D. Cornell University’s Organizational Profile Based on Race and Gender

Cornell University is committed to a diverse workforce. Of the 11,747 university employees included in this plan, 12.58% are designated as minorities and 49.4% are designated as women. Based on available data, 71% of employees are individuals over age 40; approximately 3.4% have identified as veterans; and 4% have identified as individuals with disabilities.

In planning to foster a diverse, inclusive and welcoming environment, college and unit leaders need to assess the demographic composition of the university’s workforce. Pursuant to 41 CFR §§ 60-2.11, Cornell has created an organizational profile of its entire workforce, by college or administrative unit, to determine whether barriers to equal employment opportunity exist and to identify organizational units wherein women or minorities are underrepresented or concentrated. (See Appendix H). These organizational profiles are based on federal regulatory requirements and do not reflect Cornell reporting relationships or job family structures.

Pursuant to 41 CFR §§ 60-2.17, wherever there is a lack of minority or female representation within an organizational unit, that unit, through its human resource representative, and/or academic affirmative action committee, will develop and implement action-oriented programs designed to address the deficiencies and to demonstrate the organizational unit’s good faith efforts in removing identified barriers to diversity, expanding employment opportunities for women and minorities, and producing measurable results in diversifying its workforce.

E. Cornell University’s Job Group Analysis Based on Race and Gender

To foster a diverse environment and to ensure that the equal opportunity and affirmative action programs are carried out, assessing the demographic composition of the organization includes comparing the representation of minorities and women in the workforce with the estimated availability of minorities and women qualified to be employed at the university. Pursuant to 41 CFR §§ 60-2.12, §§ 60-2.13, §§ 60-2.14, §§ 60-2.15, and §§ 60-2.16, an analysis of the full- and part- time non-academic workforce, by affirmative action job group, has been completed; the minority and women representation within each job group has been calculated; an estimate of qualified women and minorities available for employment in each job group has been determined; and where appropriate and

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1 In 2007, of 11,186 employees surveyed, 4641 or approximately 41.4% completed the Vets100 survey. Of these, 382 employees or 9% identified as veterans. Thus, of the total number of employees, 3.4% were identified as veterans.
2 Based on disability and transportation accommodation requests.
pursuant to 41 CFR §§ 60-2.14 (c)(1), placement goals have been established for each job group.\(^3\)

A similar analysis has been completed for the academic workforce. As a result, a determination of qualified women and minorities available for employment in each academic job group has been determined and placement goals have been established, where appropriate.

Job group placement goals for academic and non-academic positions are established based on the percentage of minorities or women with requisite skills in the reasonable recruitment area for each job group and, where relevant, the percentage of minorities or women among those promotable, transferable and trainable at Cornell.\(^4\)

The recruiting area for non-academic positions consists of the counties surrounding Tompkins County, New York (where the Ithaca campus is located). The home addresses of current employees are monitored to make any changes to the appropriate counties as necessary to reflect the most accurate primary recruiting area possible. Because positions that are posted pursuant to the Filling Vacancies policy are listed on the web, national census data is also considered in establishing affirmative action goals of all non-academic positions. The addresses of applicants are monitored to determine the appropriate weights for national availability.

The recruiting area for academic positions is generally at the national level. Availability has been established based on the representation of faculty in the various disciplines at Cornell University and the percentage of women and minorities who have received Ph.D.s in the various disciplines throughout the academy. External availability has been obtained from the Survey of Earned Doctorates (SED) and the Integrated Postsecondary Education Data System (IPEDS) Survey of Completed Degrees.

Pursuant to 41 CFR §§ 60-2.17, whenever there are problems of utilization of women or minorities within job groups, action-oriented steps designed to correct the deficiencies have been established, with the understanding that good faith efforts will be made to remove identified barriers to diversity.

As part of its commitment to diversity and inclusiveness, pursuant to 41 CFR §§ 60-2.17 (d), 41 CFR §§ 60-741.44(h), and §§ 60-250.6(h), Cornell University regularly audits the composition of its workforce and apprenticeship and training groups by minority group status and by sex and measures the effectiveness of the university’s affirmative action programs for individuals with disabilities and covered veterans. In addition, the

\(^3\) Goals have been developed only for those job groups that have incumbents.

\(^4\) For this plan year, “availability” data for academic positions has been established based on external data, or the percentage of minorities and women with the requisite skills for each academic discipline.
university ensures: 1) the presence of required EEO posters throughout the university facilities where both employees and applicants for employment can see them; 2) that union members are notified of Cornell’s non-discrimination and affirmative action policies; and 3) that purchase orders contain the required EEO clause pursuant to 41 CFR §§ 60-2.17 (d)(3). Results of these audits are shared with college and administrative unit representatives and faculty affirmative action committees on a semi-annual basis. On an annual basis, the president, provost, deans, and vice presidents are advised of the program’s effectiveness, along with recommendations to address areas of challenge.

The following tables summarize the composition, within each job group, of Cornell’s non-academic and academic employee population, comparing the availability and utilization percentages of women, minorities in general, and each minority group, where available.  

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5 A bold, highlighted utilization number indicates that a job group is currently meeting or exceeding availability, or is below availability by less than one whole person. Goals have not been established for these job groups in the specified category.