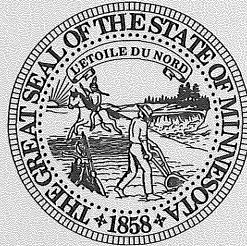


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AFFIRMATIVE ACTION REPORT 1987

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MINNESOTA DEPARTMENT OF EMPLOYEE RELATIONS
EQUAL OPPORTUNITY DIVISION
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Pursuant to MS 43A.191, sd 3

AFFIRMATIVE ACTION REPORT

Introduction

In accordance with Minnesota Statute 43A.191, Subd. 3, the Commissioner of Employee Relations shall submit a report on affirmative action to the Governor, the Finance Committee of the Senate, the Appropriations Committee of the House of Representatives, and the Governmental Operations Committees of both houses of the Legislature. This report shall include each agency's rate of compliance with annual hiring goals and will identify agencies in and out of compliance with affirmative action requirements.

The following is the table of contents for this report.

1. Affirmative Action Requirements
2. Goals and Objectives
3. Examination and Selection
4. Monitoring
5. Statewide Affirmative Action Advisory Committee Report
6. Agency Audit Reviews

1. Affirmative Action Requirements

Minnesota Statute requires the establishment and maintenance of an affirmative action program. Protected groups for affirmative action purposes are defined in M.S. 43A.02 Subd. 33 as being females, handicapped persons, racial and ethnic minorities (Asian and Pacific Islander, Black, American Indian, Alaskan Native, Hispanic), and Vietnam era veterans. Affirmative action rules require each agency to develop and submit an annual plan to the Equal Opportunity Division of the Department of Employee Relations for review and approval. These rules require the development of program objectives to address disparities in the workforce and the creation of procedures for cases of alleged discrimination.

2. Goals and Objectives

Numerical affirmative action goals are established for women and minorities by department, occupational group, and geographic location. These goals are based on the availability of qualified protected group persons. Availability is determined from a variety of sources such as U.S. Census data, educational data, and statistics from licensing, regulatory and accreditation authorities and organizations. Goals may vary according to geographic location because all protected groups are not uniformly distributed throughout the state.

Presently the numerical goals for the handicapped are under review with the assistance of an advisory task force to the Department of Employee Relations. This committee will review and make recommendation to the statewide Affirmative Action Program on:

- A. Definition of handicapped. Currently there is a broad interpretation of someone who is considered disabled and how they are identified in the 504 Section of the 1973 Rehabilitation Act. The task force will review this definition as well as employer-identification of disabled employees versus self-identification.
- B. Goal setting. An 8 percent goal is currently used for Affirmative Action purposes. Agencies believe this goal is unrealistic. The task force will develop and identify a measurement that will provide a reasonable data base.

The task force consists of: two legislators, one community representative, four disabled employees representative of the vision impaired, hearing impaired, physically impaired, and with a hidden disability, an Affirmative Action Officer, A Personnel Director, and the Director for the State Council for the Handicapped.

3. Examination and Selection

The State's Affirmative Action Program is designed to assist agencies in meeting their affirmative action obligations. The Department of Employee Relations conducts an outreach program with various protected group communities, advocates, and local agencies in order to provide information about employment with the State. The Equal Opportunity Division also maintains a skills bank which identifies protected group members with the special skills needed to qualify for state employment.

This year the Department of Employee Relations initiated legislation to expand current selection procedures in place for Affirmative Action. "Expanded certification" provides additional qualified protected group candidates to be considered for a job opening. Currently, certification is expanded to include up to three protected group candidates for whom disparities exist. The amendment to this law would allow for two protected group members for each disparity that exists.

Two features of the examining and selection process are specifically designed to address the unique needs of handicapped persons seeking employment with the state:

- A. Reasonable Accommodations. Applicants are asked to indicate on a job application if they have a disability requiring accommodation in the exam process. Every effort is made to provide reasonable accommodations to those who need them. Commonly provided accommodations are interpreters for hearing impaired persons and readers for visually impaired persons.
- B. The 700 hour program. This program is designed to assist applicants whose disability places them at a competitive disadvantage in the exam process even with an accommodation. It provides 700 hours of trial work experience in lieu of a formal examination. Once the applicant has demonstrated the ability to do the job, the applicant begins to serve a probationary period as with any other employee.

4. Monitoring

The Equal Opportunity Division conducts an annual audit of each state by agency. In order to assess the agency's opportunity to make affirmative action hires during that particular year. It identifies where an Affirmative Action hire occurred and when an Affirmative Action opportunity was missed by the agency. Any agency with at least five opportunities to hire within that year who makes at least 25 percent Affirmative Action hires will be recognized as an agency that has made significant and measurable progress toward achieving affirmative action objectives. Any agency with five or more opportunities to hire that missed making 25 percent Affirmative Action hires will be identified as an agency out of compliance. The Governor will review the reports submitted by the Department of Employee Relations and respond to agencies which have continuously shown no growth in meeting their hiring goals. The Department of Employee Relations will recognize agencies that have made significant and measurable progress toward achieving Affirmative Action objectives.

5. Statewide Affirmative Action Committee Report.

An advisory committee of Affirmative Action Officers and the Director of the Equal Opportunity Division is part of the State's Affirmative Action Program. In January 1986, the Statewide Affirmative Action Committee reviewed its program of work and identified several major areas to focus on this particular year. The following is an update on the areas selected:

Personnel Selection Procedures. The statewide Affirmative Action Committee reviewed the expanded certification process and agreed to recommend to the Commissioner that expanded certification be revised. As a result, departmental legislation was offered during 1987 Legislative Session to amend the existing expanded certification regulations to include additional protected group members.

Examination Procedures. The Committee has been working on identifying the possibility of adverse impact of certain examinations given within the state system. The initial exam that was reviewed was the Consolidated Clerical exam where indicators showed an adverse impact to protected group members. A recommendation has gone to the Commissioner requesting a different testing procedure for Clerk 1 and Clerk Typist 1, which are entry level job classifications.

Training. SWAAC members have participated in several pilot programs developed by the Equal Opportunity Division (EOD). Programs developed were: (1) the protected group report; (2) reasonable accommodation for the disabled; (3) preventing sexual harassment. The EOD is also preparing a statewide Affirmative Action orientation program and an investigations training program in cooperation with the Department's Labor Relations Division.

Additional activities by SWAAC included a joint meeting with the State Personnel Advisory Committee and the formation of a joint sub-committee to discuss missed opportunities. The SWAAC Committee also made a presentation to the Governor's Affirmative Action Council and recommended (1) that awareness and orientation on Affirmative Action for Commissioners at the Cabinet level be held; and (2) that agencies create a budget item in their operational budgets for Affirmative Action needs.

AGENCY AUDIT REVIEW

The following information provides an analysis of each agency's hiring opportunities during the period of July through December, 1986. It will reflect affirmative action hires, justified hires, missed opportunities, not missed opportunities. An agency with 25% or more missed opportunities for affirmative action purposes have been designated as an agency out of compliance within that hiring period. Agencies that had five or more opportunities and accomplished 25% or more of those hiring opportunities as affirmative action hires will be recognized with a Certificate of Recognition of their AA efforts. The following agencies will be recognized for the hiring period -- Department of Administration, Department of Agriculture, Department of Energy and Economic Development, Department of Finance, Minnesota Housing and Finance Agency, Department of Natural Resources, Department of Revenue, the Vocational Technical Education Board, and the Minnesota State Zoo.

Upon the six-month review of agency hiring practices, no agencies were determined out of compliance with affirmative action practices. The following information will identify a statewide agency profile of their hiring activity for that review period.

AGENCY AUDIT REVIEW FOR THE
PERIOD: July - December 1986

<u>AGENCY</u>	<u>OPPOR- TUNITIES</u>	<u>AFF ACT HIRES</u>	<u>JUSTIFIED HIRES</u>	<u>MISSED OPPTYS</u>	<u>NOT MISSED</u>
Admin Hearings Off	1	1 100.0	0 0.0	0 0.0	0 0.0
Administration	34	12 35.3	6 17.6	0 0.0	16 47.1
Agriculture	25	10 40.0	6 24.0	0 0.0	9 36.0
Animal Health Board	1	0 0.0	1 100.0	0 0.0	0 0.0
Attorney General	9	0 0.0	0 0.0	1 11.1	8 88.9
Auditor	4	2 50.0	0 0.0	1 25.0	1 25.0
Commerce	30	3 10.0	1 3.3	4 13.3	22 73.3
Community Colleges - Metro	36	5 13.9	4 11.1	2 5.6	25 69.4
Community Colleges - Other	23	3 13.0	0 0.0	1 4.3	19 82.6
Corrections - Metro	74	8 10.8	10 13.51	32 2.70	54 73.0

<u>AGENCY</u>	<u>OPPOR- TUNITIES</u>	<u>AFF ACT HIRES</u>	<u>JUSTIFIED HIRES</u>	<u>MISSED OPPTYS</u>	<u>NOT MISSED</u>
Corrections - Other	14	1 7.1	4 28.6	0 0.0	9 64.3
Education	24	4 16.7	2 8.3	0 0.0	18 75.0
Employee Relations	3	0 0.0	1 33.3	0 0.0	2 66.7
Energy & Econ Dev	17	6 35.3	0 0.0	3 17.6	8 47.1
Finance	7	4 57.1	0 0.0	0 0.0	3 42.9
Health	51	9 17.6	2 3.9	2 3.9	38 74.5
Higher Educ Coord Bd	10	1 10.0	0 0.0	0 0.0	9 90.0
Housing Finance	7	3 42.9	0 0.0	0 0.0	4 57.1
Human Rights	5	0 0.0	0 0.0	0 0.0	5 100.0
Human Services - Metro	80	8 10.0	17 21.3	5 6.3	50 62.5
Human Services - Other	173	20 11.6	28 16.2	3 1.7	122 70.5
Iron Rge Res & Rehab	2	1 50.0	0 0.0	0 0.0	1 50.0
Jobs & Training - Metro	49	11 22.4	6 12.24	2 4.08	30 61.2
Jobs & Training - Other	21	2 9.5	3 14.3	0 0.0	16 76.2
Labor & Industry	27	5 18.5	3 11.1	1 3.7	18 66.7
Military Affairs	17	2 11.8	0 0.0	4 23.5	11 64.7
Natural Resources - Metro	33	10 30.3	4 12.1	0 0.0	19 57.6
Natural Resources - Other	45	7 15.6	1 2.2	1 2.2	36 80.0
Pollution Control	41	1 2.4	3 7.3	0 0.0	37 90.2

<u>AGENCY</u>	<u>OPPOR- TUNITIES</u>	<u>AFF. ACT HIRES</u>	<u>JUSTIFIED HIRES</u>	<u>MISSED OPPTYS</u>	<u>NOT MISSED</u>
Pub Emp Ret Assn	3	0 0.0	0 0.0	0 0.0	3 100.0
Public Safety	77	6 7.8	9 11.7	1 1.3	61 79.2
Public Service	7	1 14.3	1 14.3	0 0.0	5 71.4
Public Util Comm	2	0 0.0	1 50.0	0 0.0	1 50.0
Revenue	59	16 27.1	5 8.5	1 1.69	37 62.7
Secretary of State	1	0 0.0	0 0.0	0 0.0	1 100.0
State Planning	3	1 33.3	1 33.3	0 0.0	1 33.3
State Universities - Metro	5	0 0.0	1 20.0	0 0.0	4 80.0
State Universities - Other	72	14 19.4	8 11.1	0 0.0	50 69.4
Transportation - Metro	107	24 22.4	8 7.48	24 22.43	51 47.7
Transportation - Other	153	27 17.5	7 4.5	18 11.7	100 64.9
Veterans Affairs	38	8 21.1	4 10.5	0 0.0	26 68.4
Voc Tech Educ Board	9	3 33.3	2 22.2	0 0.0	4 44.4
Zoo	15	6 40.0	2 13.3	1 6.7	6 40.0
<u>TOTAL</u>	1,438	247 17.2	141 9.8	90 6.3	958 66.6

REASONS REPORTED FOR MISSED OPPORTUNITIES

Period July - December, 1986

	<u>Number Of Times Given</u>
Reason: Structured Interview Supervisor or Panel	37
Reason: Informal Application Evaluation	12
Reason: Informal Interview by Supervisor	5
Reason: Reference Check Supervisory Evaluation	5
Reason: Numerical Rank/Category Grouping of Applications	4
Reason: Score on Eligible List	4
Reason: No Response to Letter	3
Reason: Reached but not interested	2
Reason: Agency No Longer Has Disparity	2
Reason: No Response to Phone Call	1
Reason: Written Test/Job Sample Results	1

GROUP: WOMEN

DATA FROM JANUARY 1987

DEPARTMENT	TOTAL EMPLOYEES	% WOMEN	% MANAGERS	% PROF. ¹	% OTHER
Administration	790	45.32	21.43	29.73	52.22
Agriculture	430	26.05	6.67	20.00	28.48
Commerce	222	54.50	40.00	33.33	91.25
Community College System ²					
Metro	664	66.11	0	67.06	65.98
Outstate	447	64.43	0	67.90	63.66
Corrections					
Metro	1,218	29.23	11.43	35.81	28.41
Outstate	729	23.87	0	21.74	25.28
Education	615	65.69	22.73	48.57	84.03
Employee Relations	99	73.74	53.85	52.63	95.83
Energy & Economic Development	262	56.87	45.16	40.77	81.19
Finance	119	51.26	20.03	36.11	75.00
Health	721	63.80	32.26	52.35	85.98
HECB	74	71.62	0	61.11	75.00
Housing Finance Agency	122	59.02	14.29	40.00	90.00
Human Rights	67	68.66	33.33	56.10	95.65
Human Services					
Metro	1,485	64.71	29.31	58.29	72.21
Outstate	5,631	64.71	14.29	56.14	67.84
Jobs & Training					
Metro	1,472	54.69	18.00	33.95	85.13
Outstate	649	47.77	14.29	25.17	95.69
Labor & Industry	363	57.02	26.67	39.17	68.42
Military Affairs					
Metro	88	25.00	0	28.57	24.69
Outstate	314	18.79	0	7.69	19.27
Natural Resources					
Metro	653	37.83	15.22	20.74	60.92
Outstate	1,296	14.81	0	3.56	28.89
Pollution Control Agency	448	40.85	18.18	30.97	85.06
Public Safety	1,739	39.79	26.92	20.32	42.40
Public Service	86	30.23	16.67	30.00	32.00
Revenue	1,055	55.64	9.52	29.10	86.14
State Planning Agency	125	40.80	25.00	32.86	61.54
State University System ²					
Metro	79	72.22	0	40.00	82.61
Outstate	1,734	60.32	16.67	39.90	63.21
Transportation					
Metro	2,567	19.05	6.82	17.11	20.13
Outstate	2,228	9.25	2.94	11.04	9.22
Veterans Affairs	431	55.92	0	70.13	53.58
Zoological Gardens	218	42.20	33.33	44.44	42.02
TOTAL	29,355				

Statewide Summary of Women

All Departments 30,726 45.93 19.28 36.11 51.20

Women comprise 50.99% of Minnesota's population. (Includes racial/ethnic women)

1. Professionals include employees in the Health Care Professional, Professional Engineering, Health Treatment Professional, General Professional and Professional Residential Instructional bargaining units, and Professionals in the Commissioner's Plan

2. Does not include faculty and administration.

GROUP: RACIAL/ETHNIC MEMBERS (Includes: Blacks, Hispanics, Asians & American Indians)
 DATA FROM JANUARY 1987

DEPARTMENT	TOTAL EMPLOYEES	% RACIAL/ ETHNIC	% MANAGERS	% PROF. ¹	% OTHER
Administration	790	8.61	2.38	5.41	10.12
Agriculture	430	2.56	0	3.53	2.42
Commerce	222	7.66	0	5.30	12.50
Community College System ²					
Metro	664	8.73	0	12.94	8.12
Outstate	447	4.03	0	16.05	1.37
Corrections					
Metro	1,218	7.88	5.71	6.05	8.37
Outstate	729	2.61	0	2.72	2.64
Education	615	5.69	9.09	9.29	2.24
Employee Relations	99	8.08	7.69	7.89	8.33
Energy & Economic Development	262	8.02	3.23	9.23	7.92
Finance	119	4.20	0	8.33	3.85
Health	721	4.30	3.23	3.05	6.44
HECB	74	8.11	0	16.67	5.36
Housing Finance Agency	122	16.39	14.29	13.95	20.00
Human Rights	67	28.36	33.33	21.95	39.13
Human Services					
Metro	1,485	4.38	3.45	5.64	3.47
Outstate	5,631	1.78	2.38	2.21	1.64
Jobs & Training					
Metro	1,472	7.27	6.00	6.30	8.66
Outstate	649	2.00	0	2.77	0.48
Labor & Industry	363	11.02	13.33	7.50	12.72
Military Affairs					
Metro	88	4.55	0	0	4.94
Outstate	314	0.32	0	0	0.33
Natural Resources					
Metro	653	4.75	2.17	3.10	7.04
Outstate	1,296	1.54	0	1.85	1.21
Pollution Control Agency	448	3.57	0	3.54	4.60
Public Safety	1,739	3.45	0	4.28	3.41
Public Service	86	2.33	0	6.67	0
Revenue	1,055	6.16	9.52	4.85	7.43
State Planning Agency	125	8.00	6.25	4.29	15.38
State University System ²					
Metro	79	6.33	0	10.00	5.80
Outstate	1,734	1.85	0	0.49	2.03
Transportation					
Metro	2,567	3.66	3.41	4.51	3.44
Outstate	2,228	2.56	0	0.65	2.75
Veterans Affairs	431	7.66	0	3.90	8.60
Zoological Gardens	218	1.38	0	0	1.60
TOTAL	29,355				

Statewide Summary for Racial/Ethnic Members

All Departments 30,726 4.17 3.96 4.58 3.99

Racial/ethnic members comprise 3.29% of Minnesota's population.

1. Professionals include employees in the Health Care Professional, Professional Engineering, Health Treatment Professional, General Professional and Professional Residential Instructional bargaining units, and Professionals in the Commissioner's Plan.
2. Does not include faculty and administration.

GROUP: BLACKS

DATA FROM JANUARY 1987

DEPARTMENT	TOTAL EMPLOYEES	% BLACK	% MANAGERS	% PROF. ¹	% OTHER
Administration	790	5.32	2.38	3.24	6.22
Agriculture	430	0.70	0	1.18	0.61
Commerce	222	2.70	0	1.52	5.00
Community College System ²					
Metro	664	5.12	0	5.88	5.01
Outstate	447	0	0	0	0
Corrections					
Metro	1,218	4.19	2.86	3.26	4.44
Outstate	729	1.23	0	1.09	1.32
Education	615	2.28	4.55	2.50	1.92
Employee Relations	99	3.03	0	2.63	4.17
Energy & Economic Development	262	1.53	0	2.31	0.99
Finance	119	2.52	0	2.78	3.85
Health	721	2.22	3.23	1.17	3.79
HECB	74	5.41	0	11.11	3.57
Housing Finance Agency	122	10.66	14.29	7.69	14.00
Human Rights	67	20.90	33.33	19.51	21.74
Human Services					
Metro	1,485	1.68	0	1.93	1.61
Outstate	5,631	0.20	0	0.31	0.16
Jobs & Training					
Metro	1,472	3.06	4.00	2.96	3.10
Outstate	649	0.46	0	0.69	0
Labor & Industry	363	7.71	13.33	6.67	7.89
Military Affairs					
Metro	88	2.27	0	0	2.47
Outstate	314	0	0	0	0
Natural Resources					
Metro	653	1.84	2.17	1.24	2.46
Outstate	1,296	0.15	0	0.28	0
Pollution Control Agency	448	1.34	0	0.88	3.45
Public Safety	1,739	1.78	0	2.67	1.70
Public Service	86	0	0	0	0
Revenue	1,055	2.94	4.76	2.99	2.81
State Planning Agency	125	1.60	6.25	1.43	0
State University System ²					
Metro	79	3.80	0	10.00	2.90
Outstate	1,734	0.17	0	0	0.20
Transportation					
Metro	2,567	1.29	2.27	1.32	1.23
Outstate	2,228	0.13	0	0	0.15
Veterans Affairs	431	3.71	0	2.60	4.01
Zoological Gardens	218	0.92	0	0	1.06
TOTAL	29,355				

Statewide Summary for Blacks

All Departments	30,726	1.66	2.17	1.79	1.58
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Blacks comprise 1.31% of Minnesota's population.

1. Professionals include employees in the Health Care Professional, Professional Engineering, Health Treatment Professional, General Professional and Professional Residential Instructional bargaining units, and Professionals in the Commissioner's Plan.

2. Does not include faculty and administration.

DEPARTMENT	TOTAL EMPLOYEES	% HISPANIC	% MANAGERS	% PROF. ¹	% OTHER
Administration	790	1.27	0	0	1.78
Agriculture	430	0.70	0	0	0.91
Commerce	222	2.70	0	0.76	6.25
Community College System ²					
Metro	664	0.90	0	2.35	0.69
Outstate	447	0.45	0	1.23	0.27
Corrections					
Metro	1,218	1.07	0	0.47	1.24
Outstate	729	0.14	0	0.54	0
Education	615	1.30	4.55	2.14	0.32
Employee Relations	99	4.04	7.69	5.26	2.08
Energy & Economic Development	262	1.15	0	0	2.97
Finance	119	0	0	0	0
Health	721	0.42	0	0.23	0.76
HECB	74	1.35	0	5.56	0
Housing Finance Agency	122	0.82	0	1.54	0
Human Rights	67	2.99	0	0	8.70
Human Services					
Metro	1,485	0.67	3.45	0.48	0.62
Outstate	5,631	0.21	0	0.15	0.23
Jobs & Training					
Metro	1,472	1.43	0	0.86	2.29
Outstate	649	0.62	0	0.92	0
Labor & Industry	363	1.93	0	0	3.07
Military Affairs					
Metro	88	2.27	0	0	2.47
Outstate	314	0	0	0	0
Natural Resources					
Metro	653	1.38	0	0.62	2.46
Outstate	1,296	0.15	0	0.14	0.17
Pollution Control Agency	448	0.67	0	0.59	1.15
Public Safety	1,739	0.75	0	0.53	0.79
Public Service	86	2.33	0	6.67	0
Revenue	1,055	1.52	4.76	0	3.01
State Planning Agency	125	3.20	0	1.43	7.69
State University System ²					
Metro	79	0	0	0	0
Outstate	1,734	0.46	0	0.49	0.46
Transportation					
Metro	2,567	0.90	1.14	0.75	0.92
Outstate	2,228	0.49	0	0	0.54
Veterans Affairs	431	0.70	0	0	0.86
Zoological Gardens	218	0.46	0	0	0.53
TOTAL	29,355				

Statewide Summary for Hispanics

All Departments	30,726	0.76	0.89	0.55	0.84
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Hispanics comprise .79% of Minnesota's population.

1. Professionals include employees in the Health Care Professional, Professional Engineering, Health Treatment Professional, General Professional and Professional Residential Instructional bargaining units, and Professionals in the Commissioner's Plan.

2. Does not include faculty and administration.

GROUP: ASIAN

DATA FROM JANUARY 1987

DEPARTMENT	TOTAL EMPLOYEES	% ASIAN	% MANAGERS	% PROF. ¹	% OTHER
Administration	790	1.14	0	2.16	0.89
Agriculture	430	0.70	0	2.35	0.30
Commerce	222	0.90	0	1.52	0
Community College System ²					
Metro	664	0.90	0	0	1.04
Outstate	447	0	0	0	0
Corrections					
Metro	1,218	0.74	2.86	1.86	0.41
Outstate	729	0.27	0	0	0.38
Education	615	0.65	0	1.43	0
Employee Relations	99	0	0	0	0
Energy & Economic Development	262	4.58	3.23	6.92	1.98
Finance	119	0.84	0	2.78	0
Health	721	1.39	0	1.41	1.52
HECB	74	0	0	0	0
Housing Finance Agency	122	2.46	0	3.08	2.00
Human Rights	67	1.49	0	2.44	0
Human Services					
Metro	1,485	1.08	0	1.93	0.50
Outstate	5,631	0.48	0	1.22	0.26
Jobs & Training					
Metro	1,472	1.49	2.00	1.85	0.98
Outstate	649	0	0	0	0
Labor & Industry	363	0.55	0	0	0.88
Military Affairs					
Metro	88	0	0	0	0
Outstate	314	0	0	0	0
Natural Resources					
Metro	653	0.61	0	1.24	0
Outstate	1,296	0.08	0	0	0.17
Pollution Control Agency	448	0.67	0	0.88	0
Public Safety	1,739	0.35	0	1.07	0.26
Public Service	86	0	0	0	0
Revenue	1,055	1.23	0	1.87	0.60
State Planning Agency	125	0.80	0	0	2.56
State University System ²					
Metro	79	0	0	0	0
Outstate	1,734	0.35	0	0	0.39
Transportation					
Metro	2,567	0.66	0	2.07	0.31
Outstate	2,228	0.13	0	0	0.15
Veterans Affairs	431	0.93	0	1.30	0.86
Zoological Gardens	218	0	0	0	0
TOTAL	29,355				

Statewide Summary for Asians

All Departments	30,726	0.63	0.51	1.22	0.37
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Asians comprise .65% of Minnesota's population.

1. Professionals include employees in the Health Care Professional, Professional Engineering, Health Treatment Professional, General Professional and Professional Residential Instructional bargaining units, and Professionals in the Commissioner's Plan.
2. Does not include faculty and administration.

<u>DEPARTMENT</u>	<u>TOTAL EMPLOYEES</u>	<u>% INDIAN</u>	<u>% MANAGERS</u>	<u>% PROF.¹</u>	<u>% OTHER</u>
Administration	790	0.89	0	0	1.24
Agriculture	430	0.47	0	0	0.61
Commerce	222	1.35	0	1.52	1.25
Community College System ²					
Metro	664	1.66	0	4.71	1.21
Outstate	447	3.58	0	14.81	1.09
Corrections					
Metro	1,218	1.89	0	0.47	2.27
Outstate	729	0.96	0	1.09	0.94
Education	615	1.46	0	3.21	0
Employee Relations	99	0	0	0	0
Energy & Economic Development	262	0.76	0	0	1.98
Finance	119	0.84	0	2.78	0
Health	721	0.28	0	0.23	0.38
HECB	74	1.35	0	0	1.79
Housing Finance Agency	122	2.46	0	1.54	4.00
Human Rights	67	2.99	0	0	8.70
Human Services					
Metro	1,485	0.74	0	0.97	0.62
Outstate	5,631	0.85	2.38	0.53	0.94
Jobs & Training					
Metro	1,472	1.09	0	0.62	1.80
Outstate	649	0.92	0	1.15	0.48
Labor & Industry	363	0.83	0	0.83	0.88
Military Affairs					
Metro	88	0	0	0	0
Outstate	314	0.32	0	0	0.33
Natural Resources					
Metro	653	0.92	0	0	2.11
Outstate	1,296	1.16	0	1.42	0.87
Pollution Control Agency	448	0.89	0	1.18	0
Public Safety	1,739	0.58	0	0	0.66
Public Service	86	0	0	0	0
Revenue	1,055	0.47	0	0	1.00
State Planning Agency	125	1.60	0	1.43	2.56
State University System ²					
Metro	79	2.53	0	0	2.90
Outstate	1,734	0.87	0	0	0.98
Transportation					
Metro	2,567	0.82	0	0.38	0.98
Outstate	2,228	1.80	0	0.65	1.91
Veterans Affairs	431	1.62	0	0	2.01
Zoological Gardens	218	0	0	0	0
TOTAL	29,355				

Statewide Summary for American Indians

All Departments	30,726	1.04	0.38	0.89	1.13
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American Indians comprise .86% of Minnesota's population.

1. Professionals include employees in the Health Care Professional, Professional Engineering, Health Treatment Professional, General Professional and Professional Residential Instructional bargaining units, and Professionals in the Commissioner's Plan.
2. Does not include faculty and administration.

GROUP: HANDICAPPED

DATA FROM JANUARY 1987

DEPARTMENT	TOTAL EMPLOYEES	% HAND.	% MANAGERS	% PROF. ¹	% OTHER
Administration	790	6.46	2.38	6.49	6.75
Agriculture	430	13.02	26.67	16.47	11.52
Commerce	222	5.41	0	6.82	3.75
Community College System ²					
Metro	664	4.52	0	4.71	4.49
Outstate	447	3.36	0	2.47	3.55
Corrections					
Metro	1,218	10.51	25.71	10.23	10.02
Outstate	729	9.05	0	9.78	9.06
Education	615	6.99	4.55	6.79	7.35
Employee Relations	99	3.03	7.69	0	4.17
Energy & Economic Development	262	2.67	3.23	2.31	2.97
Finance	119	10.08	6.45	8.33	13.46
Health	721	4.44	0	3.29	6.82
HECB	74	4.05	0	5.56	3.57
Housing Finance Agency	122	5.74	0	9.23	2.00
Human Rights	67	10.45	0	7.32	17.39
Human Services					
Metro	1,485	6.67	6.90	4.67	8.19
Outstate	5,631	6.61	11.90	5.64	6.85
Jobs & Training					
Metro	1,472	7.68	12.00	8.27	6.54
Outstate	649	10.63	28.57	13.63	3.83
Labor & Industry	363	19.01	26.67	16.67	19.74
Military Affairs					
Metro	88	2.27	0	0	2.47
Outstate	314	2.55	0	0	2.66
Natural Resources					
Metro	653	7.96	10.87	6.81	8.80
Outstate	1,296	6.56	6.25	6.13	7.09
Pollution Control Agency	448	7.37	9.09	7.37	6.90
Public Safety	1,739	2.82	3.85	2.67	2.82
Public Service	86	16.28	16.67	10.00	20.00
Revenue	1,055	4.45	0	5.60	3.41
State Planning Agency	125	4.80	6.25	5.71	2.56
State University System ²					
Metro	79	3.80	0	0	4.35
Outstate	1,734	3.63	16.67	1.48	3.87
Transportation					
Metro	2,567	8.53	9.09	5.45	9.35
Outstate	2,228	10.37	8.82	3.90	10.88
Veterans Affairs	431	7.66	20.00	6.49	7.74
Zoological Gardens	218	11.47	0	11.11	11.70
TOTAL	29,355				

Statewide Summary for Handicapped

All Departments	30,726	6.97	8.43	6.61	7.07
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Handicapped persons comprise 14.5% of Minnesota's population.

1. Professionals include employees in the Health Care Professional, Professional Engineering, Health Treatment Professional, General Professional and Professional Residential Instructional bargaining units, and Professionals in the Commissioner's Plan.

2. Does not include faculty and administration.

DEPARTMENT	TOTAL EMPLOYEES	% VETERAN	% MANAGERS	% PROF. ¹	% OTHER
Administration	790	8.10	14.29	15.14	5.33
Agriculture	430	12.09	0	4.71	14.55
Commerce	222	6.31	0	9.85	1.25
Community College System ²					
Metro	664	6.93	0	8.24	6.74
Outstate	447	4.92	0	3.70	5.19
Corrections					
Metro	1,218	14.94	2.86	13.95	15.60
Outstate	729	16.19	13.33	16.30	16.23
Education	615	3.90	9.09	5.36	2.24
Employee Relations	99	4.04	0	10.53	0
Energy & Economic Development	262	3.82	3.23	6.92	0
Finance	119	10.08	12.90	16.67	3.85
Health	721	6.66	6.45	9.15	2.65
HECB	74	6.76	0	5.56	7.14
Housing Finance Agency	122	13.93	14.29	23.08	2.00
Human Rights	67	8.96	66.67	9.76	0
Human Services					
Metro	1,485	3.97	12.07	5.96	1.86
Outstate	5,631	6.20	7.14	7.93	5.66
Jobs & Training					
Metro	1,472	7.20	20.00	11.36	0.65
Outstate	649	15.10	0	22.63	0
Labor & Industry	363	8.54	6.67	14.17	5.70
Military Affairs					
Metro	88	10.23	0	28.57	8.64
Outstate	314	6.37	0	30.77	5.32
Natural Resources					
Metro	653	10.41	8.70	14.86	5.63
Outstate	1,296	16.67	12.50	20.51	12.11
Pollution Control Agency	448	12.28	31.82	12.98	4.60
Public Safety	1,739	11.39	7.69	16.04	10.88
Public Service	86	15.12	33.33	16.67	12.00
Revenue	1,055	7.20	4.76	12.50	1.61
State Planning Agency	125	3.20	0	4.29	2.56
State University System ²					
Metro	79	1.27	0	0	1.45
Outstate	1,734	8.54	0	11.82	8.13
Transportation					
Metro	2,567	13.17	10.23	8.46	14.59
Outstate	2,228	14.63	14.71	9.74	15.00
Veterans Affairs	431	12.76	60.00	9.09	12.89
Zoological Gardens	218	10.09	33.33	7.41	10.11
TOTAL	29,355				

Statewide Summary for Vietnam Veterans

All Departments 30,726 9.44 10.47 11.53 8.48

Vietnam Veterans comprise 9.0% of Minnesota's population.

1. Professionals include employees in the Health Care Professional, Professional Engineering, Health Treatment Professional, General Professional and Professional Residential Instructional bargaining units, and Professional in the Commissioner's Plan.

2. Does not include faculty and administration.

