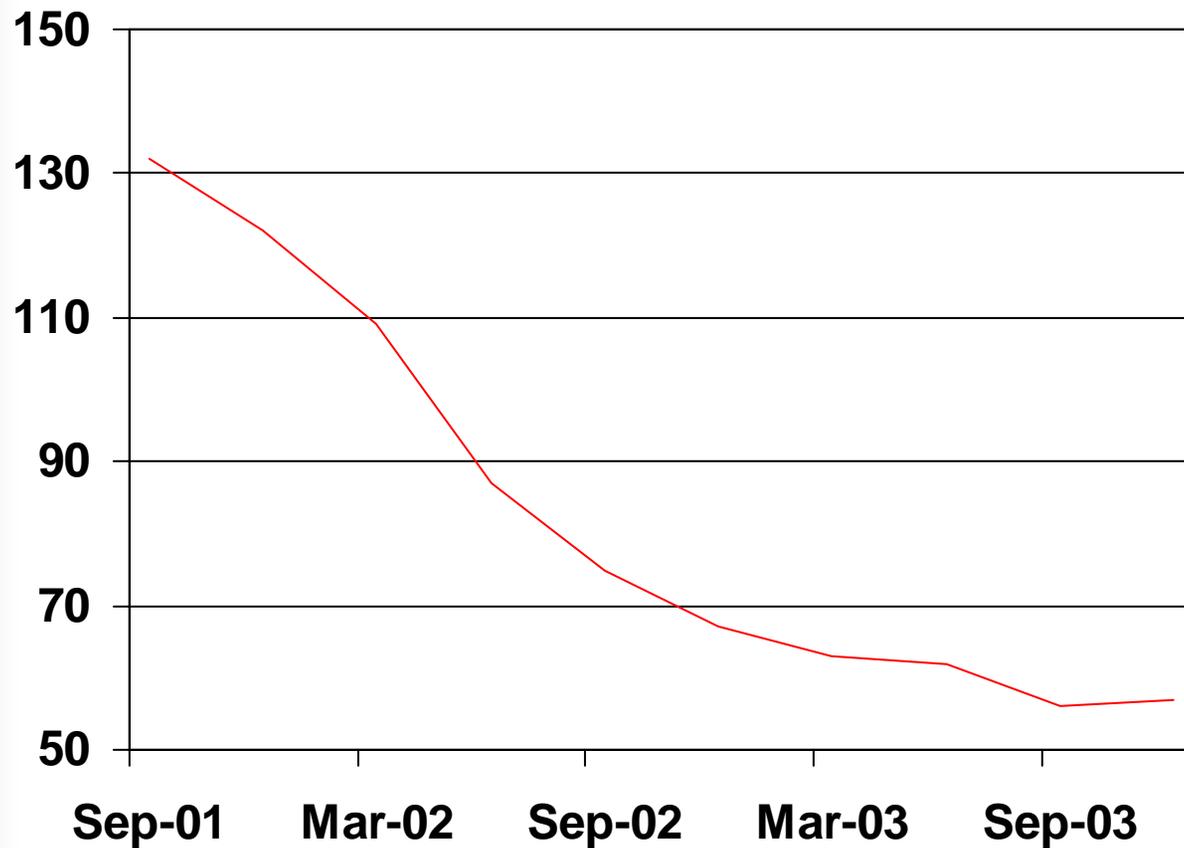
- Established to supplement applicant pool in order to provide a cross-section representation of gender, racial, ethnic and cultural groups
- Non-Status Appointments
- Entry Level Classifications (usually no minimum qualifications required)
- Maximum 12-month program
- Salary may not exceed 95% of min. range for the classification
- No civil service exam required
  - Move to status position upon completion of program
  - Employee must complete probationary period

# Current Programs – Trainee



- Established to supplement applicant pool in order to provide a cross-section representation of gender, racial, ethnic and cultural groups
- Non-Status Appointments
- Any classification that requires minimum qualifications except craft & trade classes
- Must meet all minimum qualifications except those prescribed by program
- Salary may not exceed 95% of min. range for the classification
- Must pass civil service exam
  - Move to status position upon completion of program
  - Employee must complete probationary period

# Learner & Trainee Employee Served Statistics

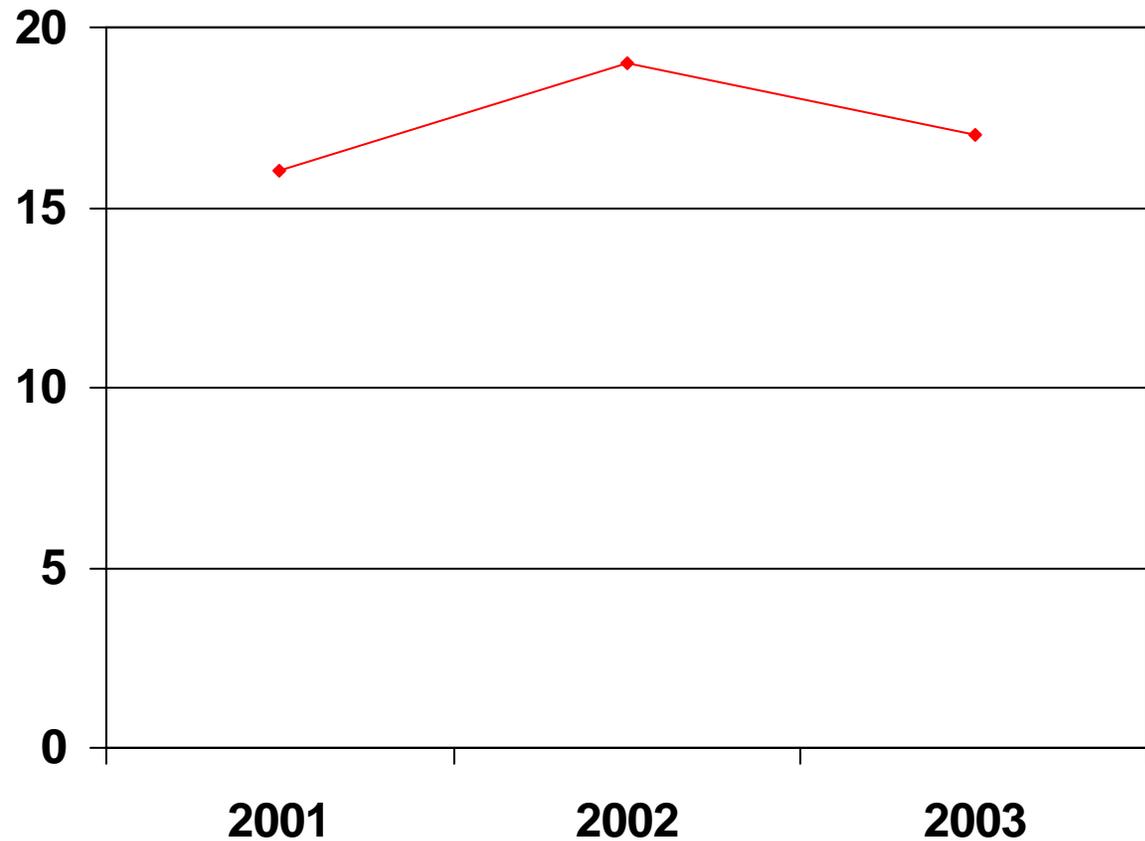


# Current Programs – Supported Employees Program



- Established to provide employment opportunities for severely handicapped individuals as certified by Dept. of Human Services (DHS)
- Non-Status Appointments
- Individual hired as Learner appointment in any stand-alone or entry level promotional line class
- Program duration between 3 and 12 months
- No civil service exam required
  - Move to status position upon completion of program
  - Employee must complete probationary period

# Supported Employee Program Employee Served Data



# Management Intern Program





# Management Intern Program

- Internship Program based on a Cultural Diversity Objective
  - Promoting cultural awareness
  - Providing more direct opportunities to compete for mid to upper level management positions



# Management Intern Program

- Approval/Notification to System Office
- Application Process
  - Submit Application/Résumé
  - Credential Assessment
  - Knowledge Test
    - Preparing Written Material
    - Verbal Analysis
    - Quantitative Analysis
    - Understanding and Interpretation
  - Committee Interview Panel



# Management Intern Program

- Minimum Acceptable Qualifications

- Education

- Bachelor's degree

- Cultural Attachment

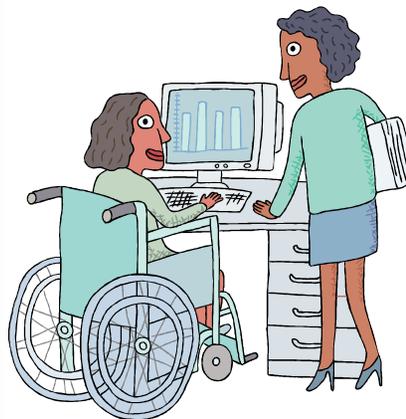
- Course Study
- Work Experience
- Personal



# Management Intern Program

- 2-Year Maximum Length of Program
- Non-Status Position
  - Must move to a status position upon completion of Internship
  - Recommend use of Pilot Program classifications

# Workers with Disabilities Program





# Workers with Disabilities Program

- Direct Employment Program based on Equal Access/Opportunity Objective
  - Promoting awareness and opportunity
  - Providing direct employment opportunities to individuals with permanent, verifiable disabilities



# Workers with Disabilities Program

- Approval/Notification to System Office
- Application Process
  - Submit Application/Résumé
  - Certification of Disability
  - Designate Classification/Position
  - Verification of Minimum Acceptable Qualifications
- Non-Competitive (No Testing)



# Workers with Disabilities Program

## ■ Applicant Process

- Submit application/résumé
- Provide copy of recent medical statement, documenting nature of disability and extent of functional limitations
- Credential Assessment
- Committee Interview Panel

# Questions and Comments

