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## **AFRICAN AMERICAN EMPLOYMENT PLAN REPORT**

**FISCAL YEAR 2018**

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***March 2019***

African American Employment Plan Report  
Fiscal Year 2018

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**INTRODUCTION**

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The enclosed materials contain fiscal year 2018 (July 1, 2017 through June 30, 2018) responses from Illinois' public Community College System to the *African American Employment Plan Survey* ([Public Act 096-1341](#)). The legislation requests that each community college provide an annual assessment of strategies and progress in the hiring and promotion of African American persons at supervisory, technical, professional and managerial levels.

Fiscal year 2018 is the ninth year that community colleges, public universities, and state agencies have been asked to furnish African American Employment Plans. The Illinois Community College System consists of 48 colleges that blanket the state and provide equal education, training, and employment opportunities to all individuals. A map of the System appears on the next page. College officials recognize that a diverse faculty, staff, and student body enriches and improves the educational environment for everyone. These reporting requirements allow colleges to provide additional information about their efforts to hire and promote individuals who are African American. The report compliments activities and initiatives that are described in the annual *Illinois Community College System Underrepresented Groups Report* which addresses legislative reporting requirements in [Board of Higher Education Act](#) (Sec. 8. and Sec. 9.16). Underrepresented groups reporting aims to increase participation and achievement among students who are academically or financially at risk, including minorities, women, and individuals with disabilities, as well as first-generation students and low-income students. Other complementary initiatives are the *Asian American Employment Plan Survey* ([Public Act 097-0856](#)), the *Hispanic Employment Plan Survey*, and the *Bilingual Needs and Bilingual Pay Survey* ([Public Act 096-1286](#)). These surveys provide an annual assessment of initiatives and progress in hiring and promoting Asian Americans and Hispanics at local community colleges. Recent editions of the *Underrepresented Groups Report* and the *African American, Asian American, and Hispanic Employment Plan Reports* are available on the [ICCB website](#).

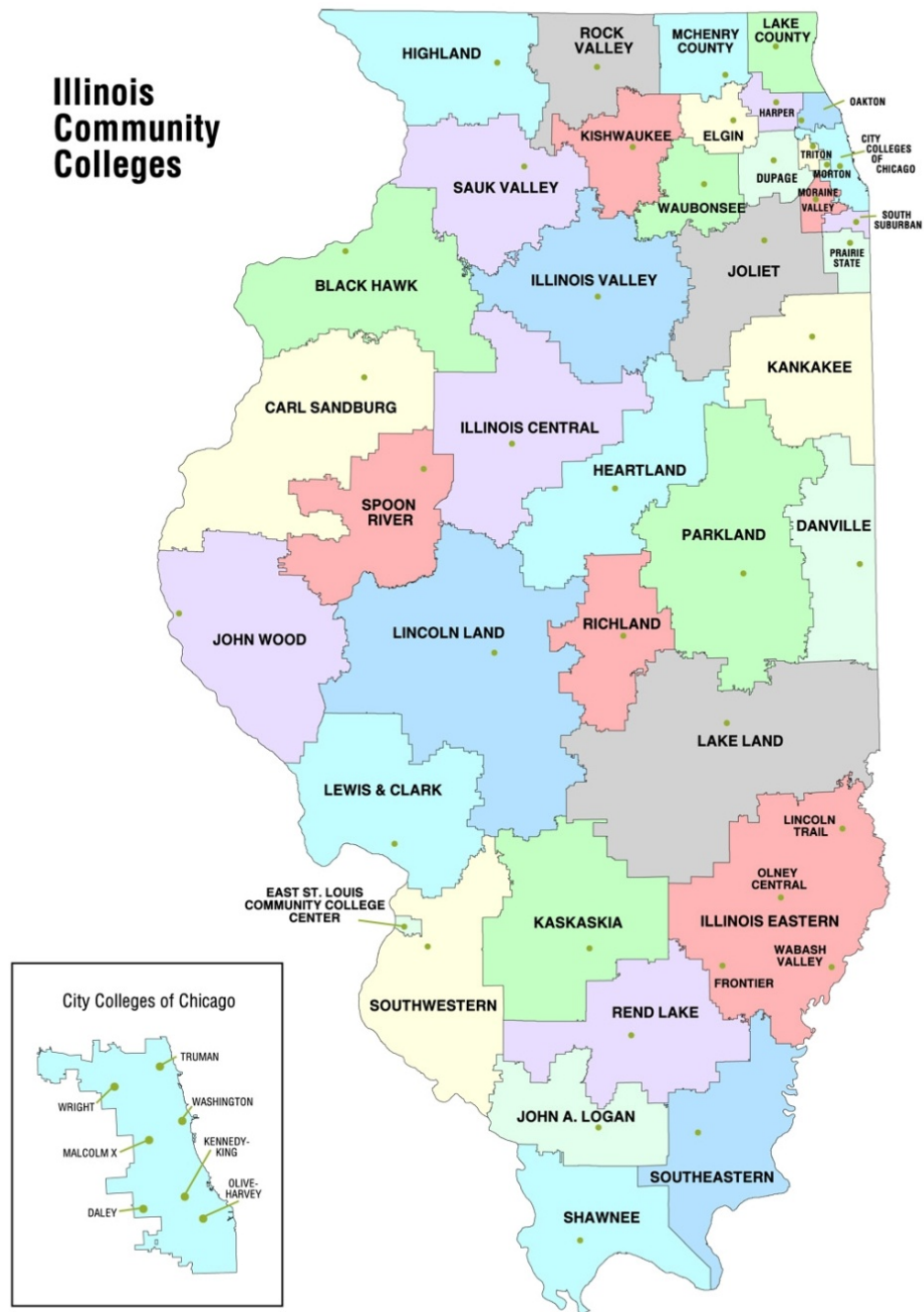
The *African American Employment Plan Survey Report* begins with demographic information about the state of Illinois, and annual community college credit program enrollments, completions, and staffing. Then individual college responses to standardized surveys addressing components of the legislation are provided. These surveys were adapted from forms developed by the State of Illinois' Department of Central Management Services. The Illinois Board of Higher Education collects similar information for the public four-year universities.

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**MAP OF ILLINOIS COMMUNITY COLLEGES**

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## DEMOGRAPHIC INFORMATION

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This section of the report provides an overview of the race/ethnicity composition of the State of Illinois' population, students enrolled in community college credit programs, graduates, and college faculty and staff. Illinois census data are provided to offer an external reference point for reviewing Illinois Community College System information. Community college demographic data on credit students and completers are gathered from the colleges through the Annual Enrollment and Completion submissions (A1 and A2). Analyses are included about the race/ethnicity distribution of community college credit students for selected broad program areas (PCS). Staffing data referenced in the following pages are from the Annual Faculty, Staff, and Salary submission (C3).

### State of Illinois' Race/Ethnicity Distribution

State census data show that Illinois' population was 12.80 million in 2017 compared to 12.83 million in 2010, and 12.42 million in 2000 ([U.S. Census 2000 Illinois](#), [U.S. Census 2010](#), enter Illinois, and [2018 Index of Need](#) Table 1). These detailed Illinois census data indicate that the state's population grew 3.1 percent between 2000 and 2017. The state population, however, decreased 0.2 percent between 2010 and 2017. Illinois' 2017 census estimate shows that White/Caucasian remained the largest race/ethnicity group. However, minority populations were responsible for Illinois' overall population growth from 2000 to 2017, as the percent of Caucasians decreased from 73.5 percent to 71.2 percent of the population ([U.S. Census 2000 Illinois](#) and [2018 Index of Need](#) Table 1).

Minority populations were responsible for Illinois' overall population growth from 2000 to 2017.
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The race/ethnicity data collection methodology changed for the 2000 census and continued in the 2017 census data. The 2017 census data showed that 2.0 percent of all Illinoisans identified themselves as two or more races. These individuals are included in the "Some Other Race\*\*" column in [Table 1](#). The question on Hispanic ethnicity was asked independently from an individual's race beginning in 2000 and is reflected in the data in the table. These duplicated Hispanic population counts show substantial growth, from 1,530,262 in 2000 to 2,209,323 in 2017 ([U.S. Census 2000 Illinois](#) and [2018 Index of Need](#) Table 1).

Illinois' largest minority group in 2000 was African American and in 2017 was Hispanic. Compared to 2000, African American counts in 2017 decreased from 15.1 percent to 14.6 percent, whereas Asian American counts increased from 3.4 percent to 5.8 percent, Native American from 0.2 percent to 0.6 percent, and Hispanic from 12.3 percent to 17.3 percent.

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**Table 1**  
**State of Illinois Race/Ethnicity Distribution (Census)**

	<i>White/ Caucasian</i>	<i>African American</i>	<i>Asian* American</i>	<i>Native American</i>	<i>Some Other Race**</i>	<i>Hispanic/Latino*** (Duplicated)</i>
2000	73.5%	15.1%	3.4%	0.2%	7.7%	12.3%
2010	71.5%	14.5%	4.6%	0.3%	9.0%	15.8%
2017	71.2%	14.6%	5.8%	0.6%	7.8%	17.3%

\*Includes Pacific Islander

\*\*Includes two or more races

\*\*\* Respondents identify their race; they also identify themselves in terms of Latino/Hispanic ethnicity

SOURCE OF DATA: U. S. Census Bureau, 2000 and 2010 & 2018 Index of Need, Table 1.

**Race/Ethnicity Distribution in Community College System Credit Programs**

Overall in fiscal year 2018, minority students accounted for 45.4 percent of the individuals enrolled in credit coursework at Illinois community colleges whose ethnicity was known. Race/ethnicity classifications are aligned with U.S. Department of Education collection and reporting standards. Fiscal year 2018 data show that minority representation was similar to the prior year (fiscal year 2017 = 44.1 percent). Fiscal year 2018 results are above the five-year average (43.0 percent). Students identifying themselves as Hispanic students—116,866 in fiscal year 2018—accounted for the largest number of minority enrollments this year. African American students—67,101 in fiscal year 2018—constitute the second largest minority group in the latest data. Asian American students—24,590 in fiscal year 2018—constitute the third largest minority group enrolled in the Illinois Community College System. The fiscal year 2018 proportionate representation by Hispanic students was higher by about one percentage point in comparison to the prior year (23.4 percent in fiscal year 2018 versus 22.3 percent in fiscal year 2017). While African American students accounted for the largest number of minority enrollments in fiscal year 2012 for the first time since fiscal year 1999, the fiscal year 2018 African American student proportional representation was slightly lower in comparison to the prior year (13.5 percent in fiscal year 2018 versus 13.6 percent in fiscal year 2017). Over the longer term—over the past five years—a decrease in the Illinois Community College System’s minority enrollments was noted among students identifying themselves as Pacific Islander (-72.0 percent), Native American (-60.8 percent), African American (-35.2 percent), and Asian American (-15.9 percent), while an increase was noted among students identifying themselves as Nonresident Alien (154.9 percent) and Hispanic (0.5 percent).

African American students—67,101 in fiscal year 2018—constitute the second largest minority group enrolled in the Illinois Community College System.

Student race/ethnicity representation varies across broad program areas (PCS). **Table 2** contains information about the race/ethnicity distribution of Adult Education [Adult Basic Education (ABE) and Adult Secondary Education (ASE)] and English-as-a-Second Language (ESL) enrollments. Minority students accounted for nearly three-fourths (72.9 percent) of the individuals enrolled in community college Adult Education coursework. In fiscal year 2018, Hispanic students accounted for over forty percent of Adult Education enrollments and African American students for over one-fourth of those enrollments (40.2 percent and 26.6 percent, respectively). Additionally, minority students accounted for about eight out of every ten (80.3

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percent) individuals enrolled in community college ESL coursework during fiscal year 2018. Hispanic students accounted for nearly two-thirds (62.4 percent) of the community college ESL students, followed by Asian American students (10.7 percent) and African American students (5.4 percent).

**Table 2**  
**Fiscal Year 2018 Minority Students Enrolled in Adult Education  
and English as a Second Language Programs**

<i><b>Program</b></i>	<i><b>African American</b></i>	<i><b>Hispanic/ Latino</b></i>	<i><b>Asian American</b></i>	<i><b>Nonresident Alien</b></i>	<i><b>Native American</b></i>	<i><b>Pacific Islander</b></i>	<i><b>Two or More Races</b></i>	<i><b>Minority Subtotal</b></i>
<b>ABE/ASE %</b>	<b>26.6%</b>	<b>40.2%</b>	<b>4.4%</b>	<b>0.4%</b>	<b>0.3%</b>	<b>0.1%</b>	<b>0.9%</b>	<b>72.9%</b>
Number	7,141	10,805	1,173	109	70	31	253	19,582
<b>ESL %</b>	<b>5.4%</b>	<b>62.4%</b>	<b>10.7%</b>	<b>1.6%</b>	<b>0.1%</b>	<b>0.1%</b>	<b>0.2%</b>	<b>80.3%</b>
Number	1,593	18,524	3,161	463	15	30	53	23,839

**SOURCE OF DATA:** ICCB Centralized Data System—Annual Enrollment and Completion (A1) Data

**Table 3** provides the distribution of minority students enrolled in Transfer and Career and Technical Education (CTE) programs. During fiscal year 2018, minorities comprised about four out of every ten (43.7 percent) Transfer enrollees. An examination of each minority race/ethnicity group's representation across the Transfer program area indicates that Hispanic students accounted for the largest minority group enrollments (21.6 percent), followed by African American students (12.6 percent), Asian American students (5.2 percent), students of Two or More Races (3.0 percent), Nonresident Alien students (1.0 percent), Native American students (0.2 percent), and Pacific Islander students (0.1 percent). **Table 3** also shows that about one-third of students enrolled in CTE programs were members of a minority group (35.0 percent). Hispanic students also had the highest representation among minorities in CTE programs and accounted for 16.5 percent of the population. African American students had the second largest CTE program enrollment (11.8 percent), followed by Asian American students (3.9 percent), students of Two or More Races (2.0 percent), Nonresident Alien students (0.6 percent), Native American students (0.3 percent), and Pacific Islander students (0.1 percent).

**Table 3**  
**Fiscal Year 2018 Minority Students Enrolled in Transfer  
and Career and Technical Education Programs**

<i><b>Program</b></i>	<i><b>African American</b></i>	<i><b>Hispanic/ Latino</b></i>	<i><b>Asian American</b></i>	<i><b>Nonresident Alien</b></i>	<i><b>Native American</b></i>	<i><b>Pacific Islander</b></i>	<i><b>Two or More Races</b></i>	<i><b>Minority Subtotal</b></i>
<b>Transfer %</b>	<b>12.6%</b>	<b>21.6%</b>	<b>5.2%</b>	<b>1.0%</b>	<b>0.2%</b>	<b>0.1%</b>	<b>3.0%</b>	<b>43.7%</b>
Number	33,462	57,408	13,799	2,591	563	248	7,927	115,998
<b>CTE %</b>	<b>11.8%</b>	<b>16.5%</b>	<b>3.9%</b>	<b>0.6%</b>	<b>0.3%</b>	<b>0.1%</b>	<b>2.0%</b>	<b>35.0%</b>
Number	15,439	21,644	5,055	732	375	123	2,565	45,933

**SOURCE OF DATA:** ICCB Centralized Data System—Annual Enrollment and Completion (A1) Data

The following section of the report supplies information about the race/ethnicity characteristics of students who graduated in fiscal year 2018. It provides a point-in-time or cross-cutting count



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of the number of degrees and certificates awarded to minority students within the Illinois Community College System during fiscal year 2018.

Nearly twice as many CTE degrees and certificates were completed than Transfer degrees by minority students during fiscal year 2018.

Across all minority groups in 2018, CTE program graduates far outnumbered Transfer program graduates. **Table 4** shows that during fiscal year 2018, nearly twice as many CTE degrees and certificates (N = 14,216) were completed than Transfer degrees (N =

8,165) by minority students. Minority students accounted for 34.7 percent of all CTE graduates, compared to 39.5 percent of Transfer graduates. Hispanic students accounted for the largest minority group for completions in CTE programs (16.9 percent), followed by African American students (11.3 percent), Asian American students (3.7 percent), students of Two or More Races (1.8 percent), Nonresident Alien students (0.6 percent), Native American students (0.3 percent), and Pacific Islander students (0.1 percent). The fiscal year 2018 proportional representation of the African American CTE program graduates (11.3 percent) was lower by 0.7 percentage points from fiscal year 2017 (12.0 percent). Hispanic students accounted for the largest group of Transfer minority graduates (21.8 percent), followed by African American students (9.7 percent), Asian American students (4.3 percent), students of Two or More Races (2.5 percent), Nonresident Alien students (0.9 percent), Native American students (0.2 percent), and Pacific Islander students (0.1 percent). The fiscal year 2018 proportional representation of the African American Transfer graduates (9.7 percent) was lower by 0.6 percentage points from the prior year (10.3 percent).

**Table 4**  
**Fiscal Year 2018 Minority Student Completers in**  
**Transfer and Career and Technical Education Programs**

<i><b>Program</b></i>	<i><b>African American</b></i>	<i><b>Hispanic/Latino</b></i>	<i><b>Asian American</b></i>	<i><b>Nonresident Alien</b></i>	<i><b>Native American</b></i>	<i><b>Pacific Islander</b></i>	<i><b>Two or More Races</b></i>	<i><b>Minority Subtotal</b></i>
<b>Transfer %</b>	<b>9.7%</b>	<b>21.8%</b>	<b>4.3%</b>	<b>0.9%</b>	<b>0.2%</b>	<b>0.1%</b>	<b>2.5%</b>	<b>39.5%</b>
Number	2,005	4,502	881	189	45	23	520	8,165
<b>CTE %</b>	<b>11.3%</b>	<b>16.9%</b>	<b>3.7%</b>	<b>0.6%</b>	<b>0.3%</b>	<b>0.1%</b>	<b>1.8%</b>	<b>34.7%</b>
Number	4,619	6,930	1,512	237	143	33	742	14,216

**SOURCE OF DATA: ICCB Centralized Data System—Annual Enrollment and Completion (A1 & A2) Data**

**Table 5** shows that in fiscal year 2018, minority faculty and staff accounted for 19.4 percent of tenured faculty/officials and managers (a 6.6 percent increase from fiscal year 2017), 17.1 percent of non-tenured faculty (a 6.0 percent increase from fiscal year 2017), 32.1 percent of professional staff/protective service workers (a 16.6 percent increase from fiscal year 2017), 32.3 percent of office and clerical/paraprofessionals (a 6.4 percent increase from fiscal year 2017), and 41.7 percent of service maintenance employees (a 4.1 percent decrease from fiscal year 2017).

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**Table 5**  
**Fiscal Year 2018 Minority Faculty and Staff in Illinois Community Colleges**

	<i><b>Tenured Faculty/ Officials and Managers</b></i>	<i><b>Non- tenured Faculty</b></i>	<i><b>Professional Staff/ Protective Service Workers</b></i>	<i><b>Office and Clerical/ Para- professionals</b></i>	<i><b>Service Maintenance</b></i>
<i><b>African American %</b></i>	<b>9.8%</b>	<b>7.7%</b>	<b>15.3%</b>	<b>16.3%</b>	<b>24.1%</b>
Number	596	1,182	1,442	668*	646
<i><b>Hispanic/Latino %</b></i>	<b>4.5%</b>	<b>4.1%</b>	<b>10.9%</b>	<b>11.9%</b>	<b>14.4%</b>
Number	273	634	1,030	487	386
<i><b>Asian American %</b></i>	<b>3.4%</b>	<b>4.0%</b>	<b>3.4%</b>	<b>2.6%</b>	<b>0.9%</b>
Number	210	624	323	107	25
<i><b>Nonresident Alien %</b></i>	<b>0.3%</b>	<b>0.4%</b>	<b>0.5%</b>	<b>0.4%</b>	<b>1.0%</b>
Number	19	59	45	16	28
<i><b>Native American %</b></i>	<b>0.2%</b>	<b>0.2%</b>	<b>0.2%</b>	<b>0.2%</b>	<b>0.3%</b>
Number	15	27	18	10	8
<i><b>Pacific Islander %</b></i>	<b>0.0%</b>	<b>0.1%</b>	<b>0.1%</b>	<b>0.0%</b>	<b>0.2%</b>
Number	3	15	12	0	5
<i><b>Two or More Races %</b></i>	<b>1.0%</b>	<b>0.7%</b>	<b>1.6%</b>	<b>0.9%</b>	<b>0.8%</b>
Number	63	101	147	39	21
<i><b>Minority Subtotal %</b></i>	<b>19.4%</b>	<b>17.1%</b>	<b>32.1%</b>	<b>32.3%</b>	<b>41.7%</b>
Number	1,179	2,642	3,017	1,327	1,119

\*Includes revised college figures

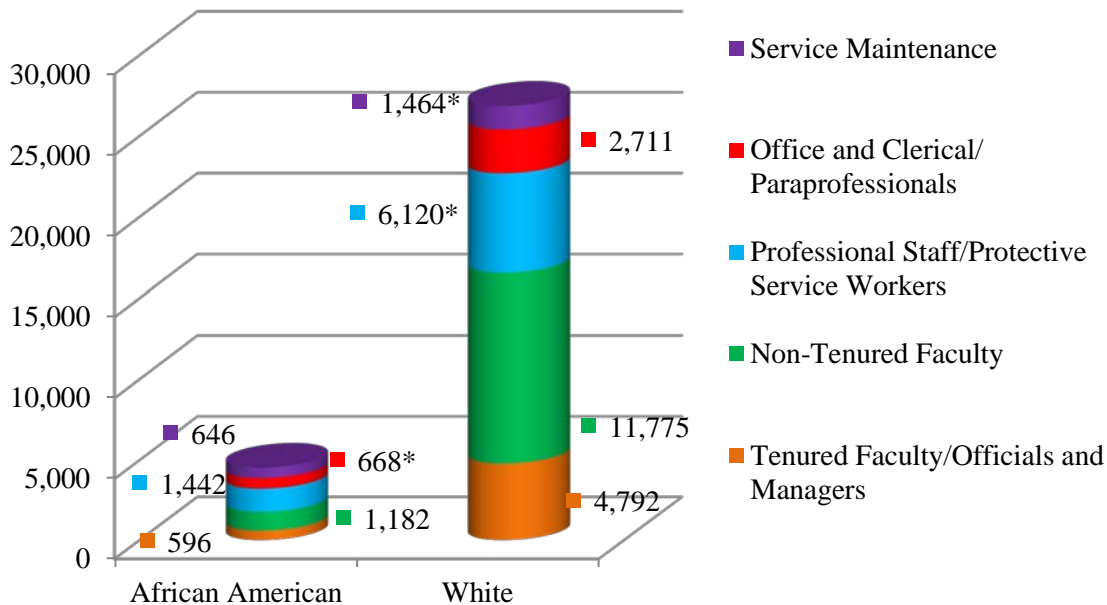
**SOURCE OF DATA:** ICCB Centralized Data System—Annual Faculty, Staff, and Salary (C3) Data and the Hispanic Employment Plan survey.

In fiscal year 2018, African American faculty and staff accounted for 9.8 percent of tenured faculty/officials and managers, 7.7 percent of non-tenured faculty, 15.3 percent of professional staff/protective service workers, 16.2 percent of office and clerical/paraprofessionals, and 24.1 percent of service maintenance employees. [Figure 1](#) shows the African American employee counts in comparison to the White employee counts at Illinois Community Colleges in fiscal year 2018.

Faculty, staff, administrators, and board members at each community college accept the responsibility of meeting the needs and demands of the area community and their constituents. To thrive in the competitive higher education marketplace, community colleges have adopted a strong customer and community focus. Hence, the colleges continue striving to reflect the communities in which they are located.

# African American Employment Plan Report Fiscal Year 2018

**Figure 1**  
**Comparison of African American Employees to White Employees  
at Illinois Community Colleges in Fiscal Year 2018**



\*Includes revised college figures

**SOURCE OF DATA:** ICCB Centralized Data System—Annual Faculty, Staff, and Salary (C3) Data and the Hispanic Employment Plan survey.

An important component of the African American Employment Plan Report is identifying the Community College District Utilization Rate for African American employees. It was calculated as each college's percentage of overall African American district population (16 years and older) minus the percentage of African American faculty and staff [tenured faculty/officials and managers (including executive and administrative positions); non-tenured faculty (including adjunct faculty); professional staff/protective service workers; office and clerical/paraprofessionals; and service maintenance employment classifications] at each community college. A negative utilization rate demonstrates underrepresentation of African Americans in the workforce. Please see Table 6, Table 7, and Table 8 for detailed information.

The following pages contain the responses from the Illinois Community College System to the African American Employment Plan Survey ([Public Act 096-1341](#)). College responses appear in alphabetical order by college name. Information was collected on African American employees, funded positions, and African American employment initiatives at Illinois community colleges.

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**AFRICAN AMERICAN EMPLOYMENT PLAN RESULTS**

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## African American Employment Plan Survey (SB 3531/P.A. 96-1341)

### Fiscal Year 2018

Public Act 96-1341 requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty and staff at state colleges and universities. This report is required as part of the larger State African American Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

### Black Hawk College

As of June 30, 2018, provide the number of faculty up for tenure at your institution:

	Total that received tenure	Total that did not receive tenure	Total African American faculty that received tenure	Total African American faculty that did not receive tenure
Total #	2	1	0	0

As of June 30, 2018, provide the number of faculty that separated or left the community college (retired or resigned):

	Total #
Total faculty that experienced separation from the college	13
Total African American faculty that experienced separation from the college	2

What percentage of your community college employees are union?

More than 50%

Does your institution provide budget allocations specifically for the recruitment of African American faculty, administrators, or any level job category?

No

**This section of the survey will list all activities your institution has undertaken that would help in the implementation of the State of Illinois African American Employment Plan for Higher Education.**

What steps has your institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and Equal Employment Opportunity (EEO) are complying with legislative mandates for the African American Employment Plan for Higher Education?

The college maintains an Affirmative Action Plan that lists specific goals that focus on the recruitment of minority groups including the African American population.

Please provide recommendations for increasing the number of African American teaching/administrative staff at your institution.

Recruiting in African American focused sources.

Does your institution implement employment incentives to attract African American employees such as any of the following (please select all that apply):

- None / Not applicable

For African American employees not part of the tenure system at your institution are the following initiatives in place to help provide for promotion? If yes, please provide a dot point of the initiative(s).

Employees with career ladder enhancement

No

Self-development training

No

Are there other initiatives in place to help provide for promotion of African American employees to report for your institution?

No

How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements? Does your institution conduct internal studies or have surveys for monitoring the recruitment of African American employees, and have committees that monitor employment or departure of employees from the institution?

All new hires are approved by the the AA/EEO Officer to ensure fair and equal opportunity/consideration is given in the hiring process.

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the State of Illinois African American Employment Plan.**

Please describe any strategies that your institution is developing to meet the increasing numbers and need of African American students and public that may want access to your institution.

There is no data on this.

Does your institution currently have an African American Resource Center (AARC)?

No

Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students?

Yes

## African American Employment Plan Survey (SB 3531/P.A. 96-1341)

### Fiscal Year 2018

Public Act 96-1341 requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty and staff at state colleges and universities. This report is required as part of the larger State African American Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

### Carl Sandburg College

As of June 30, 2018, provide the number of faculty up for tenure at your institution:

	Total that received tenure	Total that did not receive tenure	Total African American faculty that received tenure	Total African American faculty that did not receive tenure
Total #	1	0	0	0

As of June 30, 2018, provide the number of faculty that separated or left the community college (retired or resigned):

	Total #
Total faculty that experienced separation from the college	5
Total African American faculty that experienced separation from the college	0

What percentage of your community college employees are union?

Less than 50%

Does your institution provide budget allocations specifically for the recruitment of African American faculty, administrators, or any level job category?

No

Provide the FY 2018 budget allocation(s) for each of these recruitment initiatives for African American faculty, administrators, or any level job category. (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS QUESTION RECEIVED A "YES" RESPONSE.)

Carl Sandburg College does not have a designated budgetary line item for African American Employment Initiatives. All hiring situations are administered using our hiring process. The College treats all applicants with fairness and equity.

**This section of the survey will list all activities your institution has undertaken that would help in the implementation of the State of Illinois African American Employment Plan for Higher Education.**

What steps has your institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and Equal Employment Opportunity (EEO) are complying with legislative mandates for the African American Employment Plan for Higher Education?

The objective of increased employment diversity at Carl Sandburg College is strategic, not compliance-driven. The College believes that the educational experience is enriched through diversity in its people, curricula, and environment. The Diversity Statement affirms this, stating that "Carl Sandburg is a community of lifelong learners that welcomes, values, and respects diversity. The College fosters a climate of mutual respect that celebrates diversity by embracing our similarities as well as our differences. We demonstrate this commitment by serving students, faculty, staff, and community members with fairness and equality." Our objectives are to (1) shape an environment that recognizes the need for diversity, (2) create opportunities for all within the College community to interact with understanding, tolerance, and respect for others, and (3) promote sensitivity to individual needs and aspirations of those throughout the College Community. Fulfilling these objectives has led to the implementation of annual diversity training for all employees, required diversity training prior to interviews for Human Resources staff and interview committee members, and an on-campus diversity seminar.

**Please provide recommendations for increasing the number of African American teaching/administrative staff at your institution.**

Carl Sandburg College advertises to recruit diverse applicants for new and vacant positions. The College routinely conducts reviews of all employment processes for compliance and improvement opportunities. The college continues to use employment software and advertises job opportunities on Diversejobs.net. The College's Strategic Plan speaks specifically to promoting an inclusive environment. In order to connect with a more diverse population the college's Human Resources staff are attending academic and private sector recruitment fairs.

**Does your institution implement employment incentives to attract African American employees such as any of the following (please select all that apply):**

- All potential applicants, interviewees, and employees are treated with equality. All new faculty are included in a mentorship program.

**For African American employees not part of the tenure system at your institution are the following initiatives in place to help provide for promotion? If yes, please provide a dot point of the initiative(s).**

**Employees with career ladder enhancement**

No

**Self-development training**

Yes

**Please provide a dot point description of the (self-development training) initiative. (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS ITEM WAS MARKED "YES".)**

Sandburg offers professional development funds for training, tuition support, conferences, association and professional memberships. Opportunities are offered to all employees in accordance with policy 2.10 on Anti-Discrimination.

**Are there other initiatives in place to help provide for promotion of African American employees to report for your institution?**

Yes

**Please provide additional information regarding related initiatives to help provide for promotion of African American employees . (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS ITEM WAS MARKED "YES".)**

Sandburg offers professional development funds for training, tuition support, conferences, association and professional memberships. Opportunities are offered to all employees in accordance with policy 2.10 on Anti-Discrimination.



How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements? Does your institution conduct internal studies or have surveys for monitoring the recruitment of African American employees, and have committees that monitor employment or departure of employees from the institution?

In accordance with the College's formal hiring process, Carl Sandburg College routinely reviews all employment processes for compliance and improvement opportunities.

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the State of Illinois African American Employment Plan.**

Please describe any strategies that your institution is developing to meet the increasing numbers and need of African American students and public that may want access to your institution.

In order to develop programs of support in the district Carl Sandburg College strives to accurately assess the needs of communities. As such, the College employs a Coordinator of Diversity and Recruitment. This position develops relationships within the community. Student enrollment and participation in the Women of Character, Men of Distinction, Black Student Association, Hispanic Latino Student Association, Gay-Straight Alliance student groups has increased.

Does your institution currently have an African American Resource Center (AARC)?

No

Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students?

Yes

## African American Employment Plan Survey (SB 3531/P.A. 96-1341)

### Fiscal Year 2018

Public Act 96-1341 requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty and staff at state colleges and universities. This report is required as part of the larger State African American Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

### City Colleges of Chicago – Harold Washington College

As of June 30, 2018, provide the number of faculty up for tenure at your institution:

	Total that received tenure	Total that did not receive tenure	Total African American faculty that received tenure	Total African American faculty that did not receive tenure
Total #	3	0	0	0

As of June 30, 2018, provide the number of faculty that separated or left the community college (retired or resigned):

	Total #
Total faculty that experienced separation from the college	4
Total African American faculty that experienced separation from the college	1

What percentage of your community college employees are union?

More than 50%

Does your institution provide budget allocations specifically for the recruitment of African American faculty, administrators, or any level job category?

No

**This section of the survey will list all activities your institution has undertaken that would help in the implementation of the State of Illinois African American Employment Plan for Higher Education.**

What steps has your institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and Equal Employment Opportunity (EEO) are complying with legislative mandates for the African American Employment Plan for Higher Education?

Harold Washington College is committed to making responsible hiring decisions to enhance diversity in our Institutions by implementing clear, consistent recruitment processes across the district. Harold Washington College strives to reach a diverse range of applicants through advertising through a wide array of platforms. Harold Washington College strictly enforces its EEO policy, prohibits unlawful discrimination on the basis of race, national origin and all other legally protected categories.

Please provide recommendations for increasing the number of African American teaching/administrative staff at your institution.

- Accurate analysis of student population to determine hiring plan to represent student needs
- Sourcing candidates through a wide variety of recruitment platforms to attract a diverse candidate pool
- Clear, consistent hiring practices, including a diverse interview panel for all hires

Does your institution implement employment incentives to attract African American employees such as any of the following (please select all that apply):

- Internships
- Community Linkages
- Mentorship of a new African American Faculty
- Staff Employment Recruitment Plan

For African American employees not part of the tenure system at your institution are the following initiatives in place to help provide for promotion? If yes, please provide a dot point of the initiative(s).

Employees with career ladder enhancement

Yes

Please provide a dot point description of the (career ladder) initiative. (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS ITEM WAS MARKED "YES".)

All Harold Washington College employees are encouraged to apply for positions at any of our colleges, satellite campuses, or the district office that would enhance their career.

Self-development training

Yes

Please provide a dot point description of the (self-development training) initiative. (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS ITEM WAS MARKED "YES".)

- HW College provides self-development training in many departments
- All FT employees of HWC are able to take classes offered at any of our colleges
- Tuition reimbursement is available to many FT employees if they wish to further their education.

Are there other initiatives in place to help provide for promotion of African American employees to report for your institution?

No

How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements? Does your institution conduct internal studies or have surveys for monitoring the recruitment of African American employees, and have committees that monitor employment or departure of employees from the institution?

Harold Washington College is an equal opportunity employer with a diverse workforce. Our recruitment and staffing efforts are clear and consistent to ensure a wide range of applicants are exposed to each job posted at our seven colleges. Harold Washington College strictly enforces our EEO policy, which prohibits unlawful discrimination on the basis of race, national origin and all other legally protected categories.

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the State of Illinois African American Employment Plan.**

Please describe any strategies that your institution is developing to meet the increasing numbers and need of African American students and public that may want access to your institution.

Harold Washington College has a strong presence in the local public school system (Chicago Public Schools) that allows students early access to college level courses and many scholarship opportunities to attend Harold Washington College. The students that we serve through these Early College programs are predominately African American students, and the programs have led to increased awareness of opportunity to these students and their parents. Harold Washington College also maintains a strong community presence through outreach, engagement, and marketing to provide information to both students and the general public. Student services, including academic, career, and financial aid support centers are implemented at each college to address the increasing needs of all our students.

Does your institution currently have an African American Resource Center (AARC)?

No

Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students?

N/A

## African American Employment Plan Survey (SB 3531/P.A. 96-1341)

### Fiscal Year 2018

Public Act 96-1341 requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty and staff at state colleges and universities. This report is required as part of the larger State African American Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

### City Colleges of Chicago – Harry S. Truman College

As of June 30, 2018, provide the number of faculty up for tenure at your institution:

	Total that received tenure	Total that did not receive tenure	Total African American faculty that received tenure	Total African American faculty that did not receive tenure
Total #	3	0	0	0

As of June 30, 2018, provide the number of faculty that separated or left the community college (retired or resigned):

	Total #
Total faculty that experienced separation from the college	8
Total African American faculty that experienced separation from the college	0

What percentage of your community college employees are union?

More than 50%

Does your institution provide budget allocations specifically for the recruitment of African American faculty, administrators, or any level job category?

No

**This section of the survey will list all activities your institution has undertaken that would help in the implementation of the State of Illinois African American Employment Plan for Higher Education.**

What steps has your institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and Equal Employment Opportunity (EEO) are complying with legislative mandates for the African American Employment Plan for Higher Education?

Truman College is committed to making responsible hiring decisions to enhance diversity in our Institutions by implementing clear, consistent recruitment processes across the district. Truman College strives to reach a diverse range of applicants through advertising through a wide array of platforms. Truman College strictly enforces its EEO policy, prohibits unlawful discrimination on the basis of race, national origin and all other legally protected categories.

Please provide recommendations for increasing the number of African American teaching/administrative staff at your institution.

- Accurate analysis of student population to determine hiring plan to represent student needs
- Sourcing candidates through a wide variety of recruitment platforms to attract a diverse candidate pool
- Clear, consistent hiring practices, including a diverse interview panel for all hires

Does your institution implement employment incentives to attract African American employees such as any of the following (please select all that apply):

- Internships
- Community Linkages
- Mentorship of a new African American Faculty
- Staff Employment Recruitment Plan

For African American employees not part of the tenure system at your institution are the following initiatives in place to help provide for promotion? If yes, please provide a dot point of the initiative(s).

Employees with career ladder enhancement

Yes

Please provide a dot point description of the (career ladder) initiative. (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS ITEM WAS MARKED "YES".)

All Truman College employees are encouraged to apply for positions at any of our colleges, satellite campuses, or the district office that would enhance their career.

Self-development training

Yes

Please provide a dot point description of the (self-development training) initiative. (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS ITEM WAS MARKED "YES".)

- Truman College provides self-development training in many departments
- All FT employees of Truman College are able to take classes offered at any of our colleges
- Tuition reimbursement is available to many FT employees if they wish to further their education.

Are there other initiatives in place to help provide for promotion of African American employees to report for your institution?

No

How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements? Does your institution conduct internal studies or have surveys for monitoring the recruitment of African American employees, and have committees that monitor employment or departure of employees from the institution?

Truman College is an equal opportunity employer with a diverse workforce. Our recruitment and staffing efforts are clear and consistent to ensure a wide range of applicants are exposed to each job posted at our seven colleges. Truman College strictly enforces our EEO policy, which prohibits unlawful discrimination on the basis of race, national origin and all other legally protected categories.

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the State of Illinois African American Employment Plan.**

Please describe any strategies that your institution is developing to meet the increasing numbers and need of African American students and public that may want access to your institution.

Truman College has a strong presence in the local public school system (Chicago Public Schools) that allows students early access to college level courses and many scholarship opportunities to attend Truman College. The students that we serve through these Early College programs are predominately African American students, and the programs have led to increased awareness of opportunity to these students and their parents. Truman College also maintains a strong community presence through outreach, engagement, and marketing to provide information to both students and the general public. Student services, including academic, career, and financial aid support centers are implemented at each college to address the increasing needs of all our students.

Does your institution currently have an African American Resource Center (AARC)?

No

Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students?

N/A

## African American Employment Plan Survey (SB 3531/P.A. 96-1341)

### Fiscal Year 2018

Public Act 96-1341 requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty and staff at state colleges and universities. This report is required as part of the larger State African American Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

### City Colleges of Chicago – Kennedy-King College

As of June 30, 2018, provide the number of faculty up for tenure at your institution:

	Total that received tenure	Total that did not receive tenure	Total African American faculty that received tenure	Total African American faculty that did not receive tenure
Total #	3	0	2	0

As of June 30, 2018, provide the number of faculty that separated or left the community college (retired or resigned):

	Total #
Total faculty that experienced separation from the college	4
Total African American faculty that experienced separation from the college	0

What percentage of your community college employees are union?

More than 50%

Does your institution provide budget allocations specifically for the recruitment of African American faculty, administrators, or any level job category?

No

**This section of the survey will list all activities your institution has undertaken that would help in the implementation of the State of Illinois African American Employment Plan for Higher Education.**

What steps has your institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and Equal Employment Opportunity (EEO) are complying with legislative mandates for the African American Employment Plan for Higher Education?

Kennedy-King College is committed to making responsible hiring decisions to enhance diversity in our Institutions by implementing clear, consistent recruitment processes across the district. Kennedy-King College strives to reach a diverse range of applicants through advertising through a wide array of platforms. Kennedy-King College strictly enforces its EEO policy, prohibits unlawful discrimination on the basis of race, national origin and all other legally protected categories.



Please provide recommendations for increasing the number of African American teaching/administrative staff at your institution.

- Accurate analysis of student population to determine hiring plan to represent student needs
- Sourcing candidates through a wide variety of recruitment platforms to attract a diverse candidate pool
- Clear, consistent hiring practices, including a diverse interview panel for all hires

Does your institution implement employment incentives to attract African American employees such as any of the following (please select all that apply):

- Internships
- Community Linkages
- Mentorship of a new African American Faculty
- Staff Employment Recruitment Plan

For African American employees not part of the tenure system at your institution are the following initiatives in place to help provide for promotion? If yes, please provide a dot point of the initiative(s).

Employees with career ladder enhancement

Yes

Please provide a dot point description of the (career ladder) initiative. (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS ITEM WAS MARKED "YES".)

All Kennedy-King College employees are encouraged to apply for positions at any of our colleges, satellite campuses, or the district office that would enhance their career.

Self-development training

Yes

Please provide a dot point description of the (self-development training) initiative. (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS ITEM WAS MARKED "YES".)

- KK College provides self-development training in many departments
- All FT employees of KKC are able to take classes offered at any of our colleges
- Tuition reimbursement is available to many FT employees if they wish to further their education.

Are there other initiatives in place to help provide for promotion of African American employees to report for your institution?

No

How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements? Does your institution conduct internal studies or have surveys for monitoring the recruitment of African American employees, and have committees that monitor employment or departure of employees from the institution?

Kennedy-King College is an equal opportunity employer with a diverse workforce. Our recruitment and staffing efforts are clear and consistent to ensure a wide range of applicants are exposed to each job posted at our seven colleges. Kennedy-King College strictly enforces our EEO policy, which prohibits unlawful discrimination on the basis of race, national origin and all other legally protected categories.

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the State of Illinois African American Employment Plan.**

Please describe any strategies that your institution is developing to meet the increasing numbers and need of African American students and public that may want access to your institution.

Kennedy-King College has a strong presence in the local public school system (Chicago Public Schools) that allows students early access to college level courses and many scholarship opportunities to attend Kennedy-King College. The students that we serve through these Early College programs are predominately African American students, and the programs have led to increased awareness of opportunity to these students and their parents. Kennedy-King College also maintains a strong community presence through outreach, engagement, and marketing to provide information to both students and the general public. Student services, including academic, career, and financial aid support centers are implemented at each college to address the increasing needs of all our students.

Does your institution currently have an African American Resource Center (AARC)?

No

Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students?

N/A

## African American Employment Plan Survey (SB 3531/P.A. 96-1341)

### Fiscal Year 2018

Public Act 96-1341 requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty and staff at state colleges and universities. This report is required as part of the larger State African American Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

### City Colleges of Chicago – Malcolm X College

As of June 30, 2018, provide the number of faculty up for tenure at your institution:

	Total that received tenure	Total that did not receive tenure	Total African American faculty that received tenure	Total African American faculty that did not receive tenure
Total #	8	4	5	3

As of June 30, 2018, provide the number of faculty that separated or left the community college (retired or resigned):

	Total #
Total faculty that experienced separation from the college	8
Total African American faculty that experienced separation from the college	5

What percentage of your community college employees are union?

More than 50%

Does your institution provide budget allocations specifically for the recruitment of African American faculty, administrators, or any level job category?

No

**This section of the survey will list all activities your institution has undertaken that would help in the implementation of the State of Illinois African American Employment Plan for Higher Education.**

What steps has your institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and Equal Employment Opportunity (EEO) are complying with legislative mandates for the African American Employment Plan for Higher Education?

Malcolm X College is committed to making responsible hiring decisions to enhance diversity in our Institutions by implementing clear, consistent recruitment processes across the district. Malcolm X College strives to reach a diverse range of applicants through advertising through a wide array of platforms. Malcolm X College strictly enforces its EEO policy, prohibits unlawful discrimination on the basis of race, national origin and all other legally protected categories.

Please provide recommendations for increasing the number of African American teaching/administrative staff at your institution.

- Accurate analysis of student population to determine hiring plan to represent student needs
- Sourcing candidates through a wide variety of recruitment platforms to attract a diverse candidate pool
- Clear, consistent hiring practices, including a diverse interview panel for all hires

Does your institution implement employment incentives to attract African American employees such as any of the following (please select all that apply):

- Community Linkages
- Mentorship of a new African American Faculty
- Staff Employment Recruitment Plan

For African American employees not part of the tenure system at your institution are the following initiatives in place to help provide for promotion? If yes, please provide a dot point of the initiative(s).

Employees with career ladder enhancement

Yes

Please provide a dot point description of the (career ladder) initiative. (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS ITEM WAS MARKED "YES".)

All Malcolm X College employees are encouraged to apply for positions at any of our colleges, satellite campuses, or the district office that would enhance their career.

Self-development training

Yes

Please provide a dot point description of the (self-development training) initiative. (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS ITEM WAS MARKED "YES".)

- MX College provides self-development training in many departments
- All FT employees of MX are able to take classes offered at any of our colleges
- Tuition reimbursement is available to many FT employees if they wish to further their education.

Are there other initiatives in place to help provide for promotion of African American employees to report for your institution?

No

How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements? Does your institution conduct internal studies or have surveys for monitoring the recruitment of African American employees, and have committees that monitor employment or departure of employees from the institution?

Malcolm X College is an equal opportunity employer with a diverse workforce. Our recruitment and staffing efforts are clear and consistent to ensure a wide range of applicants are exposed to each job posted at our seven colleges. Malcolm X College strictly enforces our EEO policy, which prohibits unlawful discrimination on the basis of race, national origin and all other legally protected categories.

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the State of Illinois African American Employment Plan.**

Please describe any strategies that your institution is developing to meet the increasing numbers and need of African American students and public that may want access to your institution.

Malcolm X College has a strong presence in the local public school system (Chicago Public Schools) that allows students early access to college level courses and many scholarship opportunities to attend Malcolm X College. The students that we serve through these Early College programs are predominately African American students, and the programs have led to increased awareness of opportunity to these students and their parents. Malcolm X College also maintains a strong community presence through outreach, engagement, and marketing to provide information to both students and the general public. Student services, including academic, career, and financial aid support centers are implemented at each college to address the increasing needs of all our students.

Does your institution currently have an African American Resource Center (AARC)?

No

Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students?

N/A

## African American Employment Plan Survey (SB 3531/P.A. 96-1341)

### Fiscal Year 2018

Public Act 96-1341 requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty and staff at state colleges and universities. This report is required as part of the larger State African American Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

### City Colleges of Chicago – Olive-Harvey College

As of June 30, 2018, provide the number of faculty up for tenure at your institution:

	Total that received tenure	Total that did not receive tenure	Total African American faculty that received tenure	Total African American faculty that did not receive tenure
Total #	0	0	0	0

As of June 30, 2018, provide the number of faculty that separated or left the community college (retired or resigned):

	Total #
Total faculty that experienced separation from the college	4
Total African American faculty that experienced separation from the college	4

What percentage of your community college employees are union?

More than 50%

Does your institution provide budget allocations specifically for the recruitment of African American faculty, administrators, or any level job category?

No

**This section of the survey will list all activities your institution has undertaken that would help in the implementation of the State of Illinois African American Employment Plan for Higher Education.**

What steps has your institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and Equal Employment Opportunity (EEO) are complying with legislative mandates for the African American Employment Plan for Higher Education?

Olive-Harvey College is committed to making responsible hiring decisions to enhance diversity in our Institutions by implementing clear, consistent recruitment processes across the district. Olive-Harvey College strives to reach a diverse range of applicants through advertising through a wide array of platforms. Olive-Harvey College strictly enforces its EEO policy, prohibits unlawful discrimination on the basis of race, national origin and all other legally protected categories.

Please provide recommendations for increasing the number of African American teaching/administrative staff at your institution.

- Accurate analysis of student population to determine hiring plan to represent student needs
- Sourcing candidates through a wide variety of recruitment platforms to attract a diverse candidate pool
- Clear, consistent hiring practices, including a diverse interview panel for all hires

Does your institution implement employment incentives to attract African American employees such as any of the following (please select all that apply):

- None / Not applicable

For African American employees not part of the tenure system at your institution are the following initiatives in place to help provide for promotion? If yes, please provide a dot point of the initiative(s).

Employees with career ladder enhancement

Yes

Please provide a dot point description of the (career ladder) initiative. (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS ITEM WAS MARKED "YES".)

All Olive-Harvey College employees are encouraged to apply for positions at any of our colleges, satellite campuses, or the district office that would enhance their career.

Self-development training

Yes

Please provide a dot point description of the (self-development training) initiative. (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS ITEM WAS MARKED "YES".)

- OH College provides self-development training in many departments
- All FT employees of OH are able to take classes offered at any of our colleges
- Tuition reimbursement is available to many FT employees if they wish to further their education.

Are there other initiatives in place to help provide for promotion of African American employees to report for your institution?

No

How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements? Does your institution conduct internal studies or have surveys for monitoring the recruitment of African American employees, and have committees that monitor employment or departure of employees from the institution?

Olive-Harvey College is an equal opportunity employer with a diverse workforce. Our recruitment and staffing efforts are clear and consistent to ensure a wide range of applicants are exposed to each job posted at our seven colleges. Olive-Harvey College strictly enforces our EEO policy, which prohibits unlawful discrimination on the basis of race, national origin and all other legally protected categories.

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the State of Illinois African American Employment Plan.**

Please describe any strategies that your institution is developing to meet the increasing numbers and need of African American students and public that may want access to your institution.

Olive-Harvey College has a strong presence in the local public school system (Chicago Public Schools) that allows students early access to college level courses and many scholarship opportunities to attend Olive-Harvey College. The students that we serve through these Early College programs are predominately African American students, and the programs have led to increased awareness of opportunity to these students and their parents. Olive-Harvey College also maintains a strong community presence through outreach, engagement, and marketing to provide information to both students and the general public. Student services, including academic, career, and financial aid support centers are implemented at each college to address the increasing needs of all our students.

Does your institution currently have an African American Resource Center (AARC)?

No

Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students?

N/A



## African American Employment Plan Survey (SB 3531/P.A. 96-1341)

### Fiscal Year 2018

Public Act 96-1341 requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty and staff at state colleges and universities. This report is required as part of the larger State African American Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

### City Colleges of Chicago – Richard J. Daley College

As of June 30, 2018, provide the number of faculty up for tenure at your institution:

	Total that received tenure	Total that did not receive tenure	Total African American faculty that received tenure	Total African American faculty that did not receive tenure
Total #	8	0	1	0

As of June 30, 2018, provide the number of faculty that separated or left the community college (retired or resigned):

	Total #
Total faculty that experienced separation from the college	1
Total African American faculty that experienced separation from the college	0

What percentage of your community college employees are union?

More than 50%

Does your institution provide budget allocations specifically for the recruitment of African American faculty, administrators, or any level job category?

No

**This section of the survey will list all activities your institution has undertaken that would help in the implementation of the State of Illinois African American Employment Plan for Higher Education.**

What steps has your institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and Equal Employment Opportunity (EEO) are complying with legislative mandates for the African American Employment Plan for Higher Education?

Daley College is committed to making responsible hiring decisions to enhance diversity in our Institutions by implementing clear, consistent recruitment processes across the district. Daley College strives to reach a diverse range of applicants through advertising through a wide array of platforms. Daley College strictly enforces its EEO policy, prohibits unlawful discrimination on the basis of race, national origin and all other legally protected categories.

Please provide recommendations for increasing the number of African American teaching/administrative staff at your institution.

- Accurate analysis of student population to determine hiring plan to represent student needs
- Sourcing candidates through a wide variety of recruitment platforms to attract a diverse candidate pool
- Clear, consistent hiring practices, including a diverse interview panel for all hires

Does your institution implement employment incentives to attract African American employees such as any of the following (please select all that apply):

- Internships
- Mentorship of a new African American Faculty
- Staff Employment Recruitment Plan

For African American employees not part of the tenure system at your institution are the following initiatives in place to help provide for promotion? If yes, please provide a dot point of the initiative(s).

Employees with career ladder enhancement

Yes

Please provide a dot point description of the (career ladder) initiative. (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS ITEM WAS MARKED "YES".)

- All Daley College employees are encouraged to apply for positions at any of our colleges, satellite campuses, or the district office that would enhance their career.

Self-development training

Yes

Please provide a dot point description of the (self-development training) initiative. (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS ITEM WAS MARKED "YES".)

- Daley College provides self-development training in many departments
- All FT employees of Daley College are able to take classes offered at any of our colleges
- Tuition reimbursement is available to many FT employees if they wish to further their education.

Are there other initiatives in place to help provide for promotion of African American employees to report for your institution?

No

How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements? Does your institution conduct internal studies or have surveys for monitoring the recruitment of African American employees, and have committees that monitor employment or departure of employees from the institution?

Daley College is an equal opportunity employer with a diverse workforce. Our recruitment and staffing efforts are clear and consistent to ensure a wide range of applicants are exposed to each job posted at our seven colleges. Daley College strictly enforces our EEO policy, which prohibits unlawful discrimination on the basis of race, national origin and all other legally protected categories.

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the State of Illinois African American Employment Plan.**

Please describe any strategies that your institution is developing to meet the increasing numbers and need of African American students and public that may want access to your institution.

Daley College has a strong presence in the local public school system (Chicago Public Schools) that allows students early access to college level courses and many scholarship opportunities to attend Daley College. The students that we serve through these Early College programs are predominately African American students, and the programs have led to increased awareness of opportunity to these students and their parents. Daley College also maintains a strong community presence through outreach, engagement, and marketing to provide information to both students and the general public. Student services, including academic, career, and financial aid support centers are implemented at each college to address the increasing needs of all our students.

Does your institution currently have an African American Resource Center (AARC)?

No

Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students?

N/A

## African American Employment Plan Survey (SB 3531/P.A. 96-1341)

### Fiscal Year 2018

Public Act 96-1341 requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty and staff at state colleges and universities. This report is required as part of the larger State African American Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

### City Colleges of Chicago – Wilbur Wright College

As of June 30, 2018, provide the number of faculty up for tenure at your institution:

	Total that received tenure	Total that did not receive tenure	Total African American faculty that received tenure	Total African American faculty that did not receive tenure
Total #	2	0	1	0

As of June 30, 2018, provide the number of faculty that separated or left the community college (retired or resigned):

	Total #
Total faculty that experienced separation from the college	4
Total African American faculty that experienced separation from the college	1

What percentage of your community college employees are union?

More than 50%

Does your institution provide budget allocations specifically for the recruitment of African American faculty, administrators, or any level job category?

No

**This section of the survey will list all activities your institution has undertaken that would help in the implementation of the State of Illinois African American Employment Plan for Higher Education.**

What steps has your institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and Equal Employment Opportunity (EEO) are complying with legislative mandates for the African American Employment Plan for Higher Education?

Wright College is committed to making responsible hiring decisions to enhance diversity in our Institutions by implementing clear, consistent recruitment processes across the district. Wright College strives to reach a diverse range of applicants through advertising through a wide array of platforms. Wright College strictly enforces its EEO policy, prohibits unlawful discrimination on the basis of race, national origin and all other legally protected categories.

Please provide recommendations for increasing the number of African American teaching/administrative staff at your institution.

- Accurate analysis of student population to determine hiring plan to represent student needs
- Sourcing candidates through a wide variety of recruitment platforms to attract a diverse candidate pool
- Clear, consistent hiring practices, including a diverse interview panel for all hires

Does your institution implement employment incentives to attract African American employees such as any of the following (please select all that apply):

- Internships
- Mentorship of a new African American Faculty
- Staff Employment Recruitment Plan

For African American employees not part of the tenure system at your institution are the following initiatives in place to help provide for promotion? If yes, please provide a dot point of the initiative(s).

Employees with career ladder enhancement

Yes

Please provide a dot point description of the (career ladder) initiative. (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS ITEM WAS MARKED "YES".)

- All Wright College employees are encouraged to apply for positions at any of our colleges, satellite campuses, or the district office that would enhance their career.

Self-development training

Yes

Please provide a dot point description of the (self-development training) initiative. (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS ITEM WAS MARKED "YES".)

- Wright College provides self-development training in many departments
- All FT employees of Wright College are able to take classes offered at any of our colleges
- Tuition reimbursement is available to many FT employees if they wish to further their education.

Are there other initiatives in place to help provide for promotion of African American employees to report for your institution?

No

How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements? Does your institution conduct internal studies or have surveys for monitoring the recruitment of African American employees, and have committees that monitor employment or departure of employees from the institution?

Wright College is an equal opportunity employer with a diverse workforce. Our recruitment and staffing efforts are clear and consistent to ensure a wide range of applicants are exposed to each job posted at our seven colleges. Wright College strictly enforces our EEO policy, which prohibits unlawful discrimination on the basis of race, national origin and all other legally protected categories.

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the State of Illinois African American Employment Plan.**

Please describe any strategies that your institution is developing to meet the increasing numbers and need of African American students and public that may want access to your institution.

Wright College has a strong presence in the local public school system (Chicago Public Schools) that allows students early access to college level courses and many scholarship opportunities to attend Wright College. The students that we serve through these Early College programs are predominately African American students, and the programs have led to increased awareness of opportunity to these students and their parents. Wright College also maintains a strong community presence through outreach, engagement, and marketing to provide information to both students and the general public. Student services, including academic, career, and financial aid support centers are implemented at each college to address the increasing needs of all our students.

Does your institution currently have an African American Resource Center (AARC)?

No

Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students?

N/A

## African American Employment Plan Survey (SB 3531/P.A. 96-1341)

### Fiscal Year 2018

Public Act 96-1341 requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty and staff at state colleges and universities. This report is required as part of the larger State African American Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

### College of DuPage

As of June 30, 2018, provide the number of faculty up for tenure at your institution:

	Total that received tenure	Total that did not receive tenure	Total African American faculty that received tenure	Total African American faculty that did not receive tenure
Total #	26	0	4	0

As of June 30, 2018, provide the number of faculty that separated or left the community college (retired or resigned):

	Total #
Total faculty that experienced separation from the college	16
Total African American faculty that experienced separation from the college	1

What percentage of your community college employees are union?

Less than 50%

Does your institution provide budget allocations specifically for the recruitment of African American faculty, administrators, or any level job category?

No

**This section of the survey will list all activities your institution has undertaken that would help in the implementation of the State of Illinois African American Employment Plan for Higher Education.**

What steps has your institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and Equal Employment Opportunity (EEO) are complying with legislative mandates for the African American Employment Plan for Higher Education?

The College of DuPage requires Diversity Training for all search committee members, supervisors and managers. Additionally, the College's Board of Trustees requires the Human Resources department monitor the diversity of the candidate pool on any external search and at the interview stage. Based on the results of each external search, we do additional advertising specifically focused on the minority communities, if necessary.

Please provide recommendations for increasing the number of African American teaching/administrative staff at your institution.

The College participates in Diversity Job fairs and targets diversity job seekers through several methods. One method is increasing posting at diversity oriented specialty web sites for example, minorityfinancejobs.com, blacknurising.com, BlacksInHigherEd.com, or JBHE.com (Journal of Blacks in Higher Ed). In addition, we post every position on diversityjobs.com which reaches multiple diversity oriented web sites.

Does your institution implement employment incentives to attract African American employees such as any of the following (please select all that apply):

- Community Linkages
- Staff Employment Recruitment Plan

For African American employees not part of the tenure system at your institution are the following initiatives in place to help provide for promotion? If yes, please provide a dot point of the initiative(s).

Employees with career ladder enhancement

No

Self-development training

No

Are there other initiatives in place to help provide for promotion of African American employees to report for your institution?

Yes

Please provide additional information regarding related initiatives to help provide for promotion of African American employees . (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS ITEM WAS MARKED "YES".)

Employee development funds are made available for employees to develop professional skills.

How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements? Does your institution conduct internal studies or have surveys for monitoring the recruitment of African American employees, and have committees that monitor employment or departure of employees from the institution?

The College of DuPage Affirmative Action Officer receives a detailed monthly report that outlines new hires and promotions at the College. This report indicated the ethnicity of the individuals impacted by these changes.

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the State of Illinois African American Employment Plan.**

Please describe any strategies that your institution is developing to meet the increasing numbers and need of African American students and public that may want access to your institution.

a. Collaborated with Admissions and Outreach on Recruitment Initiatives in district 502: Guest speaker at area high schools promoting student success through COD and encouraging African American students to pursue post-secondary education at College of DuPage.

b. Increased the number of African American scholarship and fellowship applicants. This includes an increase in African American student applicants for the Martin Luther King scholarship awarded at the annual MLK breakfast in January. This year both recipients of the scholarship were our African American students.



- c. Conducted the College of DuPage Diversity and Inclusion Celebration and Awareness Series. This includes three sessions for faculty, staff and students that focuses on promoting student success through the engagement of inclusive excellence and courageous conversations
  - d. Over the past three years, engaged the college in a diversity lecture presentations that have included, Dr. Damon Williams (2016), Dr. Eddie Moore Jr.(2017) and Keith Barnes(2018).
  - e. Presented on learning through diversity in collaboration with the Accelerated Learning Program (ALP) to promote student success for all students. Grew the series from a 3 lecture format to a 9 lecture format, were an Inclusive Excellence model is part of the ALP curriculum in 2017. (Recognized with letter of appreciation from ALP department).
  - f. Collaborated with Marketing to further promote inclusive excellence messaging, through materials and audio / video mediums that include a culturally relevant diverse representation of students.
  - g. Served as advisor for the African American Student Alliance (now Black Student Alliance) since 2014. This club was non-existent in 2014 and now has active membership upwards of 30 plus members.
- H. Continued our growth and collaboration with community organization:
- 1. Continued participation in three (3) college and scholarship fairs hosted by African American organizations. Including the 100 Black Men College Fair which attracts over 5,000 African American high school students annually. 100 Black Men, who has more than 10,000 members and 166 chapters nationally and works with over 100,000 African American high school students yearly, sending many to colleges worldwide.
  - 2. CSDI collaborated with the Delta Sigma Theta organization and was guest host for their 4th Annual EMBODI (Empowering Males to Build Opportunities for Developing Independence) conference that targets African American male high school students. We saw up to 200 students at this event and promoted College of DuPage.
  - 3. Enhanced relationships with DuPage County National Association for the Advancement of Colored People (NAACP). Working to increase partnerships with the NAACP's ACT-SO and Jr. ACT-SO programs.
  - i. Organized month-long activities and events in celebration of Black History Month. This culturally relevant programing engages all students, faculty and staff and is open to the community annually.
  - j. Lead Manager for the Colleges annual Black Student Leadership Conference. In conjunction with 20 high schools, COD hosts up to 350 African American high school students in a daylong conference geared toward promoting college and career readiness.
  - k. In collaboration with the Latino Outreach Center, launched an Inclusive Excellence Peer Mentoring Program to engage continuing students with 20 credit hours or more to mentor first time incoming students.
  - l. Develop a "Crucial Conversation Forum" for students to interact, share and learn through reflective Civic Reflections. This fosters environment for mentoring. Started out as 10 students and has developed to upwards of 15 active participants.
  - m. In collaboration with College's Multi-Media department created "Positive Voices" video talk show for students to discuss the significance of inclusiveness, equity and access in institutions of higher learning. Slow initiative that has potential to grow.

Does your institution currently have an African American Resource Center (AARC)?

Yes

If the previous response indicated the institution has an African American Resource Center (AARC) does the center have a Director or Coordinator that can help address the needs of African American students? (NOTE: THIS ITEM ONLY ACCEPTS A RESPONSE IF THE PREVIOUS ITEM WAS MARKED "YES". IF THE PREVIOUS ITEM WAS MARKED "NO", RESPONSE OPTIONS ARE VISIBLE, BUT CAN'T BE SELECTED.)

Yes

For institutions with an AARC and a Director or Coordinator for that AARC please provide a YES/NO response to the following questions regarding the AARC Director/Coordinator. (NOTE: THIS ITEM ONLY ACCEPTS RESPONSES IF THE PREVIOUS ITEM WAS MARKED "YES". IF THE PREVIOUS ITEM WAS MARKED "NO", RESPONSE OPTIONS ARE VISIBLE, BUT CAN'T BE SELECTED.)

Is the center Director/Coordinator African American?	YES
Does the center Director/Coordinator assist in the recruitment of African American students?	YES

Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students?

No

## African American Employment Plan Survey (SB 3531/P.A. 96-1341)

### Fiscal Year 2018

Public Act 96-1341 requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty and staff at state colleges and universities. This report is required as part of the larger State African American Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

### College of Lake County

As of June 30, 2018, provide the number of faculty up for tenure at your institution:

	Total that received tenure	Total that did not receive tenure	Total African American faculty that received tenure	Total African American faculty that did not receive tenure
Total #	7	0	0	0

As of June 30, 2018, provide the number of faculty that separated or left the community college (retired or resigned):

	Total #
Total faculty that experienced separation from the college	7
Total African American faculty that experienced separation from the college	1

What percentage of your community college employees are union?

More than 50%

Does your institution provide budget allocations specifically for the recruitment of African American faculty, administrators, or any level job category?

Yes

Provide the FY 2018 budget allocation(s) for each of these recruitment initiatives for African American faculty, administrators, or any level job category. (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS QUESTION RECEIVED A "YES" RESPONSE.)

Twenty-five to thirty percent of the recruiting budget is spent on diverse recruiting hiring initiatives. To promote diversity a widespread strategy is developed on places and sources to recruit a broad and diverse pool of candidates.

**This section of the survey will list all activities your institution has undertaken that would help in the implementation of the State of Illinois African American Employment Plan for Higher Education.**

What steps has your institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and Equal Employment Opportunity (EEO) are complying with legislative mandates for the African American Employment Plan for Higher Education?

The College has established policies and procedures in place to ensure the institution addresses equal employment

opportunities and non-discrimination. The College hiring process requires training for individuals who serve on hiring committees about conducting a fair and legal hiring process. This includes training on uniform guidelines on employee selection, hidden bias and overall legal compliance in the hiring process. The College ensures that it advertises in diverse sources for attracting qualified African American candidates. Training and regular review of all hiring practices to ensure compliance with legislative mandates effecting recruitment, employment, and promotion of highly qualified African Americans.

Recruiters in Human Resource tracks applicant pools at each stage of the process by collecting and analyzing applicant diversity statistics to ensure that the applicant pool is diverse and diverse applicants are considered. This process ensures that the pool is truly diverse and allows an opportunity for all those with required skill sets to have an opportunity for advancement within our staffing system.

**Please provide recommendations for increasing the number of African American teaching/administrative staff at your institution.**

The College will maintain strong social media and community ties to recruit African American employees and continue to recruit and employ diverse employees that best represent the needs of our student population and utilize a wide variety of recruitment platforms to create a diverse candidate pool. Continue to ensure that employees who serve on hiring committees receive search committee training regarding diversity considerations in the hiring process.

Identify African American specific targeted advertising venues and social media and participate in diversity specific conferences. If there are instances where applicant pools are not diverse the search may be extended. Continue to develop training on cultural competency, diversity issues, legal compliance and hidden bias. Ensure that the College's website and social media accounts are welcoming and encouraging to attract diverse staff. Encourage hiring managers involved in the recruiting process to vigorously engage social media and other outreach and networking opportunities to attract and refer African American applicants.

**Does your institution implement employment incentives to attract African American employees such as any of the following (please select all that apply):**

- Internships
- Community Linkages
- Mentorship of a new African American Faculty
- Staff Employment Recruitment Plan

**For African American employees not part of the tenure system at your institution are the following initiatives in place to help provide for promotion? If yes, please provide a dot point of the initiative(s).**

**Employees with career ladder enhancement**

No

**Please provide a dot point description of the (career ladder) initiative. (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS ITEM WAS MARKED "YES".)**

The College provides opportunities for professional development through our Career Development, Tuition Waiver, Staff Training and Development, career path identification, and a Professional/Leadership Immersion Program.

**Self-development training**

Yes

**Please provide a dot point description of the (self-development training) initiative. (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS ITEM WAS MARKED "YES".)**

To endorse and facilitate skills development, CLC provides an above market Career Development Program, tuition

reimbursement and tuition waiver to eligible employees for enrollment in career path directed coursework at educational institutions.

Are there other initiatives in place to help provide for promotion of African American employees to report for your institution?

Yes

Please provide additional information regarding related initiatives to help provide for promotion of African American employees . (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS ITEM WAS MARKED "YES".)

Professional partners and professional leadership immersion program develop leadership competencies, create networking opportunities while involving employees in the college's governance initiatives and strategic priorities.

How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements? Does your institution conduct internal studies or have surveys for monitoring the recruitment of African American employees, and have committees that monitor employment or departure of employees from the institution?

All recruitment policies take into consideration an outreach effort that deliberately focuses on increasing and maintaining the diversity support within the organization. HR monitors' candidate pools for diversity and ensures EEO guidelines are followed. Search committee training prior to the start of the hiring process to ensure compliance. Assessment of pools to ensure that the pools are adequately diverse and that minority applicants are considered.

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the State of Illinois African American Employment Plan.**

Please describe any strategies that your institution is developing to meet the increasing numbers and need of African American students and public that may want access to your institution.

CLC's African American Outreach and Success Committee completed its Fall 2018 pilot of the African American student Academic, Purpose, Preparation, and Success (APPS) Blueprint Scholars retention and success program, which holds weekly two-hours sessions to provide intrusive supports and advising, professional and peer mentors, financial aid assistance, campus engagement opportunities, college visits, and more. The program continues into the current semester with a math workshop component for those students enrolled in math. The Committee continues to offer Students With a Goal (SWAG) Meet and Greet for returning students to acquaint them with CLC and connecting with African American faculty staff who can mentor them on their academic and career pursuits. The program Backpack & Beyond works with black churches in Lake County to provide them information on what is offered at CLC for potential traditional and nontraditional students. Once individuals complete an interest card, we offer a follow-up orientation to help them learn about being a student at CLC.

The Committee partners with TRiO Educational Talent Search to visit high schools, speak to students who are registered for CLC, assist them with completing their to-do list and answer any questions they may have pertaining to CLC. The Committee provides a recognition celebration in honor of the students who have graduated from CLC. The Multicultural Student Center also supports student groups such as the Black Student Union, Men of Vision (MOV) and Sister 2 Sister (S2S) are groups that are open to students of color and offer student engagement, social opportunities, and support from their peers and staff and faculty advisors. CLC received a CTE grant of \$50,000 to expand its Bridge to Success (B2S) summer program to include not only teaching web design but career exploration in culinary arts, horticulture and health and wellness promotion. The program is co-sponsored by CLC's student organizations MOV and S2S, which are chapters of the national Student African American Brotherhood and Student African American Sisterhood organizations. B2S targets, potential, incoming and current students of color. MOV and S2S also co-sponsor the annual Young Leaders Summit hosting middle school, high school and college students for a day of leadership engagement targeting students of color, and visit middle schools to provide "big brother" and "big sister" mentorship to their students. CLC sponsors an annual Salute to Gospel event that targets the African American population. We worked with the Advisory Committees to further engage the community.

Does your institution currently have an African American Resource Center (AARC)?

Yes

If the previous response indicated the institution has an African American Resource Center (AARC) does the center have a Director or Coordinator that can help address the needs of African American students? (NOTE: THIS ITEM ONLY ACCEPTS A RESPONSE IF THE PREVIOUS ITEM WAS MARKED "YES". IF THE PREVIOUS ITEM WAS MARKED "NO", RESPONSE OPTIONS ARE VISIBLE, BUT CAN'T BE SELECTED.)

Yes

For institutions with an AARC and a Director or Coordinator for that AARC please provide a YES/NO response to the following questions regarding the AARC Director/Coordinator. (NOTE: THIS ITEM ONLY ACCEPTS RESPONSES IF THE PREVIOUS ITEM WAS MARKED "YES". IF THE PREVIOUS ITEM WAS MARKED "NO", RESPONSE OPTIONS ARE VISIBLE, BUT CAN'T BE SELECTED.)

Is the center Director/Coordinator African American?	YES
Does the center Director/Coordinator assist in the recruitment of African American students?	YES

Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students?

Yes

## African American Employment Plan Survey (SB 3531/P.A. 96-1341)

### Fiscal Year 2018

Public Act 96-1341 requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty and staff at state colleges and universities. This report is required as part of the larger State African American Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

### Danville Area Community College

As of June 30, 2018, provide the number of faculty up for tenure at your institution:

	Total that received tenure	Total that did not receive tenure	Total African American faculty that received tenure	Total African American faculty that did not receive tenure
Total #	3	0	0	0

As of June 30, 2018, provide the number of faculty that separated or left the community college (retired or resigned):

	Total #
Total faculty that experienced separation from the college	7
Total African American faculty that experienced separation from the college	0

What percentage of your community college employees are union?

More than 50%

Does your institution provide budget allocations specifically for the recruitment of African American faculty, administrators, or any level job category?

No

**This section of the survey will list all activities your institution has undertaken that would help in the implementation of the State of Illinois African American Employment Plan for Higher Education.**

What steps has your institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and Equal Employment Opportunity (EEO) are complying with legislative mandates for the African American Employment Plan for Higher Education?

All open positions are publicly advertised. We advertise with diversity venues and local area churches that are predominantly African American. Search committees are comprised of a diverse group of employees. The VP of HR oversees all actions of the search committees to maintain equitable and inclusive practices. The college recently named a Chief Diversity Officer.

Please provide recommendations for increasing the number of African American teaching/administrative staff at your institution.



Continue to recruit publicly and provide additional advertising with diverse venues. Continue working with the Diversity Team and the local Access Equity and Diversity team that includes college and community leaders.

Does your institution implement employment incentives to attract African American employees such as any of the following (please select all that apply):

- Community Linkages
- Mentorship of a new African American Faculty

For African American employees not part of the tenure system at your institution are the following initiatives in place to help provide for promotion? If yes, please provide a dot point of the initiative(s).

Employees with career ladder enhancement

No

Self-development training

Yes

Please provide a dot point description of the (self-development training) initiative. (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS ITEM WAS MARKED "YES".)

All employees are encouraged to continue their education and personal development.

Are there other initiatives in place to help provide for promotion of African American employees to report for your institution?

No

How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements? Does your institution conduct internal studies or have surveys for monitoring the recruitment of African American employees, and have committees that monitor employment or departure of employees from the institution?

A diverse group is selected for each search committee. The college's Chief Diversity Officer assists on many of the search committees.

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the State of Illinois African American Employment Plan.**

Please describe any strategies that your institution is developing to meet the increasing numbers and need of African American students and public that may want access to your institution.

Our college is a Leader College for the Achieving the Dream program that focuses on African American and low income students.

Does your institution currently have an African American Resource Center (AARC)?

No



Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students?

No

## African American Employment Plan Survey (SB 3531/P.A. 96-1341)

### Fiscal Year 2018

Public Act 96-1341 requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty and staff at state colleges and universities. This report is required as part of the larger State African American Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

### Elgin Community College

As of June 30, 2018, provide the number of faculty up for tenure at your institution:

	Total that received tenure	Total that did not receive tenure	Total African American faculty that received tenure	Total African American faculty that did not receive tenure
Total #	227	403	20	12

As of June 30, 2018, provide the number of faculty that separated or left the community college (retired or resigned):

	Total #
Total faculty that experienced separation from the college	4
Total African American faculty that experienced separation from the college	0

What percentage of your community college employees are union?

More than 50%

Does your institution provide budget allocations specifically for the recruitment of African American faculty, administrators, or any level job category?

Yes

Provide the FY 2018 budget allocation(s) for each of these recruitment initiatives for African American faculty, administrators, or any level job category. (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS QUESTION RECEIVED A "YES" RESPONSE.)

A significant portion of the college's advertising budget is used to advertise with mediums that reach diverse populations

**This section of the survey will list all activities your institution has undertaken that would help in the implementation of the State of Illinois African American Employment Plan for Higher Education.**

What steps has your institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and Equal Employment Opportunity (EEO) are complying with legislative mandates for the African American Employment Plan for Higher Education?

ECC's commitment to diversity, equity, and inclusion is ingrained in the college's strategic plan as well as the

college's EEO/AA policies and procedures. ECC is also one of a few Illinois community colleges that participate in the national Achieving the Dream initiative. ECC has developed a college wide Student Success Infrastructure model that connects all aspects of the college to student success. The committee/task force members assist the president in defining, planning for, and implementing infrastructures to build and sustain cultural competence in the areas of diversity, equity, and inclusion. The CMCO is responsible for developing and executing community relations strategies that effectively support and achieve the vision, mission, goals and objectives of the college. Members of the Alliance for College Readiness work in faculty and staff teams to establish a common understanding of college and career readiness, to better align curriculum and instruction and to foster effective communication systems between students, educators, and parents. ECC employees maintain memberships to minority professional associations and societies. The ECC Human Resources Department tracks demographic information of applicants who submit an ECC application for employment. Applicants respond to questions related to multiculturalism during the application and interview process. Anyone participating in the hiring process is required to complete cultural competency training. The college also offers a series of in-service professional development opportunities related to diversity, inclusion, and equity

Please provide recommendations for increasing the number of African American teaching/administrative staff at your institution.

Enhance recruitment activities utilized to refer candidates to open vacancies. Increase ECC participation in employment/career fairs and networking events. Continue to maintain and develop external relationships with the community in an effort to foster our community outreach efforts. Begin to track applicants that indicate non-English speaking skills when applying for employment opportunities. Continue to provide assistance and support to candidates in more than one language. Provide hard copy and electronic documents related to the hiring process in multiple languages.

Does your institution implement employment incentives to attract African American employees such as any of the following (please select all that apply):

None / Not applicable

For African American employees not part of the tenure system at your institution are the following initiatives in place to help provide for promotion? If yes, please provide a dot point of the initiative(s).

Employees with career ladder enhancement

No

Self-development training

Yes

Please provide a dot point description of the (self-development training) initiative. (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS ITEM WAS MARKED "YES".)

- Continuous professional development classes offered to employees
- Professional Development funds offered to employees to use towards any forms of professional development such

as classes, training, conferences and more  
-Tuition Reimbursement

Are there other initiatives in place to help provide for promotion of African American employees to report for your institution?

Yes

Please provide additional information regarding related initiatives to help provide for promotion of African American employees . (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS ITEM WAS MARKED "YES".)

ECC is currently developing strategies to create a Multi-Cultural Center. Through the success of this effort, ECC will continue to employ the strategies for diversifying the staff to reflect the population it serves

How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements? Does your institution conduct internal studies or have surveys for monitoring the recruitment of African American employees, and have committees that monitor employment or departure of employees from the institution?

We are able to ensure compliance through HR and leadership oversight, training and awareness, various administrative procedures, practices, and policies as well as governing documents.

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the State of Illinois African American Employment Plan.**

Please describe any strategies that your institution is developing to meet the increasing numbers and need of African American students and public that may want access to your institution.

ECC is currently developing strategies to create a Multi-Cultural Center. Through the success of this effort, ECC will continue to employ the strategies for diversifying the staff to reflect the population it serves.

Does your institution currently have an African American Resource Center (AARC)?

No

For institutions with an AARC and a Director or Coordinator for that AARC please provide a YES/NO response to the following questions regarding the AARC Director/Coordinator. (NOTE: THIS ITEM ONLY ACCEPTS RESPONSES IF THE PREVIOUS ITEM WAS MARKED "YES". IF THE PREVIOUS ITEM WAS MARKED "NO", RESPONSE OPTIONS ARE VISIBLE, BUT CAN'T BE SELECTED.)

Is the center Director/Coordinator African American?	NO
Does the center Director/Coordinator assist in the recruitment of African American students?	NO

Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students?

No

## African American Employment Plan Survey (SB 3531/P.A. 96-1341)

### Fiscal Year 2018

Public Act 96-1341 requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty and staff at state colleges and universities. This report is required as part of the larger State African American Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

### Harper College

As of June 30, 2018, provide the number of faculty up for tenure at your institution:

	Total that received tenure	Total that did not receive tenure	Total African American faculty that received tenure	Total African American faculty that did not receive tenure
Total #	7	0	0	0

As of June 30, 2018, provide the number of faculty that separated or left the community college (retired or resigned):

	Total #
Total faculty that experienced separation from the college	15
Total African American faculty that experienced separation from the college	0

What percentage of your community college employees are union?

Less than 50%

Does your institution provide budget allocations specifically for the recruitment of African American faculty, administrators, or any level job category?

Yes

Provide the FY 2018 budget allocation(s) for each of these recruitment initiatives for African American faculty, administrators, or any level job category. (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS QUESTION RECEIVED A "YES" RESPONSE.)

6,793 for recruiting African American faculty and administrators. Ads were posted on AABHE, HBCU Connect and Association of Black Journalists. Another \$9,000 was used for recruiting diverse populations, including African Americans.

**This section of the survey will list all activities your institution has undertaken that would help in the implementation of the State of Illinois African American Employment Plan for Higher Education.**

What steps has your institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and Equal Employment Opportunity (EEO) are complying with legislative mandates for the African American Employment Plan for Higher Education?

Harper College has long established policies and procedures for ensuring that the institution is an equal opportunity employer. These include but are not limited to: institutional wide-strategic goals in place to attract and retain underrepresented employees in higher level faculty and administrator roles; regular reviews of all recruiting practices to ensure that there are adequate pipelines for attracting well –qualified African-American candidates; and search committee cultural competency training for hiring managers and employees who serve on search committees. Candidate pool diversity statistics for administrator and faculty search are collected and analyzed to ensure that the percentage of diverse applicants in the total pool remain consistent throughout the interview process. These statistics are reviewed by the Dean, Provost or VP, Special Assistant to the President for Diversity and Inclusion and Chief Human Resources Office.

**Please provide recommendations for increasing the number of African American teaching/administrative staff at your institution.**

Monitor the College’s multi-year plan targeting the recruitment and hiring of African-American faculty and staff. Continue to identify and participate in diversity specific conferences such as NCORE (National Conference on Race and Ethnicity in Higher Education), SHRM Diversity and Inclusion Conference, and other diversity- related conferences. Coordinate recruiting activities to attract African-American applicants. Continue to mandate training classes for all faculty search committee members to educate on diversity issues, legal compliance and cultural competency in the hiring process. Continually review and update the College Website to continue to create a more welcoming environment and to encourage individuals from under-represented groups to apply. Continue to maintain and expand the Diverse Faculty Fellow program to increase the number of individuals from underrepresented groups who become employees.

**Does your institution implement employment incentives to attract African American employees such as any of the following (please select all that apply):**

- Mentorship of a new African American Faculty

**For African American employees not part of the tenure system at your institution are the following initiatives in place to help provide for promotion? If yes, please provide a dot point of the initiative(s).**

**Employees with career ladder enhancement**

No

**Self-development training**

Yes

**Please provide a dot point description of the (self-development training) initiative. (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS ITEM WAS MARKED "YES".)**

African-American faculty and staff are provided with professional development dollars of up to \$1,150 to enhance their skill sets and eligibility for promotion. On-line course and workshops are available for faculty to develop skills.

**Are there other initiatives in place to help provide for promotion of African American employees to report for your institution?**

No

**How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements? Does your institution conduct internal studies or have surveys for monitoring the recruitment of African American employees, and have committees that monitor employment or departure of employees from the institution?**

Policies and procedures to ensure the College is an equal opportunity employer; review of recruiting practices to ensure adequate pipelines for attracting well-qualified African-American candidates and to ensure compliance with

Federal and State laws.

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the State of Illinois African American Employment Plan.**

Please describe any strategies that your institution is developing to meet the increasing numbers and need of African American students and public that may want access to your institution.

Many strategies have been put in place to not only reduce achievement gaps for specific populations, but also to raise achievement levels of all students. Those initiatives include closer curriculum alignment work with our district high schools, multiple measures for placement, developmental education reform, creation of a first year seminar course, and a new case management academic advising approach. With our new case management advising model, all new degree-seeking students are assigned an advisor upon entry who stays with that student until completion. The advisor helps the student to develop a semester-by-semester academic plan to meet intended goals and serves as a point person to guide the student through their Harper experience. Within this case management advising model, we are attending to our African American students in a few ways: a) we have hired African American advisors, b) advisors are able to sort their caseloads by race/ethnicity so they can identify these students and provide more intrusive assistance, if needed, and c) our new, credential-seeking African American students are included in our Early Alert system. Via Early Alert, faculty members can share notes of concern and/or kudos about a student's progress in class. Those notes go to the student and the assigned advisor so that the three may work as a team to promote the student's success. The College provides programs such as Summer Scholars, One Million Degrees and the Women's Program which are targeted at assisting populations of traditionally underrepresented students. Each program provides additional supports and financial assistance to students participating in those programs. The College has emergency funds available to all students, as well as Hawks Care resources - free food, school supplies, and lunch/grocery/gas cards. Lastly, African American students have the opportunity to engage as an affinity group through our Black Student Union, a recognized student organization on campus.

Does your institution currently have an African American Resource Center (AARC)?

No

Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students?

Yes

## African American Employment Plan Survey (SB 3531/P.A. 96-1341)

### Fiscal Year 2018

Public Act 96-1341 requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty and staff at state colleges and universities. This report is required as part of the larger State African American Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

### Heartland Community College

As of June 30, 2018, provide the number of faculty up for tenure at your institution:

	Total that received tenure	Total that did not receive tenure	Total African American faculty that received tenure	Total African American faculty that did not receive tenure
Total #	2	0	0	0

As of June 30, 2018, provide the number of faculty that separated or left the community college (retired or resigned):

	Total #
Total faculty that experienced separation from the college	4
Total African American faculty that experienced separation from the college	1

What percentage of your community college employees are union?

Less than 50%

Does your institution provide budget allocations specifically for the recruitment of African American faculty, administrators, or any level job category?

No

**This section of the survey will list all activities your institution has undertaken that would help in the implementation of the State of Illinois African American Employment Plan for Higher Education.**

What steps has your institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and Equal Employment Opportunity (EEO) are complying with legislative mandates for the African American Employment Plan for Higher Education?

HCC has comprehensive hiring guidelines that inform processes related to hiring, interviewing, and EEO. Employees who are involved in these recruitment processes complete an online training.

Please provide recommendations for increasing the number of African American teaching/administrative staff at your institution.

Ensure that information about employment opportunities is reaching African American populations. As appropriate,



this could include advertising positions on diversity-oriented online job boards and websites, such as the JBHE; utilizing diversity and inclusion email distribution lists; and targeting the local African American community.

Does your institution implement employment incentives to attract African American employees such as any of the following (please select all that apply):

- None / Not applicable

For African American employees not part of the tenure system at your institution are the following initiatives in place to help provide for promotion? If yes, please provide a dot point of the initiative(s).

Employees with career ladder enhancement

No

Self-development training

Yes

Please provide a dot point description of the (self-development training) initiative. (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS ITEM WAS MARKED "YES".)

- Seminars/workshops/conferences and other training
- Professional association memberships and publications
- Sabbaticals
- Tuition support

Are there other initiatives in place to help provide for promotion of African American employees to report for your institution?

No

How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements? Does your institution conduct internal studies or have surveys for monitoring the recruitment of African American employees, and have committees that monitor employment or departure of employees from the institution?

Hiring guidelines are designed to ensure a fair, effective hiring method that is in compliance with all applicable employment laws and the College's Equal Opportunity and Non-Discrimination policy.

HCC requests and collects EEO information from applicants, which is provided on a voluntary basis.

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the State of Illinois African American Employment Plan.**

Please describe any strategies that your institution is developing to meet the increasing numbers and need of African American students and public that may want access to your institution.

HCC has comprehensive student support services in place to assist all students in overcoming academic and personal barriers. The College has recently launched a Diversity and Inclusivity Task Team consisting of College employees and students in addition to community members. The charge of this task team is to review all College policies and practices related to diversity, inclusivity, and equity over the 2019 calendar year in order to identify opportunities for improvement. During this first phase of the project, the team will focus on assessing how well the College is serving and leveraging the talents of people of color.

Does your institution currently have an African American Resource Center (AARC)?

No

Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students?

No

## African American Employment Plan Survey (SB 3531/P.A. 96-1341)

### Fiscal Year 2018

Public Act 96-1341 requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty and staff at state colleges and universities. This report is required as part of the larger State African American Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

### Highland Community College

As of June 30, 2018, provide the number of faculty up for tenure at your institution:

	Total that received tenure	Total that did not receive tenure	Total African American faculty that received tenure	Total African American faculty that did not receive tenure
Total #	5	1	0	0

As of June 30, 2018, provide the number of faculty that separated or left the community college (retired or resigned):

	Total #
Total faculty that experienced separation from the college	5
Total African American faculty that experienced separation from the college	0

What percentage of your community college employees are union?

Less than 50%

Does your institution provide budget allocations specifically for the recruitment of African American faculty, administrators, or any level job category?

No

Provide the FY 2018 budget allocation(s) for each of these recruitment initiatives for African American faculty, administrators, or any level job category. (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS QUESTION RECEIVED A "YES" RESPONSE.)

We allocate budget resources for recruitment of a diverse applicant pool, but don't allocate specific amounts for distinct underrepresented populations.

**This section of the survey will list all activities your institution has undertaken that would help in the implementation of the State of Illinois African American Employment Plan for Higher Education.**

What steps has your institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and Equal Employment Opportunity (EEO) are complying with legislative mandates for the African American Employment Plan for Higher Education?

HR staff are trained on comprehensive search and hiring guidelines within state and federal mandates and Highland's

Affirmative Action Plan. Highland collects and analyzes employment data for each search. In addition, HR staff review all applicants that are received for open positions to ensure that candidates are not eliminated from the search by the search committee for reasons other than not meeting the qualifications of the position, application deadline or following application criteria.

Please provide recommendations for increasing the number of African American teaching/administrative staff at your institution.

Highland is aware of its obligation to have a diverse workforce and to actively increase the number of underrepresented individuals at all levels of the College. We continue to try different recruitment venues and sources to reach a more diverse candidate pool. Local newspapers that offer inclusion of job postings at such sites as Zip Recruiter and Indeed, at no additional charge, has also allowed a greater number of applicants to see our postings. Following the conclusion of a search, information from applicants, particularly those from underrepresented groups, is reviewed to determine how they found out about the open position. That data is used to determine where future job openings are posted. Also, Highland recently became a member of an Employer Summit group, which is made up of local organizations in the Freeport area. The purpose of the group is to share recruitment resources in order to reach a broader applicant base that we may not otherwise have access to, such as job fairs and diversity fairs.

Does your institution implement employment incentives to attract African American employees such as any of the following (please select all that apply):

- Community Linkages

For African American employees not part of the tenure system at your institution are the following initiatives in place to help provide for promotion? If yes, please provide a dot point of the initiative(s).

Employees with career ladder enhancement

No

Self-development training

Yes

Please provide a dot point description of the (self-development training) initiative. (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS ITEM WAS MARKED "YES".)

Professional development opportunities in the form of workshops, online training and one-on-one coaching. Tuition waivers for Highland classes are available to full-time and part-time employees.

Are there other initiatives in place to help provide for promotion of African American employees to report for your institution?

No

How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements? Does your institution conduct internal studies or have surveys for monitoring the recruitment of African American employees, and have committees that monitor employment or departure of employees from the institution?

A representative from the Equal Opportunity Employment/Affirmative Action (EOE/AA) committee is assigned to each search committee to participate in the review, interview and selection of candidates for all regular part-time and full-time positions. Prior to being involved in a search, each EOE/AA committee member participates in training that includes discrimination law and other applicable regulations, the search process and unconscious bias. All search committee members also receive training. Surveys are sent out to search committee members (including chairs and EOE/AA members) to gather feedback on their search committee experience. Questions differ based on the member role. Topics include whether additional search committee training is needed, if inappropriate questions were

asked of the applicants, if it was necessary to address any personal concerns by committee members about biases and prejudices, etc.

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the State of Illinois African American Employment Plan.**

Please describe any strategies that your institution is developing to meet the increasing numbers and need of African American students and public that may want access to your institution.

Highland recently applied for and received the Upward Bound TRiO grant, which started FY19. The grant allows Highland to serve/enroll a significantly minority population, including African American students. The services provided to high school students will assist them in their transition to Highland or another college after graduation.

Does your institution currently have an African American Resource Center (AARC)?

No

Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students?

Yes

## African American Employment Plan Survey (SB 3531/P.A. 96-1341)

### Fiscal Year 2018

Public Act 96-1341 requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty and staff at state colleges and universities. This report is required as part of the larger State African American Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

### Illinois Central College

As of June 30, 2018, provide the number of faculty up for tenure at your institution:

	Total that received tenure	Total that did not receive tenure	Total African American faculty that received tenure	Total African American faculty that did not receive tenure
Total #	5	1	0	0

As of June 30, 2018, provide the number of faculty that separated or left the community college (retired or resigned):

	Total #
Total faculty that experienced separation from the college	14
Total African American faculty that experienced separation from the college	1

What percentage of your community college employees are union?

Less than 50%

Does your institution provide budget allocations specifically for the recruitment of African American faculty, administrators, or any level job category?

Yes

Provide the FY 2018 budget allocation(s) for each of these recruitment initiatives for African American faculty, administrators, or any level job category. (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS QUESTION RECEIVED A "YES" RESPONSE.)

We allocated a total of \$115,832 for recruitment activities including staff.

**This section of the survey will list all activities your institution has undertaken that would help in the implementation of the State of Illinois African American Employment Plan for Higher Education.**

What steps has your institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and Equal Employment Opportunity (EEO) are complying with legislative mandates for the African American Employment Plan for Higher Education?

We have a strong Affirmative Action Plan providing the institution guidance on employment and retention goals.

The offices of EEO and Human Resources work together to ensure the institutions sourcing, interviewing, and selection is based on non-bias factors. Staff receiving training on EEO compliance, non-bias selection techniques.

Please provide recommendations for increasing the number of African American teaching/administrative staff at your institution.

- A. Maintaining the Faculty Fellow program
- B. Targeted recruitment of HLC qualified minority candidates
- C. Implement referral bonus program

Does your institution implement employment incentives to attract African American employees such as any of the following (please select all that apply):

- Internships
- Community Linkages
- Mentorship of a new African American Faculty

For African American employees not part of the tenure system at your institution are the following initiatives in place to help provide for promotion? If yes, please provide a dot point of the initiative(s).

Employees with career ladder enhancement

Yes

Please provide a dot point description of the (career ladder) initiative. (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS ITEM WAS MARKED "YES".)

Mentorship programs are available for non-tenured faculty. ICC offers various online and classroom development opportunities that would prepare staff for promotion. All employees are eligible for promotion through our open job posting system.

Self-development training

Yes

Please provide a dot point description of the (self-development training) initiative. (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS ITEM WAS MARKED "YES".)

ICC offers various online and classroom development opportunities that would prepare staff for promotion. Employees have annual career discussions with supervisors.

Are there other initiatives in place to help provide for promotion of African American employees to report for your institution?

Yes

Please provide additional information regarding related initiatives to help provide for promotion of African American employees . (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS ITEM WAS MARKED "YES".)

Our in-house job posting process allows for internal candidates to view and bid on positions prior to external candidate selection.

How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements? Does your institution conduct internal studies or have surveys for monitoring the recruitment of African American employees, and have committees that monitor employment or departure of employees from the institution?

Through periodic review and reporting of hiring and promotion of staff.

Illinois Central College is committed to the concept and practice of equal opportunity and affirmative action in all aspects of employment. The College maintains an Affirmative Action Plan written on an annual basis to reaffirm Illinois Central College's continuing commitment to the principles of equal employment opportunity and affirmative action, to increase and ensure the effectiveness of its programs, and to continue to monitor and evaluate the results.

The President, as Chief Executive Officer, has the ultimate responsibility for administration of the College's Affirmative Action Plan, including periodic audits of equal employment opportunity practices, establishment of special programs to supplement affirmative action activities, and guidance in handling specific problems which may arise. The affirmative action progress is reviewed annually with administrative personnel and Board of Trustees.

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the State of Illinois African American Employment Plan.**

Please describe any strategies that your institution is developing to meet the increasing numbers and need of African American students and public that may want access to your institution.

The following goals are part of the College's FY'18 strategic initiatives:

- A. Early College in both CTE and General Education Programming
- B. Increase the number of Early College opportunities for students in under served dual credit schools
- C. Increase the number of strong start agreements across the school districts served by ICC

In addition, we continue to implement comprehension strategies for increasing and retaining African American students. We collaborate with local public school districts and community partners.

Does your institution currently have an African American Resource Center (AARC)?

No

Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students?

Yes



## African American Employment Plan Survey (SB 3531/P.A. 96-1341)

### Fiscal Year 2018

Public Act 96-1341 requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty and staff at state colleges and universities. This report is required as part of the larger State African American Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

### Illinois Eastern Community Colleges – District Office

As of June 30, 2018, provide the number of faculty up for tenure at your institution:

	Total that received tenure	Total that did not receive tenure	Total African American faculty that received tenure	Total African American faculty that did not receive tenure
Total #	0	1	0	0

As of June 30, 2018, provide the number of faculty that separated or left the community college (retired or resigned):

	Total #
Total faculty that experienced separation from the college	2
Total African American faculty that experienced separation from the college	-1

What percentage of your community college employees are union?

Less than 50%

Does your institution provide budget allocations specifically for the recruitment of African American faculty, administrators, or any level job category?

No

**This section of the survey will list all activities your institution has undertaken that would help in the implementation of the State of Illinois African American Employment Plan for Higher Education.**

What steps has your institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and Equal Employment Opportunity (EEO) are complying with legislative mandates for the African American Employment Plan for Higher Education?

Guidance and review by our legal counsel.

Please provide recommendations for increasing the number of African American teaching/administrative staff at your institution.

N/A

Does your institution implement employment incentives to attract African American employees such as any of the following (please select all that apply):

- None / Not applicable

For African American employees not part of the tenure system at your institution are the following initiatives in place to help provide for promotion? If yes, please provide a dot point of the initiative(s).

Employees with career ladder enhancement

No

Self-development training

No

Are there other initiatives in place to help provide for promotion of African American employees to report for your institution?

No

How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements? Does your institution conduct internal studies or have surveys for monitoring the recruitment of African American employees, and have committees that monitor employment or departure of employees from the institution?

Training by the HR department.

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the State of Illinois African American Employment Plan.**

Please describe any strategies that your institution is developing to meet the increasing numbers and need of African American students and public that may want access to your institution.

N/A

Does your institution currently have an African American Resource Center (AARC)?

No

Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students?

N/A

## African American Employment Plan Survey (SB 3531/P.A. 96-1341)

### Fiscal Year 2018

Public Act 96-1341 requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty and staff at state colleges and universities. This report is required as part of the larger State African American Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

### Illinois Eastern Community Colleges – Frontier Community College

As of June 30, 2018, provide the number of faculty up for tenure at your institution:

	Total that received tenure	Total that did not receive tenure	Total African American faculty that received tenure	Total African American faculty that did not receive tenure
Total #	1	2	0	0

As of June 30, 2018, provide the number of faculty that separated or left the community college (retired or resigned):

	Total #
Total faculty that experienced separation from the college	0
Total African American faculty that experienced separation from the college	0

What percentage of your community college employees are union?

Less than 50%

Does your institution provide budget allocations specifically for the recruitment of African American faculty, administrators, or any level job category?

No

**This section of the survey will list all activities your institution has undertaken that would help in the implementation of the State of Illinois African American Employment Plan for Higher Education.**

What steps has your institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and Equal Employment Opportunity (EEO) are complying with legislative mandates for the African American Employment Plan for Higher Education?

Guidance and review by our legal counsel.

Please provide recommendations for increasing the number of African American teaching/administrative staff at your institution.

N/A

Does your institution implement employment incentives to attract African American employees such as any of the following (please select all that apply):

- None / Not applicable

For African American employees not part of the tenure system at your institution are the following initiatives in place to help provide for promotion? If yes, please provide a dot point of the initiative(s).

Employees with career ladder enhancement

No

Self-development training

No

Are there other initiatives in place to help provide for promotion of African American employees to report for your institution?

No

How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements? Does your institution conduct internal studies or have surveys for monitoring the recruitment of African American employees, and have committees that monitor employment or departure of employees from the institution?

Training by the HR department.

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the State of Illinois African American Employment Plan.**

Please describe any strategies that your institution is developing to meet the increasing numbers and need of African American students and public that may want access to your institution.

N/A

Does your institution currently have an African American Resource Center (AARC)?

No

Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students?

N/A

## African American Employment Plan Survey (SB 3531/P.A. 96-1341)

### Fiscal Year 2018

Public Act 96-1341 requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty and staff at state colleges and universities. This report is required as part of the larger State African American Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

### Illinois Eastern Community Colleges – Lincoln Trail College

As of June 30, 2018, provide the number of faculty up for tenure at your institution:

	Total that received tenure	Total that did not receive tenure	Total African American faculty that received tenure	Total African American faculty that did not receive tenure
Total #	2	2	0	0

As of June 30, 2018, provide the number of faculty that separated or left the community college (retired or resigned):

	Total #
Total faculty that experienced separation from the college	2
Total African American faculty that experienced separation from the college	0

What percentage of your community college employees are union?

Less than 50%

Does your institution provide budget allocations specifically for the recruitment of African American faculty, administrators, or any level job category?

No

**This section of the survey will list all activities your institution has undertaken that would help in the implementation of the State of Illinois African American Employment Plan for Higher Education.**

What steps has your institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and Equal Employment Opportunity (EEO) are complying with legislative mandates for the African American Employment Plan for Higher Education?

Guidance and review by our legal counsel.

Please provide recommendations for increasing the number of African American teaching/administrative staff at your institution.

N/A

Does your institution implement employment incentives to attract African American employees such as any of the following (please select all that apply):

- None / Not applicable

For African American employees not part of the tenure system at your institution are the following initiatives in place to help provide for promotion? If yes, please provide a dot point of the initiative(s).

Employees with career ladder enhancement

No

Self-development training

No

Are there other initiatives in place to help provide for promotion of African American employees to report for your institution?

No

How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements? Does your institution conduct internal studies or have surveys for monitoring the recruitment of African American employees, and have committees that monitor employment or departure of employees from the institution?

Training by the HR department.

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the State of Illinois African American Employment Plan.**

Please describe any strategies that your institution is developing to meet the increasing numbers and need of African American students and public that may want access to your institution.

N/A

Does your institution currently have an African American Resource Center (AARC)?

No

Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students?

N/A

## African American Employment Plan Survey (SB 3531/P.A. 96-1341)

### Fiscal Year 2018

Public Act 96-1341 requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty and staff at state colleges and universities. This report is required as part of the larger State African American Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

### Illinois Eastern Community Colleges – Olney Central College

As of June 30, 2018, provide the number of faculty up for tenure at your institution:

	Total that received tenure	Total that did not receive tenure	Total African American faculty that received tenure	Total African American faculty that did not receive tenure
Total #	2	3	0	0

As of June 30, 2018, provide the number of faculty that separated or left the community college (retired or resigned):

	Total #
Total faculty that experienced separation from the college	2
Total African American faculty that experienced separation from the college	0

What percentage of your community college employees are union?

Less than 50%

Does your institution provide budget allocations specifically for the recruitment of African American faculty, administrators, or any level job category?

No

**This section of the survey will list all activities your institution has undertaken that would help in the implementation of the State of Illinois African American Employment Plan for Higher Education.**

What steps has your institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and Equal Employment Opportunity (EEO) are complying with legislative mandates for the African American Employment Plan for Higher Education?

Guidance and review by our legal counsel.

Please provide recommendations for increasing the number of African American teaching/administrative staff at your institution.

N/A

Does your institution implement employment incentives to attract African American employees such as any of the following (please select all that apply):

- None / Not applicable

For African American employees not part of the tenure system at your institution are the following initiatives in place to help provide for promotion? If yes, please provide a dot point of the initiative(s).

Employees with career ladder enhancement

No

Self-development training

No

Are there other initiatives in place to help provide for promotion of African American employees to report for your institution?

No

How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements? Does your institution conduct internal studies or have surveys for monitoring the recruitment of African American employees, and have committees that monitor employment or departure of employees from the institution?

Training by the HR department.

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the State of Illinois African American Employment Plan.**

Please describe any strategies that your institution is developing to meet the increasing numbers and need of African American students and public that may want access to your institution.

Training by the HR department.

Does your institution currently have an African American Resource Center (AARC)?

No

Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students?

N/A



## African American Employment Plan Survey (SB 3531/P.A. 96-1341)

### Fiscal Year 2018

Public Act 96-1341 requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty and staff at state colleges and universities. This report is required as part of the larger State African American Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

### Illinois Eastern Community Colleges – Wabash Valley College

As of June 30, 2018, provide the number of faculty up for tenure at your institution:

	Total that received tenure	Total that did not receive tenure	Total African American faculty that received tenure	Total African American faculty that did not receive tenure
Total #	0	3	0	0

As of June 30, 2018, provide the number of faculty that separated or left the community college (retired or resigned):

	Total #
Total faculty that experienced separation from the college	2
Total African American faculty that experienced separation from the college	-3

What percentage of your community college employees are union?

Less than 50%

Does your institution provide budget allocations specifically for the recruitment of African American faculty, administrators, or any level job category?

No

**This section of the survey will list all activities your institution has undertaken that would help in the implementation of the State of Illinois African American Employment Plan for Higher Education.**

What steps has your institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and Equal Employment Opportunity (EEO) are complying with legislative mandates for the African American Employment Plan for Higher Education?

Guidance and review by our legal counsel.

Please provide recommendations for increasing the number of African American teaching/administrative staff at your institution.

N/A

Does your institution implement employment incentives to attract African American employees such as any of the following (please select all that apply):

- None / Not applicable

For African American employees not part of the tenure system at your institution are the following initiatives in place to help provide for promotion? If yes, please provide a dot point of the initiative(s).

Employees with career ladder enhancement

No

Self-development training

No

Are there other initiatives in place to help provide for promotion of African American employees to report for your institution?

No

How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements? Does your institution conduct internal studies or have surveys for monitoring the recruitment of African American employees, and have committees that monitor employment or departure of employees from the institution?

Training by the HR department.

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the State of Illinois African American Employment Plan.**

Please describe any strategies that your institution is developing to meet the increasing numbers and need of African American students and public that may want access to your institution.

N/A

Does your institution currently have an African American Resource Center (AARC)?

No

Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students?

N/A

## African American Employment Plan Survey (SB 3531/P.A. 96-1341)

### Fiscal Year 2018

Public Act 96-1341 requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty and staff at state colleges and universities. This report is required as part of the larger State African American Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

### Illinois Valley Community College

As of June 30, 2018, provide the number of faculty up for tenure at your institution:

	Total that received tenure	Total that did not receive tenure	Total African American faculty that received tenure	Total African American faculty that did not receive tenure
Total #	2	0	0	0

As of June 30, 2018, provide the number of faculty that separated or left the community college (retired or resigned):

	Total #
Total faculty that experienced separation from the college	15
Total African American faculty that experienced separation from the college	1

What percentage of your community college employees are union?

Less than 50%

Does your institution provide budget allocations specifically for the recruitment of African American faculty, administrators, or any level job category?

No

**This section of the survey will list all activities your institution has undertaken that would help in the implementation of the State of Illinois African American Employment Plan for Higher Education.**

What steps has your institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and Equal Employment Opportunity (EEO) are complying with legislative mandates for the African American Employment Plan for Higher Education?

All search committee's receive training prior to serving on the committee whether in a hiring or recommendation capacity. In this training, the institutions commitment statements towards affirmative action, EEO, diversity and inclusion are discussed.

Please provide recommendations for increasing the number of African American teaching/administrative staff at your institution.

IVCC's Board of Trustees has adopted an Affirmation Action Policy. The Equal Employment Opportunity statement

is incorporated in the following publications and forms: Leases, purchase orders, contracts, college catalog, faculty handbook, employee guidebook and all job postings.

Does your institution implement employment incentives to attract African American employees such as any of the following (please select all that apply):

- Mentorship of a new African American Faculty

For African American employees not part of the tenure system at your institution are the following initiatives in place to help provide for promotion? If yes, please provide a dot point of the initiative(s).

Employees with career ladder enhancement

No

Self-development training

Yes

Please provide a dot point description of the (self-development training) initiative. (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS ITEM WAS MARKED "YES".)

Tuition waiver, continuing education classes, job shadow program, faculty development day, workshops, and support staff development day

Are there other initiatives in place to help provide for promotion of African American employees to report for your institution?

No

How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements? Does your institution conduct internal studies or have surveys for monitoring the recruitment of African American employees, and have committees that monitor employment or departure of employees from the institution?

All job postings adhere to a strict process in which HR instructs and reviews all committee processes to ensure that all populations are fairly represented.

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the State of Illinois African American Employment Plan.**

Please describe any strategies that your institution is developing to meet the increasing numbers and need of African American students and public that may want access to your institution.

Due to the low percentage of workforce populations within the area there are currently no initiatives.

Does your institution currently have an African American Resource Center (AARC)?

No

Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students?

No

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### Fiscal Year 2018

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### John A. Logan College

As of June 30, 2018, provide the number of faculty up for tenure at your institution:

	Total that received tenure	Total that did not receive tenure	Total African American faculty that received tenure	Total African American faculty that did not receive tenure
Total #	3	0	0	0

As of June 30, 2018, provide the number of faculty that separated or left the community college (retired or resigned):

	Total #
Total faculty that experienced separation from the college	4
Total African American faculty that experienced separation from the college	0

What percentage of your community college employees are union?

More than 50%

Does your institution provide budget allocations specifically for the recruitment of African American faculty, administrators, or any level job category?

No

**This section of the survey will list all activities your institution has undertaken that would help in the implementation of the State of Illinois African American Employment Plan for Higher Education.**

What steps has your institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and Equal Employment Opportunity (EEO) are complying with legislative mandates for the African American Employment Plan for Higher Education?

The College received national recognition for its Affirmative Action Plan. The Office of Federal Contract Compliance has sought permission to use John A. Logan College's AA Plan as a template to share nation-wide. The College AA Plan list in detail the continuing efforts the college addresses to meet legislative mandates.

Please provide recommendations for increasing the number of African American teaching/administrative staff at your institution.

The college continues to work with the local community and university to increase the number of qualified minority

applicant pool at John A. Logan College. The College employs a stand alone diversity and inclusive officer that hosts events and promotes minority activities on campus. In detail, the College Affirmative Action Plan lists the steps taken to increase minority staff.

Does your institution implement employment incentives to attract African American employees such as any of the following (please select all that apply):

- None / Not applicable

For African American employees not part of the tenure system at your institution are the following initiatives in place to help provide for promotion? If yes, please provide a dot point of the initiative(s).

Employees with career ladder enhancement

No

Self-development training

Yes

Please provide a dot point description of the (self-development training) initiative. (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS ITEM WAS MARKED "YES".)

The College allocates professional-development funds for faculty & staff.

Are there other initiatives in place to help provide for promotion of African American employees to report for your institution?

No

How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements? Does your institution conduct internal studies or have surveys for monitoring the recruitment of African American employees, and have committees that monitor employment or departure of employees from the institution?

The College frequently meets with legal counsel to ensure policies and procedures are in alignment with state and federal mandates. The College was recognized by the EEOC as an equal opportunity employer.

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the State of Illinois African American Employment Plan.**

Please describe any strategies that your institution is developing to meet the increasing numbers and need of African American students and public that may want access to your institution.

The College offers a program for minority candidates that pays for specialized training in return for a commitment to work at Logan for a fixed period of time or reimburse the institution for funds expended

Does your institution currently have an African American Resource Center (AARC)?

Yes

If the previous response indicated the institution has an African American Resource Center (AARC) does the center have a Director or Coordinator that can help address the needs of African American students? (NOTE: THIS ITEM ONLY ACCEPTS A RESPONSE IF THE PREVIOUS ITEM WAS MARKED "YES". IF THE PREVIOUS ITEM WAS MARKED "NO", RESPONSE OPTIONS ARE VISIBLE, BUT CAN'T BE SELECTED.)

Yes

For institutions with an AARC and a Director or Coordinator for that AARC please provide a YES/NO response to the following questions regarding the AARC Director/Coordinator. (NOTE: THIS ITEM ONLY ACCEPTS RESPONSES IF THE PREVIOUS ITEM WAS MARKED "YES". IF THE PREVIOUS ITEM WAS MARKED "NO", RESPONSE OPTIONS ARE VISIBLE, BUT CAN'T BE SELECTED.)

Is the center Director/Coordinator African American?	YES
Does the center Director/Coordinator assist in the recruitment of African American students?	YES

Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students?

Yes



## African American Employment Plan Survey (SB 3531/P.A. 96-1341)

### Fiscal Year 2018

Public Act 96-1341 requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty and staff at state colleges and universities. This report is required as part of the larger State African American Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

### John Wood Community College

As of June 30, 2018, provide the number of faculty up for tenure at your institution:

	Total that received tenure	Total that did not receive tenure	Total African American faculty that received tenure	Total African American faculty that did not receive tenure
Total #	0	0	0	0

As of June 30, 2018, provide the number of faculty that separated or left the community college (retired or resigned):

	Total #
Total faculty that experienced separation from the college	1
Total African American faculty that experienced separation from the college	0

What percentage of your community college employees are union?

Less than 50%

Does your institution provide budget allocations specifically for the recruitment of African American faculty, administrators, or any level job category?

No

**This section of the survey will list all activities your institution has undertaken that would help in the implementation of the State of Illinois African American Employment Plan for Higher Education.**

What steps has your institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and Equal Employment Opportunity (EEO) are complying with legislative mandates for the African American Employment Plan for Higher Education?

- A voluntary EEO form is mailed to each applicant. For those who return the form and indicate that he or she is in a protected class, and if not selected for interview or hire by the interview committee, the HR representatives require specific reasons as to what the reasons were to ensure all reasons are qualifications-related.
- An HR representative is present during the selection process to ensure compliance with EEO standards.
- Additionally, all employees who are part of the interview committee or selection process are provided with information and training regarding a selection based on qualifications and not personal appearance, beliefs, race or ethnicity.

Please provide recommendations for increasing the number of African American teaching/administrative staff at your institution.

- Suggest professional and personal connections with outside sources and people talk about the college being a good workplace and applying for positions.
- HR will review returned EEO forms and suggest to search committees that some applicants might be interviewed based on merit, without noting the applicants are African American.

Does your institution implement employment incentives to attract African American employees such as any of the following (please select all that apply):

- None / Not applicable

For African American employees not part of the tenure system at your institution are the following initiatives in place to help provide for promotion? If yes, please provide a dot point of the initiative(s).

Employees with career ladder enhancement

Yes

Please provide a dot point description of the (career ladder) initiative. (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS ITEM WAS MARKED "YES".)

- Qualified associate faculty may apply for full-time faculty positions when available. Full-time faculty are on a tenure track.
- Employees are encouraged to apply for any open positions they are qualified for.

Self-development training

Yes

Please provide a dot point description of the (self-development training) initiative. (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS ITEM WAS MARKED "YES".)

- Regular employees and associate faculty may participate in related training held for employees and can participate in tuition waivers for JWCC classes.
- Faculty and associate faculty can participate in Faculty Senate.

Are there other initiatives in place to help provide for promotion of African American employees to report for your institution?

Yes

Please provide additional information regarding related initiatives to help provide for promotion of African American employees. (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS ITEM WAS MARKED "YES".)

- All employees are encouraged to apply for any open positions, although some positions may be unlikely due to qualifications of education and experience.

How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements? Does your institution conduct internal studies or have surveys for monitoring the recruitment of African American employees, and have committees that monitor employment or departure of employees from the institution?

- HR oversees all hiring and promotion interview and selection processes.
- HR ensures EEO standards are followed.

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the State of Illinois African American Employment Plan.**

Please describe any strategies that your institution is developing to meet the increasing numbers and need of African American students and public that may want access to your institution.

Reports are provided to administration regarding numbers of staff. Discussion is ongoing as to ways to increase African American staff.

Does your institution currently have an African American Resource Center (AARC)?

No

Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students?

No

## African American Employment Plan Survey (SB 3531/P.A. 96-1341)

### Fiscal Year 2018

Public Act 96-1341 requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty and staff at state colleges and universities. This report is required as part of the larger State African American Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

### Joliet Junior College

As of June 30, 2018, provide the number of faculty up for tenure at your institution:

	Total that received tenure	Total that did not receive tenure	Total African American faculty that received tenure	Total African American faculty that did not receive tenure
Total #	11	0	0	0

As of June 30, 2018, provide the number of faculty that separated or left the community college (retired or resigned):

	Total #
Total faculty that experienced separation from the college	0
Total African American faculty that experienced separation from the college	0

What percentage of your community college employees are union?

More than 50%

Does your institution provide budget allocations specifically for the recruitment of African American faculty, administrators, or any level job category?

Yes

Provide the FY 2018 budget allocation(s) for each of these recruitment initiatives for African American faculty, administrators, or any level job category. (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS QUESTION RECEIVED A "YES" RESPONSE.)

The college demonstrates their commitment to the African American student population through its efforts on behalf of the President's Diversity and Inclusion Council, where issues related to diversity are addressed at the President's level.

**This section of the survey will list all activities your institution has undertaken that would help in the implementation of the State of Illinois African American Employment Plan for Higher Education.**

What steps has your institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and Equal Employment Opportunity (EEO) are complying with legislative mandates for the African American Employment Plan for Higher Education?

Some of these tailored programs and activities are inclusive of an African American Teen Summit, where area high school African American students gather to discuss issues affecting the African-American community while exploring the benefits of higher education. At this annual summit, workshops held explore such topics as the Black achievement gap, what is grit, cultural appropriations, and the pertinence of black history in America etc. The Office of Multicultural Student Affairs also conducts presentations in high schools, community-based organizations, and churches within District 525 that have high numbers of African-American students to encourage college access and persistence. OMSA also runs a minority male mentoring initiative entitled, Brother2Brother, where minority males come together in support of one another academically and socially while being mentored by African-American staff and faculty members. Additionally, JJC coordinates scholarship and financial aid workshops to prospective and current minority students. JJC also provides forums for diverse students to voice their concerns as it relates to being a member of a diverse group. Examples include campus-wide diversity dialogs and Multicultural Student Caucuses where underrepresented students consult with one another and discuss current campus climate issues to improve the greater campus community.

**Please provide recommendations for increasing the number of African American teaching/administrative staff at your institution.**

Under the leadership of the of the President's Diversity and Inclusion Council, an African-American Retention Committee has been developed to determine and eliminate barriers to persistence, retention and completion. Moreover, this Team is also addressing issues of College and Career Readiness, Inclusion, and Guided Pathways.

**Does your institution implement employment incentives to attract African American employees such as any of the following (please select all that apply):**

- None / Not applicable

**For African American employees not part of the tenure system at your institution are the following initiatives in place to help provide for promotion? If yes, please provide a dot point of the initiative(s).**

**Employees with career ladder enhancement**

No

**Self-development training**

No

**Are there other initiatives in place to help provide for promotion of African American employees to report for your institution?**

No

**Please provide additional information regarding related initiatives to help provide for promotion of African American employees . (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS ITEM WAS MARKED "YES".)**

The college has prepared a written inclusion/diversity plan which is available and shared with hiring managers and HR personnel

**How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements? Does your institution conduct internal studies or have surveys for monitoring the recruitment of African American employees, and have committees that monitor employment or departure of employees from the institution?**

The college continues to implement a 3-year Strategic Enrollment Management (SEM) Plan, Momentum 2020, to meet the growing needs of our diverse student population. This plan includes initiatives to increase and strengthen student enrollment, retention, completion and success through Guided Pathways, Hispanic Serving Institution,

College and Career Readiness, Technology, and Personal and Professional Development.

•JJC offers a designated department, Office of Multicultural Student Affairs (OMSA), and staff members to provide support for underrepresented students. OMSA provides outreach, academic guidance, cultural resources, and leadership opportunities to enhance the educational experience and facilitate the academic and personal growth of underrepresented students. OMSA seeks to increase enrollment and ensure optimal academic success, retention and graduation of underrepresented groups.

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the State of Illinois African American Employment Plan.**

Please describe any strategies that your institution is developing to meet the increasing numbers and need of African American students and public that may want access to your institution.

The college continues to implement a 3-year Strategic Enrollment Management (SEM) Plan, Momentum 2020, to meet the growing needs of our diverse student population. This plan includes initiatives to increase and strengthen student enrollment, retention, completion and success through Guided Pathways, Hispanic Serving Institution, College and Career Readiness, Technology, and Personal and Professional Development.

•JJC offers a designated department, Office of Multicultural Student Affairs (OMSA), and staff members to provide support for underrepresented students. OMSA provides outreach, academic guidance, cultural resources, and leadership opportunities to enhance the educational experience and facilitate the academic and personal growth of underrepresented students. OMSA seeks to increase enrollment and ensure optimal academic success, retention and graduation of underrepresented groups.

Does your institution currently have an African American Resource Center (AARC)?

Yes

If the previous response indicated the institution has an African American Resource Center (AARC) does the center have a Director or Coordinator that can help address the needs of African American students? (NOTE: THIS ITEM ONLY ACCEPTS A RESPONSE IF THE PREVIOUS ITEM WAS MARKED "YES". IF THE PREVIOUS ITEM WAS MARKED "NO", RESPONSE OPTIONS ARE VISIBLE, BUT CAN'T BE SELECTED.)

Yes

For institutions with an AARC and a Director or Coordinator for that AARC please provide a YES/NO response to the following questions regarding the AARC Director/Coordinator. (NOTE: THIS ITEM ONLY ACCEPTS RESPONSES IF THE PREVIOUS ITEM WAS MARKED "YES". IF THE PREVIOUS ITEM WAS MARKED "NO", RESPONSE OPTIONS ARE VISIBLE, BUT CAN'T BE SELECTED.)

Is the center Director/Coordinator African American?	NO
Does the center Director/Coordinator assist in the recruitment of African American students?	YES

Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students?

Yes

## African American Employment Plan Survey (SB 3531/P.A. 96-1341)

### Fiscal Year 2018

Public Act 96-1341 requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty and staff at state colleges and universities. This report is required as part of the larger State African American Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

### Kankakee Community College

As of June 30, 2018, provide the number of faculty up for tenure at your institution:

	Total that received tenure	Total that did not receive tenure	Total African American faculty that received tenure	Total African American faculty that did not receive tenure
Total #	2	0	0	0

As of June 30, 2018, provide the number of faculty that separated or left the community college (retired or resigned):

	Total #
Total faculty that experienced separation from the college	5
Total African American faculty that experienced separation from the college	0

What percentage of your community college employees are union?

Less than 50%

Does your institution provide budget allocations specifically for the recruitment of African American faculty, administrators, or any level job category?

No

**This section of the survey will list all activities your institution has undertaken that would help in the implementation of the State of Illinois African American Employment Plan for Higher Education.**

What steps has your institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and Equal Employment Opportunity (EEO) are complying with legislative mandates for the African American Employment Plan for Higher Education?

HR oversees the screening and hiring process for all staff and faculty in order to maintain fairness & consistency in the process. Each screening committee is trained in the process and is required to sign a confidentiality agreement. HR tracks the applicant pool using NEOGOV at each step of the screening process to ensure that a diverse pool of qualified applicants (gender and ethnicity) is considered before interviews are scheduled.

Please provide recommendations for increasing the number of African American teaching/administrative staff at your institution.

KCC faculty and staff maintain strong community ties in order to recruit African American employees through: outreach from the Diversity, Inclusion, & Equity Committee, open communications with city & county leaders, Brother2Brother and Sister Circle collaborations, participation in community-wide Black History Planning committees, partnerships with the Kankakee library, and mentoring programs in the local schools.

Does your institution implement employment incentives to attract African American employees such as any of the following (please select all that apply):

- Community Linkages
- Mentorship of a new African American Faculty
- Staff Employment Recruitment Plan

For African American employees not part of the tenure system at your institution are the following initiatives in place to help provide for promotion? If yes, please provide a dot point of the initiative(s).

Employees with career ladder enhancement

No

Self-development training

No

Are there other initiatives in place to help provide for promotion of African American employees to report for your institution?

No

How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements? Does your institution conduct internal studies or have surveys for monitoring the recruitment of African American employees, and have committees that monitor employment or departure of employees from the institution?

HR oversees a structured hiring & promotion process, as well as conducts exit interviews with each departing employee.

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the State of Illinois African American Employment Plan.**

Please describe any strategies that your institution is developing to meet the increasing numbers and need of African American students and public that may want access to your institution.

KCC faculty and staff maintain strong community ties in order to recruit African American employees through: outreach from the Diversity, Inclusion, & Equity Committee, open communications with city & county leaders, Brother2Brother and Sister Circle collaborations, participation in community-wide Black History Planning committees, partnerships with the Kankakee library, and mentoring programs in the local schools.

Does your institution currently have an African American Resource Center (AARC)?

No



For institutions with an AARC and a Director or Coordinator for that AARC please provide a YES/NO response to the following questions regarding the AARC Director/Coordinator. (NOTE: THIS ITEM ONLY ACCEPTS RESPONSES IF THE PREVIOUS ITEM WAS MARKED "YES". IF THE PREVIOUS ITEM WAS MARKED "NO", RESPONSE OPTIONS ARE VISIBLE, BUT CAN'T BE SELECTED.)

Is the center Director/Coordinator African American?	NO
Does the center Director/Coordinator assist in the recruitment of African American students?	NO

Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students?

Yes

## African American Employment Plan Survey (SB 3531/P.A. 96-1341)

### Fiscal Year 2018

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### Kaskaskia College

As of June 30, 2018, provide the number of faculty up for tenure at your institution:

	Total that received tenure	Total that did not receive tenure	Total African American faculty that received tenure	Total African American faculty that did not receive tenure
Total #	2	0	0	0

As of June 30, 2018, provide the number of faculty that separated or left the community college (retired or resigned):

	Total #
Total faculty that experienced separation from the college	4
Total African American faculty that experienced separation from the college	0

What percentage of your community college employees are union?

Less than 50%

Does your institution provide budget allocations specifically for the recruitment of African American faculty, administrators, or any level job category?

No

**This section of the survey will list all activities your institution has undertaken that would help in the implementation of the State of Illinois African American Employment Plan for Higher Education.**

What steps has your institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and Equal Employment Opportunity (EEO) are complying with legislative mandates for the African American Employment Plan for Higher Education?

Hiring for regular full time and part-time positions is done by diverse search committees with training by the HR Office. Professional growth and development training covers diversity issues.

Please provide recommendations for increasing the number of African American teaching/administrative staff at your institution.

While we are a rural college and do still have a need to advertise in local newspapers the College has expanded

recruiting to expand our candidate pool and be more effective with diversity hiring. As newspaper readership has declined and minority candidates utilize newspapers less than Caucasian readers, the College has utilized other resources such as using Indeed.com, posting vacancies on the College web site, on bulletin boards at the college and distributing to community partners. Additionally, this fiscal year the College is starting to utilize the Illinois Job Network. This resource is a widely used resource for unemployed Illinois job seekers. Unemployment is highest with diverse candidates so this should further enhance our diversity recruiting efforts.

Does your institution implement employment incentives to attract African American employees such as any of the following (please select all that apply):

- None / Not applicable

For African American employees not part of the tenure system at your institution are the following initiatives in place to help provide for promotion? If yes, please provide a dot point of the initiative(s).

Employees with career ladder enhancement

No

Self-development training

No

Are there other initiatives in place to help provide for promotion of African American employees to report for your institution?

No

How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements? Does your institution conduct internal studies or have surveys for monitoring the recruitment of African American employees, and have committees that monitor employment or departure of employees from the institution?

The hiring process is overseen by the HR department.

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the State of Illinois African American Employment Plan.**

Please describe any strategies that your institution is developing to meet the increasing numbers and need of African American students and public that may want access to your institution.

N/A

Does your institution currently have an African American Resource Center (AARC)?

No

Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students?

No

## African American Employment Plan Survey (SB 3531/P.A. 96-1341)

### Fiscal Year 2018

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### Kishwaukee College

As of June 30, 2018, provide the number of faculty up for tenure at your institution:

	Total that received tenure	Total that did not receive tenure	Total African American faculty that received tenure	Total African American faculty that did not receive tenure
Total #	4	0	0	0

As of June 30, 2018, provide the number of faculty that separated or left the community college (retired or resigned):

	Total #
Total faculty that experienced separation from the college	3
Total African American faculty that experienced separation from the college	0

What percentage of your community college employees are union?

More than 50%

Does your institution provide budget allocations specifically for the recruitment of African American faculty, administrators, or any level job category?

No

**This section of the survey will list all activities your institution has undertaken that would help in the implementation of the State of Illinois African American Employment Plan for Higher Education.**

What steps has your institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and Equal Employment Opportunity (EEO) are complying with legislative mandates for the African American Employment Plan for Higher Education?

The College is not subject to the legislative mandate of the plan, however, the College follows EEOC, state, and local laws and actively seeks to employ underrepresented groups, including African Americans. The College encourages minority representation on search committees and uses enhanced mediums to attract minority applicants. There is continuous human resources involvement during the recruitment and hiring process to ensure compliance. The College is committed to diversity, equity and inclusion.

Please provide recommendations for increasing the number of African American teaching/administrative staff at your institution.

The College consistently uses publications, job fairs, and job boards that appeal to a diverse audience of candidates. We conduct searches for African American applicants. We clearly communicate commitments to affirmative action and employment goals to search committees.

Does your institution implement employment incentives to attract African American employees such as any of the following (please select all that apply):

- Community Linkages
- Mentorship of a new African American Faculty

For African American employees not part of the tenure system at your institution are the following initiatives in place to help provide for promotion? If yes, please provide a dot point of the initiative(s).

Employees with career ladder enhancement

No

Self-development training

Yes

Please provide a dot point description of the (self-development training) initiative. (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS ITEM WAS MARKED "YES".)

The College has developed a Employee Leadership forum and a supervisors forum. The College has a Teaching and Learning Center for training and staff development courses where faculty and staff may self-enroll. There is a budget for staff development.

Are there other initiatives in place to help provide for promotion of African American employees to report for your institution?

Yes

Please provide additional information regarding related initiatives to help provide for promotion of African American employees . (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS ITEM WAS MARKED "YES".)

We ask employees to state their career goals during their year evaluation to help us recognize employees seeking promotion. We offer tuition reimbursement for employees wishing to further their professional goals and opportunities.

How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements? Does your institution conduct internal studies or have surveys for monitoring the recruitment of African American employees, and have committees that monitor employment or departure of employees from the institution?

Hiring committees are required to complete training prior to serving on search committees. Human Resources meets with new committee members and reviews questions and interview techniques with the committee and supervisors.

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the State of Illinois African American Employment Plan.**

Please describe any strategies that your institution is developing to meet the increasing numbers and need

of African American students and public that may want access to your institution.

College wide diversity awareness. Diversity and inclusion are topics for discussion in our staff development sessions. We train our search committees prior to hiring. The College follows EEO guidelines and Board policies.

We have TRiO programs on campus. We engage in community outreach.

Does your institution currently have an African American Resource Center (AARC)?

No

Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students?

No

## African American Employment Plan Survey (SB 3531/P.A. 96-1341)

### Fiscal Year 2018

Public Act 96-1341 requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty and staff at state colleges and universities. This report is required as part of the larger State African American Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

### Lake Land College

As of June 30, 2018, provide the number of faculty up for tenure at your institution:

	Total that received tenure	Total that did not receive tenure	Total African American faculty that received tenure	Total African American faculty that did not receive tenure
Total #	8	0	0	0

As of June 30, 2018, provide the number of faculty that separated or left the community college (retired or resigned):

	Total #
Total faculty that experienced separation from the college	0
Total African American faculty that experienced separation from the college	0

What percentage of your community college employees are union?

Less than 50%

Does your institution provide budget allocations specifically for the recruitment of African American faculty, administrators, or any level job category?

No

Provide the FY 2018 budget allocation(s) for each of these recruitment initiatives for African American faculty, administrators, or any level job category. (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS QUESTION RECEIVED A "YES" RESPONSE.)

included in the overall recruitment budget

**This section of the survey will list all activities your institution has undertaken that would help in the implementation of the State of Illinois African American Employment Plan for Higher Education.**

What steps has your institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and Equal Employment Opportunity (EEO) are complying with legislative mandates for the African American Employment Plan for Higher Education?

Required hiring committee/EEO Training

Please provide recommendations for increasing the number of African American teaching/administrative staff at your institution.

Included in the overall recruitment budget

Does your institution implement employment incentives to attract African American employees such as any of the following (please select all that apply):

- None / Not applicable

For African American employees not part of the tenure system at your institution are the following initiatives in place to help provide for promotion? If yes, please provide a dot point of the initiative(s).

Employees with career ladder enhancement

No

Self-development training

Yes

Please provide a dot point description of the (self-development training) initiative. (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS ITEM WAS MARKED "YES".)

Opportunities made available to all staff for self development either in house or utilizing outside sources

Are there other initiatives in place to help provide for promotion of African American employees to report for your institution?

No

Please provide additional information regarding related initiatives to help provide for promotion of African American employees . (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS ITEM WAS MARKED "YES".)

All hiring committee members are required to be trained prior to serving on a selection committee. Human Resources EEO Officers are required members of the committee.

How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements? Does your institution conduct internal studies or have surveys for monitoring the recruitment of African American employees, and have committees that monitor employment or departure of employees from the institution?

Hiring training to all members prior to serving on a selection committee.

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the State of Illinois African American Employment Plan.**

Please describe any strategies that your institution is developing to meet the increasing numbers and need of African American students and public that may want access to your institution.

College wide diversity awareness and celebrations are provided to all staff and students. Diversity awareness training is provided to staff.



Does your institution currently have an African American Resource Center (AARC)?

No

For institutions with an AARC and a Director or Coordinator for that AARC please provide a YES/NO response to the following questions regarding the AARC Director/Coordinator. (NOTE: THIS ITEM ONLY ACCEPTS RESPONSES IF THE PREVIOUS ITEM WAS MARKED "YES". IF THE PREVIOUS ITEM WAS MARKED "NO", RESPONSE OPTIONS ARE VISIBLE, BUT CAN'T BE SELECTED.)

Is the center Director/Coordinator African American?	NO
Does the center Director/Coordinator assist in the recruitment of African American students?	

Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students?

No

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### Fiscal Year 2018

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### Lewis and Clark Community College

As of June 30, 2018, provide the number of faculty up for tenure at your institution:

	Total that received tenure	Total that did not receive tenure	Total African American faculty that received tenure	Total African American faculty that did not receive tenure
Total #	2	1	1	0

As of June 30, 2018, provide the number of faculty that separated or left the community college (retired or resigned):

	Total #
Total faculty that experienced separation from the college	3
Total African American faculty that experienced separation from the college	0

What percentage of your community college employees are union?

Less than 50%

Does your institution provide budget allocations specifically for the recruitment of African American faculty, administrators, or any level job category?

No

Provide the FY 2018 budget allocation(s) for each of these recruitment initiatives for African American faculty, administrators, or any level job category. (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS QUESTION RECEIVED A "YES" RESPONSE.)

N/A

**This section of the survey will list all activities your institution has undertaken that would help in the implementation of the State of Illinois African American Employment Plan for Higher Education.**

What steps has your institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and Equal Employment Opportunity (EEO) are complying with legislative mandates for the African American Employment Plan for Higher Education?

The College continues to utilize PeopleAdmin, a computer generated software program designed for Higher

Education that encourages self-identification of all applications regarding race. Additionally, the College has an HR Recruiting Specialist, whose primary focus is to seek efficiencies in the employment process, including but not limited to seeking to enhance diversity. The Specialist reviews the minority representation of applicant pools and carefully reviews the credentials of all the African American applicants who meet the minimum requirements of the position for which the prospective employee applied. All such applicants are specifically defined as minority applicants for the viewing of all hiring committee members prior to the interview process. Qualified and reviewed minority applicants are all referred to hiring committee chairs by the Recruitment Specialist when appropriate.

**Please provide recommendations for increasing the number of African American teaching/administrative staff at your institution.**

The College continues to focus on increasing representation of African American employees in all employment categories. All of the College's job openings are posted via PeopleAdmin; this links all of our postings to Indeed, Monster, and the St. Louis Post-Dispatch so that we not only casting a regional, bi-state net, but in some cases we are also casting a nationwide net for certain positions on campus. Our Human Resource Recruitment Specialist notifies the hiring committee chairperson of all qualified applicants and further details any applicants who self-identify as African American. These applicants' resumes are carefully considered by the search committee. Inclusion is a very high value among campus faculty, staff and students as evidenced by the results of the recent survey on diversity and inclusion which indicates that over 94% of respondents describe the L&C campus as very inclusive.

**Does your institution implement employment incentives to attract African American employees such as any of the following (please select all that apply):**

- None / Not applicable
- The College does not currently have any specific incentive-driven programs to attract African-American employees outside of the recruitment efforts of our Specialist dedicated to enhancing a diverse workforce.

**For African American employees not part of the tenure system at your institution are the following initiatives in place to help provide for promotion? If yes, please provide a dot point of the initiative(s).**

**Employees with career ladder enhancement**

No

**Self-development training**

No

**Are there other initiatives in place to help provide for promotion of African American employees to report for your institution?**

No

**How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements? Does your institution conduct internal studies or have surveys for monitoring the recruitment of African American employees, and have committees that monitor employment or departure of employees from the institution?**

The HR Recruitment Specialist reviews all open postings. She then assesses all minority applicants who meet minimum requirements of the position and makes recommendations for interview to the HR Dir and or hiring committee chairs when appropriate.

In communicating with ICCB directly in Feb 2018, the College explained that Public Act 096-1286 appears to only apply to State Exec Agencies and excludes state colleges(Section 2520.710). ICCB responded that it would examine "refining the survey language to more broadly asking about hiring and promotion" rather than the "Hiring and Promotion Requirement."

Concerning general hiring practices and trends, 20% of the College's new full-time hires in CY 2018 were African-

American candidates. This represents a significant increase over previous years and more than doubles the current full-time percentage of African-American full-time employees on campus. Further, in April 2018, the IL Community College Board approached Lewis & Clark Community College about the College's interest in working with the East St. Louis (ESL) Higher Education Center. Now serving as the primary community college provider on the ESL campus, Lewis & Clark works with Southern IL University-Edwardsville(SIUE) and Southwestern IL College(SWIC) to deliver effective programming to the predominantly African-American community and surrounding areas. The historic programs provided by SIUE and SWIC were to remain as Lewis & Clark responded to labor market needs and requests from the community. In May, the College began teaching networking courses under the ICCB grant. In the fall semester, 3 Early Childhood courses were taught and in March 2019, the Medical Assisting program will offer a Certificate of Proficiency. The College made it a priority to attract top-quality candidates to manage operations and programming at the ESL Higher Education Center and have since been able to secure African-American candidates in both management positions, Dir and Asst Dir.

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the State of Illinois African American Employment Plan.**

Please describe any strategies that your institution is developing to meet the increasing numbers and need of African American students and public that may want access to your institution.

Since 2010, Lewis & Clark (L&C) has pursued initiatives related to an ongoing institutional goal to increase access, retention and completion of African-American students.

Complete College America Initiative for Non-College Ready, African-American Math Students.

Complete College America (CCA) defines the purpose of co-requisite remediation as "Increasing gateway course completion within the first year by enrolling entering students into the college-level math and English courses, providing those who need additional help with a concurrent course or lab that offers just-in-time academic support."

In August of 2017, L&C began enrolling students who otherwise would have been placed in a developmental math course, into a college-level math course with a built-in corequisite support course. A total of 42 African-American students enrolled in CCA sections of Technical Math 1 (MATH 125), College Algebra (MATH 131), Elementary Mathematics Modeling (MATH 137), and General Education Statistics (MATH 145) in academic year 2018, with 57.1% (n=24) receiving a grade of A, B, or C for both fall and spring semesters.

When factoring the need under the previous developmental math sequence of one to three developmental math courses before enrolling in a college-level math course, it is estimated that only 20 of these 42 African-American students would have completed a college-level math course in academic year 2018. The 24 African-American students completing a CCA math course represent an estimated 20% increase in college-level math completion for African-American students.

Targeted Student Support Service Outreach to African-American Male Students.

The purpose of this initiative that began in January 2018 is to proactively identify and engage student cohorts that have lower retention rates than the average retention rate for all degree-seeking students at Lewis & Clark. L&C identified African-American males – who have historically low retention rates at L&C - for academic support outreach.

Targeted outreach to African-American males has taken place over the past year. These efforts have included increased marketing of tutoring services through student clubs and activities, athletic teams, and social media messaging. Fall to Spring Retention for African-American Males – 2013 was 69% and in 2017 it was 74.3%

Does your institution currently have an African American Resource Center (AARC)?

No

Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students?

Yes

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### Lincoln Land Community College

As of June 30, 2018, provide the number of faculty up for tenure at your institution:

	Total that received tenure	Total that did not receive tenure	Total African American faculty that received tenure	Total African American faculty that did not receive tenure
Total #	3	0	0	0

As of June 30, 2018, provide the number of faculty that separated or left the community college (retired or resigned):

	Total #
Total faculty that experienced separation from the college	11
Total African American faculty that experienced separation from the college	0

What percentage of your community college employees are union?

Less than 50%

Does your institution provide budget allocations specifically for the recruitment of African American faculty, administrators, or any level job category?

Yes

Provide the FY 2018 budget allocation(s) for each of these recruitment initiatives for African American faculty, administrators, or any level job category. (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS QUESTION RECEIVED A "YES" RESPONSE.)

For FY18, LLCC spent \$71,528.46 to advertise vacancies. \$870 of this was spent on advertising specific to the recruitment of minorities, and \$1035 was spent to attend recruitment events with an exposure to diverse individuals.

**This section of the survey will list all activities your institution has undertaken that would help in the implementation of the State of Illinois African American Employment Plan for Higher Education.**

What steps has your institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and Equal Employment Opportunity (EEO) are complying with legislative mandates for the African American Employment Plan for Higher Education?

Human Resource staff do not participate in a training program regarding the legislative mandates for the African

American Employment Plan; however, all staff are expected to comply with all college policies, procedures, and guidelines in addition to local, state, and federal mandates. LLCC does have comprehensive Screening and Interviewing Guidelines and all employees involved in screening, interviewing, and hiring are required to undergo training.

Please provide recommendations for increasing the number of African American teaching/administrative staff at your institution.

Every year, LLCC seeks recruitment opportunities that will allow the college to reach potential African American candidates. These opportunities may be face-to-face, in print, or online. LLCC continues to post open positions on websites specifically targeted towards minorities.

Does your institution implement employment incentives to attract African American employees such as any of the following (please select all that apply):

- None / Not applicable

For African American employees not part of the tenure system at your institution are the following initiatives in place to help provide for promotion? If yes, please provide a dot point of the initiative(s).

Employees with career ladder enhancement

No

Self-development training

Yes

Please provide a dot point description of the (self-development training) initiative. (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS ITEM WAS MARKED "YES".)

All staff can have the regular costs associated with LLCC credit courses waived upon successful completion of the course, and can receive up to \$1500 annually which can be used for other education. Professional development days are held twice yearly.

Are there other initiatives in place to help provide for promotion of African American employees to report for your institution?

No

How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements? Does your institution conduct internal studies or have surveys for monitoring the recruitment of African American employees, and have committees that monitor employment or departure of employees from the institution?

LLCC does not conduct training for staff regarding the mandatory Hiring and Promotion Monitor requirements. However, employees are expected to comply with all college policies, procedures, and guidelines in addition to local, state, and federal mandates.

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the State of Illinois African American Employment Plan.**

Please describe any strategies that your institution is developing to meet the increasing numbers and need of African American students and public that may want access to your institution.

LLCC in partnership with the Greater Springfield Chamber of commerce has an Open Door Mentorship Program. The intent of the program is to invest in the education of African-American males. Participants are presented

opportunities to become academically successful at LLCC while on and off campus. The Open Door Mentorship program provides targeted academic, career, and cultural support to men of color enrolled at LLCC. That support includes the development of an individualized Academic Success Plan, academic check-ins, academic support (advising, tutoring, and study skills workshops), assistance in applying for financial aid and scholarships, leadership development seminars, and career exploration.

**Does your institution currently have an African American Resource Center (AARC)?**

No

**Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students?**

No

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### Fiscal Year 2018

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### McHenry County College

As of June 30, 2018, provide the number of faculty up for tenure at your institution:

	Total that received tenure	Total that did not receive tenure	Total African American faculty that received tenure	Total African American faculty that did not receive tenure
Total #	7	0	0	0

As of June 30, 2018, provide the number of faculty that separated or left the community college (retired or resigned):

	Total #
Total faculty that experienced separation from the college	9
Total African American faculty that experienced separation from the college	0

What percentage of your community college employees are union?

More than 50%

Does your institution provide budget allocations specifically for the recruitment of African American faculty, administrators, or any level job category?

No

**This section of the survey will list all activities your institution has undertaken that would help in the implementation of the State of Illinois African American Employment Plan for Higher Education.**

What steps has your institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and Equal Employment Opportunity (EEO) are complying with legislative mandates for the African American Employment Plan for Higher Education?

All communication, legislative mandates, and information regarding the African American Employment Plan (AAEP) directed to the Institution are forwarded to the Office of Human Resources Administrator(s) responsible for compliance. Periodic audits of processes and activities takes place in order to monitor compliance efforts.

Please provide recommendations for increasing the number of African American teaching/administrative staff at your institution.

Continue regular analysis of data collected on efforts reported and furnished by the Director of Recruitment and



Staffing. Use employee demographic data to set objectives for increasing the number of African American faculty or administration. Continue initiatives detailed in the College's Affirmative Action, EEO & Diversity Program focused on increasing staff diversity. Continue community outreach to connect with the African American population to attract and increase applicant pools. Train search committee members and hiring chairs/managers to increase cultural competency and potential opportunities for recruitment.

Does your institution implement employment incentives to attract African American employees such as any of the following (please select all that apply):

- Internships
- Community Linkages
- Mentorship of a new African American Faculty

For African American employees not part of the tenure system at your institution are the following initiatives in place to help provide for promotion? If yes, please provide a dot point of the initiative(s).

Employees with career ladder enhancement

No

Self-development training

Yes

Please provide a dot point description of the (self-development training) initiative. (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS ITEM WAS MARKED "YES".)

Weekly training is offered & promoted daily via employee newsletter, campus emails, etc. Benefits incl. Tuition Reimbursement and Pay Incentives for Education/Training, & Tuition Wavier for MCC credit courses; External offerings are often shared.

Are there other initiatives in place to help provide for promotion of African American employees to report for your institution?

No

How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements? Does your institution conduct internal studies or have surveys for monitoring the recruitment of African American employees, and have committees that monitor employment or departure of employees from the institution?

Office of Human Resource Director(s) responsible for compliance communicates Hiring and Promotion Monitor requirements to Leadership and other staff involved in the hiring process. Periodic internal studies/analyses take place to monitor employment and departure by reviewing dashboards and recruitment reports compiled via the Applicant Tracking System and reports specifically generated from College's ERP System.

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the State of Illinois African American Employment Plan.**

Please describe any strategies that your institution is developing to meet the increasing numbers and need of African American students and public that may want access to your institution.

Developing strategies: 1) Review and enhancement of the Inclusion and Diversity Plan to include strategies to help meet the needs of African Amer. students, employees, and the public. 2) Increased outreach efforts to new African American students during student orientation and new students is occurring. 3) Involvement of students in planning and programming of Black History Month and other related activities and widely promoting those programs to all. 4)

Increasing attendance and involvement with community events with a focus of African American population.

Does your institution currently have an African American Resource Center (AARC)?

No

Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students?

Yes

## African American Employment Plan Survey (SB 3531/P.A. 96-1341)

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### Moraine Valley Community College

As of June 30, 2018, provide the number of faculty up for tenure at your institution:

	Total that received tenure	Total that did not receive tenure	Total African American faculty that received tenure	Total African American faculty that did not receive tenure
Total #	10	0	0	0

As of June 30, 2018, provide the number of faculty that separated or left the community college (retired or resigned):

	Total #
Total faculty that experienced separation from the college	7
Total African American faculty that experienced separation from the college	1

What percentage of your community college employees are union?

More than 50%

Does your institution provide budget allocations specifically for the recruitment of African American faculty, administrators, or any level job category?

Yes

Provide the FY 2018 budget allocation(s) for each of these recruitment initiatives for African American faculty, administrators, or any level job category. (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS QUESTION RECEIVED A "YES" RESPONSE.)

The college does allocate a specific budget for the recruitment of African American employees at all job categories. These activities include attendance at career fairs, advertisement, and others. Budget allocated for FY18 remained flat at \$4,000.00

**This section of the survey will list all activities your institution has undertaken that would help in the implementation of the State of Illinois African American Employment Plan for Higher Education.**

What steps has your institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and Equal Employment Opportunity (EEO) are complying with legislative mandates for the African American Employment Plan for Higher Education?

The College conducts annual faculty search committee training prior to the start of the recruitment process. Search committees are composed of diverse members. There is continuous human resources involvement during the recruitment and hiring process to ensure compliance.

Please provide recommendations for increasing the number of African American teaching/administrative staff at your institution.

Increase recruiting efforts within specific African American communities and educational institutions, including HBCU's. Also more activity around supplier diversity.

Does your institution implement employment incentives to attract African American employees such as any of the following (please select all that apply):

- Internships
- Community Linkages
- Mentorship of a new African American Faculty
- Staff Employment Recruitment Plan

For African American employees not part of the tenure system at your institution are the following initiatives in place to help provide for promotion? If yes, please provide a dot point of the initiative(s).

Employees with career ladder enhancement

No

Please provide a dot point description of the (career ladder) initiative. (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS ITEM WAS MARKED "YES".)

N/A

Self-development training

Yes

Please provide a dot point description of the (self-development training) initiative. (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS ITEM WAS MARKED "YES".)

Training & development courses are offered through the Center for Teaching and Learning for employees to self-enroll to enhance development. The college has a required annual Learning College day dedicated specifically to development.

Are there other initiatives in place to help provide for promotion of African American employees to report for your institution?

No

Please provide additional information regarding related initiatives to help provide for promotion of African American employees. (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS ITEM WAS MARKED "YES".)

N/A

How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements? Does your institution conduct internal studies or have surveys for monitoring the recruitment of African American employees, and have committees that monitor

employment or departure of employees from the institution?

HR reviews all hires & re-classifications. Annual faculty search committee training prior to start of recruitment process, committees comprised of diverse members. Continuous HR involvement during recruitment & hiring process to ensure compliance.

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the State of Illinois African American Employment Plan.**

Please describe any strategies that your institution is developing to meet the increasing numbers and need of African American students and public that may want access to your institution.

Recruitment participation in diversity career fairs, African American Outreach Committee which is comprised of faculty and staff members, Diversity & Inclusion Community Dialogue with representatives from the 26 communities we serve, Celebration of Black History month with students, faculty, staff and the community, Mentors provided for new faculty and staff, Training and development courses are offered through the Center for Teaching and Learning where faculty and staff may self-enroll to learn specific retention strategies for students. Required diversity training session for all new hires. Many of these outreach activities are a collaboration of student development, academic services, and human resources to address the diverse needs of our students attending the college and to strengthen retention of the students.

Does your institution currently have an African American Resource Center (AARC)?

No

For institutions with an AARC and a Director or Coordinator for that AARC please provide a YES/NO response to the following questions regarding the AARC Director/Coordinator. (NOTE: THIS ITEM ONLY ACCEPTS RESPONSES IF THE PREVIOUS ITEM WAS MARKED "YES". IF THE PREVIOUS ITEM WAS MARKED "NO", RESPONSE OPTIONS ARE VISIBLE, BUT CAN'T BE SELECTED.)

Is the center Director/Coordinator African American?	NO
Does the center Director/Coordinator assist in the recruitment of African American students?	NO

Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students?

Yes

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### Fiscal Year 2018

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### Morton College

As of June 30, 2018, provide the number of faculty up for tenure at your institution:

	Total that received tenure	Total that did not receive tenure	Total African American faculty that received tenure	Total African American faculty that did not receive tenure
Total #	2	0	0	0

As of June 30, 2018, provide the number of faculty that separated or left the community college (retired or resigned):

	Total #
Total faculty that experienced separation from the college	5
Total African American faculty that experienced separation from the college	0

What percentage of your community college employees are union?

More than 50%

Does your institution provide budget allocations specifically for the recruitment of African American faculty, administrators, or any level job category?

Yes

Provide the FY 2018 budget allocation(s) for each of these recruitment initiatives for African American faculty, administrators, or any level job category. (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS QUESTION RECEIVED A "YES" RESPONSE.)

MC advertises/recruits from sites like Inside Higher Ed, Higher Ed Jobs, DiversityJobs.com, AfricanAmericanHires.com, WeHireWomen.com, VeteranJobs.net, DisabilityJobs.net, AllLGBTJobs.com, Minority Nurse and Daily Nurse. Budget totals \$21,000.

**This section of the survey will list all activities your institution has undertaken that would help in the implementation of the State of Illinois African American Employment Plan for Higher Education.**

What steps has your institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and Equal Employment Opportunity (EEO) are complying with legislative mandates for the African American Employment Plan for Higher Education?

MC hiring practices follow EEO guidelines and procedures. The college uses diverse recruitment tools to advertise positions. In addition, HR recently named a Diversity Officer on its team.

Please provide recommendations for increasing the number of African American teaching/administrative staff at your institution.

MC plans to continue to advertise and recruit from diverse applicant pools using a variety of diversity recruitment tools.

Does your institution implement employment incentives to attract African American employees such as any of the following (please select all that apply):

- Staff Employment Recruitment Plan

For African American employees not part of the tenure system at your institution are the following initiatives in place to help provide for promotion? If yes, please provide a dot point of the initiative(s).

Employees with career ladder enhancement

Yes

Please provide a dot point description of the (career ladder) initiative. (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS ITEM WAS MARKED "YES".)

MC has a budget for professional development, faculty development, and tuition waivers. In addition, Collective Bargaining Agreement is in place.

Self-development training

Yes

Please provide a dot point description of the (self-development training) initiative. (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS ITEM WAS MARKED "YES".)

MC has a budget for professional development, faculty development, and tuition waivers. In addition, Collective Bargaining Agreement is in place.

Are there other initiatives in place to help provide for promotion of African American employees to report for your institution?

No

How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements? Does your institution conduct internal studies or have surveys for monitoring the recruitment of African American employees, and have committees that monitor employment or departure of employees from the institution?

MC has formal recruitment and hiring processes in place, all following EEOC guidelines and by Collective Bargaining Agreement.

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the State of Illinois African American Employment Plan.**

Please describe any strategies that your institution is developing to meet the increasing numbers and need of African American students and public that may want access to your institution.

The college's commitment to meeting the needs of all of its students is reflected in its board policies and mission statement. MC's student recruitment efforts extend to all district high schools and some Chicago area schools with diverse populations.

To meet the needs of all students, and specifically the needs of first-generation and minority students, Morton College has developed first year programming, assigned academic advisors to first year students, and improved New Student Orientation. Additionally, in 2018, Morton College joined the Illinois Equity in Attainment Initiative (ILEA). Led by the efforts of the Partnership for College Completion, ILEA is comprised of 25 two-year and four-year colleges and universities from around the state of Illinois who are together committing to close the degree achievement gaps for students of color, first generation college goers, and low-income students. In order to meet the state goal of 60% of Illinois residents with an earned degree by 2025, issues of equity in degree attainment must be addressed. The ILEA Initiative has set a goal to close these gaps in line with this larger 2025 goal. Joining the initiative will allow the college to explore the needs of our students and remove barriers to completion and attainment.

Does your institution currently have an African American Resource Center (AARC)?

No

Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students?

Yes



## African American Employment Plan Survey (SB 3531/P.A. 96-1341)

### Fiscal Year 2018

Public Act 96-1341 requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty and staff at state colleges and universities. This report is required as part of the larger State African American Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

### Oakton Community College

As of June 30, 2018, provide the number of faculty up for tenure at your institution:

	Total that received tenure	Total that did not receive tenure	Total African American faculty that received tenure	Total African American faculty that did not receive tenure
Total #	9	18	1	4

As of June 30, 2018, provide the number of faculty that separated or left the community college (retired or resigned):

	Total #
Total faculty that experienced separation from the college	10
Total African American faculty that experienced separation from the college	0

What percentage of your community college employees are union?

More than 50%

Does your institution provide budget allocations specifically for the recruitment of African American faculty, administrators, or any level job category?

Yes

Provide the FY 2018 budget allocation(s) for each of these recruitment initiatives for African American faculty, administrators, or any level job category. (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS QUESTION RECEIVED A "YES" RESPONSE.)

\$11,099 in FY18 on National Association of Black Law Enforcement Officers, Chicago Diversity, and Diverse Media, Historically Black Universities and Colleges, Minority Nursing, IMDiversity and \$9,697 on ESROCK Partners Advertising and Diversity.com.

**This section of the survey will list all activities your institution has undertaken that would help in the implementation of the State of Illinois African American Employment Plan for Higher Education.**

What steps has your institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and Equal Employment Opportunity (EEO) are complying with legislative mandates for the African American Employment Plan for Higher Education?

The College is not subject to the legislative mandate of the Plan. However, the College's Affirmative Action Plan sets goals and activities for employment of underrepresented groups including African Americans.

Steps undertaken, as described in Oakton's current Affirmative Action Plan, would entail:

- Maintain a deliberate and continuous effort in complying with the College's Equal Opportunity/Affirmative Action Program.
- Provide training and professional development activities to encourage the review/establishment of policies and processes to support the creation of a positive culture for recruiting and retaining African American administrators, faculty and staff.
- The College will continue to conduct national and regional searches as a means to fill all administrative and full-time faculty openings.
- The College will advertise in media targeted to African Americans.
- All positions will be listed with the Illinois Job Service
- Continue receiving the Directory of Graduates from the Illinois Board of Higher Education as part of the Diversifying Higher Education Faculty in Illinois initiative. Continue sending notice of openings to qualified applicants for openings that we have at that time.
- Human Resources professionals will attend affirmative action related seminars and workshops on a regular basis.
- Human Resources has developed and presented a workshop for search committee members on diversity sensitivity and effective interviewing issues. Attendees are certified as able to serve on search committees.
- Designated HR staff will continue to meet with all search committees prior to applicant review to ensure compliance with all Equal Employment Opportunity laws and address Affirmative Action issues.
- Applicant flow and selection data will continue to be reviewed and areas of concern will be discussed with the appropriate Vice President.

Please provide recommendations for increasing the number of African American teaching/administrative staff at your institution.

Conduct broad, wide, and deep searches for African American applicants.

- Clearly explain the intent of the Affirmative Action Plan and reiterate the commitment to equal employment opportunity and affirmative action with all college administrators.
- Clearly communicate commitments to affirmative action and employment goals to each search committee.
- Monitor the activities and progress of search committees and supervising administrators.
- Maintain a welcoming environment so that individuals from demographic groups other than Caucasian desire employment with the College.

Does your institution implement employment incentives to attract African American employees such as any of the following (please select all that apply):

- Mentorship of a new African American Faculty

For African American employees not part of the tenure system at your institution are the following initiatives in place to help provide for promotion? If yes, please provide a dot point of the initiative(s).

Employees with career ladder enhancement

No

Self-development training

Yes

Please provide a dot point description of the (self-development training) initiative. (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS ITEM WAS MARKED "YES".)

Nominal Funds are available to employees, by request, for professional development, training, conferences, etc. In addition, we provide internal training/development opportunities, from Excel workshops to Cultural competency

training and beyond.

Are there other initiatives in place to help provide for promotion of African American employees to report for your institution?

No

How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements? Does your institution conduct internal studies or have surveys for monitoring the recruitment of African American employees, and have committees that monitor employment or departure of employees from the institution?

The College's commitment to affirmative action and equal employment opportunity is stressed to each search committee.

The supervising administrator's charges and directions to each search committee reinforce the College's commitment.

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the State of Illinois African American Employment Plan.**

Please describe any strategies that your institution is developing to meet the increasing numbers and need of African American students and public that may want access to your institution.

A recruitment specialist that works with prospective students in the part of our district that has a large populations of students of color.

- We have an Assistant VP for Access, Equity & Diversity and a coordinator who will work to make sure that students of color receive access and support to be successful at the College.

- The College's Student Success Plan is written to provide access and support to all of our students, which includes students of color.

Does your institution currently have an African American Resource Center (AARC)?

No

For institutions with an AARC and a Director or Coordinator for that AARC please provide a YES/NO response to the following questions regarding the AARC Director/Coordinator. (NOTE: THIS ITEM ONLY ACCEPTS RESPONSES IF THE PREVIOUS ITEM WAS MARKED "YES". IF THE PREVIOUS ITEM WAS MARKED "NO", RESPONSE OPTIONS ARE VISIBLE, BUT CAN'T BE SELECTED.)

Is the center Director/Coordinator African American?	NO
Does the center Director/Coordinator assist in the recruitment of African American students?	NO

Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students?

No

## African American Employment Plan Survey (SB 3531/P.A. 96-1341)

### Fiscal Year 2018

Public Act 96-1341 requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty and staff at state colleges and universities. This report is required as part of the larger State African American Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

### Parkland College

As of June 30, 2018, provide the number of faculty up for tenure at your institution:

	Total that received tenure	Total that did not receive tenure	Total African American faculty that received tenure	Total African American faculty that did not receive tenure
Total #	1	0	0	0

As of June 30, 2018, provide the number of faculty that separated or left the community college (retired or resigned):

	Total #
Total faculty that experienced separation from the college	8
Total African American faculty that experienced separation from the college	0

What percentage of your community college employees are union?

More than 50%

Does your institution provide budget allocations specifically for the recruitment of African American faculty, administrators, or any level job category?

No

**This section of the survey will list all activities your institution has undertaken that would help in the implementation of the State of Illinois African American Employment Plan for Higher Education.**

What steps has your institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and Equal Employment Opportunity (EEO) are complying with legislative mandates for the African American Employment Plan for Higher Education?

- We identify specific resources to help reach minority applicants. For example, Women in Agriculture or National Organization for Black Chemists and Chemical Engineers.
- We visit local minority-owned businesses such as barbershops, beauty salons, and restaurants, as well as community places such as Don Moyer Boys and Girls Club. We introduce ourselves and answer any questions about working at Parkland and drop off job vacancy postings that the business/community organization can post and share with patrons.
- For full-time faculty recruitment this year, we started a new role of Recruitment Partner. This person will perform comprehensive research to identify people and resources for us to reach out to and inform about our faculty

opportunities. For example, we plan to email faculty of related graduate programs at Historically Black Colleges and Universities.

- Last year, VP Lau organized a working group to review and update faculty diversity efforts.
- We partner with several job boards that offer us a “diversity profile” in which we are highlighted to diverse candidates. One example of this is Inside Higher Ed. Here is our profile: <https://www.insidehighered.com/college/147916/parkland-college>.
- We implement an Equal Employment Opportunity Program where we train various employees to serve as Equal Employment Opportunities representatives on every full-time search. The EEO Rep’s role is to help make sure that search committees are following policies and procedures, are in compliance with local, state, and federal EEO/Human Rights laws, and a liaison with Human Resources Talent Management Team. Overall, they help to make sure we have a fair and non-discriminatory process.

Please provide recommendations for increasing the number of African American teaching/administrative staff at your institution.

Review job descriptions for potential adverse impact.

Does your institution implement employment incentives to attract African American employees such as any of the following (please select all that apply):

- None / Not applicable

For African American employees not part of the tenure system at your institution are the following initiatives in place to help provide for promotion? If yes, please provide a dot point of the initiative(s).

Employees with career ladder enhancement

No

Self-development training

No

Are there other initiatives in place to help provide for promotion of African American employees to report for your institution?

No

How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements? Does your institution conduct internal studies or have surveys for monitoring the recruitment of African American employees, and have committees that monitor employment or departure of employees from the institution?

We implement an Equal Employment Opportunity Program where we train various employees to serve as Equal Employment Opportunities representatives on every full-time search. The EEO Rep’s role is to help make sure that search committees are following policies and procedures, are in compliance with local, state, and federal EEO/Human Rights laws, and a liaison with Human Resources Talent Management Team. Overall, they help to make sure we have a fair and non-discriminatory process.

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the State of Illinois African American Employment Plan.**

Please describe any strategies that your institution is developing to meet the increasing numbers and need of African American students and public that may want access to your institution.

high school recruitment fairs on campus

Does your institution currently have an African American Resource Center (AARC)?

No

Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students?

Yes

## African American Employment Plan Survey (SB 3531/P.A. 96-1341)

### Fiscal Year 2018

Public Act 96-1341 requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty and staff at state colleges and universities. This report is required as part of the larger State African American Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

### Prairie State College

As of June 30, 2018, provide the number of faculty up for tenure at your institution:

	Total that received tenure	Total that did not receive tenure	Total African American faculty that received tenure	Total African American faculty that did not receive tenure
Total #	2	0	0	0

As of June 30, 2018, provide the number of faculty that separated or left the community college (retired or resigned):

	Total #
Total faculty that experienced separation from the college	6
Total African American faculty that experienced separation from the college	-1

What percentage of your community college employees are union?

Less than 50%

Does your institution provide budget allocations specifically for the recruitment of African American faculty, administrators, or any level job category?

No

**This section of the survey will list all activities your institution has undertaken that would help in the implementation of the State of Illinois African American Employment Plan for Higher Education.**

What steps has your institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and Equal Employment Opportunity (EEO) are complying with legislative mandates for the African American Employment Plan for Higher Education?

All employees receive annual training on the importance and need for diversity in the workplace. We post our positions in media directed specifically to African-American qualified candidates in higher ed. Our Affirmative Action Officer monitors all candidate lists.

Please provide recommendations for increasing the number of African American teaching/administrative staff at your institution.

The President's Advisory Committee along with our student organization, Black Student Union, research best

practices for attracting more African-American qualified candidates. We have just contracted with an Advertising group that will post our openings with HBCUs.

Does your institution implement employment incentives to attract African American employees such as any of the following (please select all that apply):

- Mentorship of a new African American Faculty

For African American employees not part of the tenure system at your institution are the following initiatives in place to help provide for promotion? If yes, please provide a dot point of the initiative(s).

Employees with career ladder enhancement

No

Self-development training

No

Are there other initiatives in place to help provide for promotion of African American employees to report for your institution?

No

How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements? Does your institution conduct internal studies or have surveys for monitoring the recruitment of African American employees, and have committees that monitor employment or departure of employees from the institution?

Our Affirmative Action Officer monitors all hires and terminations. We comply with regular reporting of demographic information to various governmental groups.

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the State of Illinois African American Employment Plan.**

Please describe any strategies that your institution is developing to meet the increasing numbers and need of African American students and public that may want access to your institution.

We are developing an African and African-American studies certificate and degree program. We continue to develop community projects that meet the needs of our locality.

Does your institution currently have an African American Resource Center (AARC)?

No

Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students?

Yes



## African American Employment Plan Survey (SB 3531/P.A. 96-1341)

### Fiscal Year 2018

Public Act 96-1341 requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty and staff at state colleges and universities. This report is required as part of the larger State African American Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

### Rend Lake College

As of June 30, 2018, provide the number of faculty up for tenure at your institution:

	Total that received tenure	Total that did not receive tenure	Total African American faculty that received tenure	Total African American faculty that did not receive tenure
Total #	2	0	0	0

As of June 30, 2018, provide the number of faculty that separated or left the community college (retired or resigned):

	Total #
Total faculty that experienced separation from the college	4
Total African American faculty that experienced separation from the college	0

What percentage of your community college employees are union?

Less than 50%

Does your institution provide budget allocations specifically for the recruitment of African American faculty, administrators, or any level job category?

No

**This section of the survey will list all activities your institution has undertaken that would help in the implementation of the State of Illinois African American Employment Plan for Higher Education.**

What steps has your institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and Equal Employment Opportunity (EEO) are complying with legislative mandates for the African American Employment Plan for Higher Education?

All hiring managers have been instructed and encouraged to carefully consider all applications that have self-identified as minorities. In spite of our recruiting efforts, there are not many minority applications even for unskilled labor positions such as custodians.

Please provide recommendations for increasing the number of African American teaching/administrative staff at your institution.

The college continues to advertise in a variety of different venues trying to reach qualified, minority applicants. We

offer dual credit classes at area high schools tuition free with the hope of getting more minority students to continue higher education. In so doing, we hope to have more local, qualified African American applicants for faculty, administrative, professional/technical and clerical positions in the foreseeable future.

Does your institution implement employment incentives to attract African American employees such as any of the following (please select all that apply):

- Staff Employment Recruitment Plan

For African American employees not part of the tenure system at your institution are the following initiatives in place to help provide for promotion? If yes, please provide a dot point of the initiative(s).

Employees with career ladder enhancement

No

Self-development training

Yes

Please provide a dot point description of the (self-development training) initiative. (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS ITEM WAS MARKED "YES".)

Employees are encouraged to seek out self-development and professional development opportunities.

Are there other initiatives in place to help provide for promotion of African American employees to report for your institution?

Yes

Please provide additional information regarding related initiatives to help provide for promotion of African American employees. (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS ITEM WAS MARKED "YES".)

There is some tuition reimbursement available for employees wishing to take classes to further their professional interests or for those seeking a degree. Skill and educational enhancements are good promotional attributes.

How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements? Does your institution conduct internal studies or have surveys for monitoring the recruitment of African American employees, and have committees that monitor employment or departure of employees from the institution?

All hiring managers have been instructed to carefully consider all applications from applicants self-identifying as African American. Disciplinary measures are in place to deal with any discrimination with regard to hiring or promotional practices.

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the State of Illinois African American Employment Plan.**

Please describe any strategies that your institution is developing to meet the increasing numbers and need of African American students and public that may want access to your institution.

Rend Lake College offers dual credit classes in area high schools tuition free to encourage pursuit of higher education. The college also has a TRIO program in place to encourage and promote higher education to first generation college students. We are hoping that these programs will create more qualified, diverse local applicants in the future.

Does your institution currently have an African American Resource Center (AARC)?

No

Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students?

Yes

## African American Employment Plan Survey (SB 3531/P.A. 96-1341)

### Fiscal Year 2018

Public Act 96-1341 requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty and staff at state colleges and universities. This report is required as part of the larger State African American Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

### Richland Community College

As of June 30, 2018, provide the number of faculty up for tenure at your institution:

	Total that received tenure	Total that did not receive tenure	Total African American faculty that received tenure	Total African American faculty that did not receive tenure
Total #	3	0	0	0

As of June 30, 2018, provide the number of faculty that separated or left the community college (retired or resigned):

	Total #
Total faculty that experienced separation from the college	5
Total African American faculty that experienced separation from the college	0

What percentage of your community college employees are union?

Less than 50%

Does your institution provide budget allocations specifically for the recruitment of African American faculty, administrators, or any level job category?

Yes

Provide the FY 2018 budget allocation(s) for each of these recruitment initiatives for African American faculty, administrators, or any level job category. (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS QUESTION RECEIVED A "YES" RESPONSE.)

Budget resources are allocated for recruitment of African American faculty for associated employment activities.  
Budget resources are not specifically separated from the total Advertising and Recruiting budget.

**This section of the survey will list all activities your institution has undertaken that would help in the implementation of the State of Illinois African American Employment Plan for Higher Education.**

What steps has your institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and Equal Employment Opportunity (EEO) are complying with legislative mandates for the African American Employment Plan for Higher Education?

Search committees are formed at the College to assist with the recruiting efforts, and to review and select

employment candidates. All search committee members participate in Diversity in Hiring in training before serving on a College Search Committee. All search committees include a pre-meeting with a Human Resources representative to go over procedural matters and a review and reinforcement of the College's commitment to diversity, and the committee's role in supporting this objective.

Employment candidates for temporary full or part-time positions are reviewed and selected by the immediate supervisor for the position. All supervisors also participate in the College's Diversity in Hiring training. In addition, the College has offered a number of training opportunities to all employees on diversity in hiring, micro-aggressions, and cultural bias in the hiring process.

**Please provide recommendations for increasing the number of African American teaching/administrative staff at your institution.**

Employment opportunities are posted internally. Using the College website, job opportunities are made available to all College employees and students; including minority, protected class, and members of potentially under-represented groups.

The opportunity for career options communications and discussions for all employees is built into the College's Performance Evaluation processes. Career development opportunities made available to employees include Richland Foundation funds for conferences and seminars to support career development, and ongoing professional development opportunities internally through training opportunities throughout the year.

External recruitment efforts routinely include advertising through the local branch of NAACP. Depending on the employment opportunity, other outreach efforts might include the HigherEd.com Affirmative Action Diversity supplement, MinorityNurse.com, MinorityNetwork.com, and illinoisdiversity.com.

To optimize the selection process, all search committees will typically include at least one minority representative to assist with recruiting ideas and help maintain fair consideration standards.

Job announcement communications include our statements regarding the College's commitment to diversity, an affirmative invitation directed to members of potentially under-represented groups, and a non-discrimination statement.

**Does your institution implement employment incentives to attract African American employees such as any of the following (please select all that apply):**

- Community Linkages
- Mentorship of a new African American Faculty
- Staff Employment Recruitment Plan

**For African American employees not part of the tenure system at your institution are the following initiatives in place to help provide for promotion? If yes, please provide a dot point of the initiative(s).**

**Employees with career ladder enhancement**

Yes

**Please provide a dot point description of the (career ladder) initiative. (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS ITEM WAS MARKED "YES".)**

The opportunity for career options communications and discussions for all employees is also built into the College's Performance Evaluation processes.

## Self-development training

Yes

Please provide a dot point description of the (self-development training) initiative. (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS ITEM WAS MARKED "YES".)

Career development opportunities made available to employees include Richland Foundation funds available to support career development, an attractive tuition reimbursement benefit, and ongoing professional development and training opportunities.

Are there other initiatives in place to help provide for promotion of African American employees to report for your institution?

No

How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements? Does your institution conduct internal studies or have surveys for monitoring the recruitment of African American employees, and have committees that monitor employment or departure of employees from the institution?

We track applicants, interviewees, job offers, and acceptances by minority and gender status. All regular full-time and part-time hire recommendations are reviewed by the appropriate Vice President, Human Resources Director, and the President before offers are conveyed to selected candidates.

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the State of Illinois African American Employment Plan.**

Please describe any strategies that your institution is developing to meet the increasing numbers and need of African American students and public that may want access to your institution.

Richland Community College's mission, vision, and core values focus on student success for all students. We have recently re-focused our efforts on coaching students to successful completion of their academic goals. Faculty and staff work together to develop programs and services that meet the needs of a diverse student population.

Does your institution currently have an African American Resource Center (AARC)?

No

Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students?

No

## African American Employment Plan Survey (SB 3531/P.A. 96-1341)

### Fiscal Year 2018

Public Act 96-1341 requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty and staff at state colleges and universities. This report is required as part of the larger State African American Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

### Rock Valley College

As of June 30, 2018, provide the number of faculty up for tenure at your institution:

	Total that received tenure	Total that did not receive tenure	Total African American faculty that received tenure	Total African American faculty that did not receive tenure
Total #	8	0	0	0

As of June 30, 2018, provide the number of faculty that separated or left the community college (retired or resigned):

	Total #
Total faculty that experienced separation from the college	18
Total African American faculty that experienced separation from the college	1

What percentage of your community college employees are union?

More than 50%

Does your institution provide budget allocations specifically for the recruitment of African American faculty, administrators, or any level job category?

No

**This section of the survey will list all activities your institution has undertaken that would help in the implementation of the State of Illinois African American Employment Plan for Higher Education.**

What steps has your institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and Equal Employment Opportunity (EEO) are complying with legislative mandates for the African American Employment Plan for Higher Education?

Some of the steps our College has taken are that an HR rep meets with all search committee members to explain the hiring selection process along with the College's diversity initiative plan. We strive to have a diverse search committee for each vacant position. Additionally we are focusing with various agencies that work with diverse individuals regarding announcement of position to increase the pool of diverse candidates.

Please provide recommendations for increasing the number of African American teaching/administrative staff at your institution.

Staff will be in contact with the following agencies who focus and work with diverse individuals regarding announcement of positions will be contacted:

- United Way of Rock River Valley
- IGNITE Rockford (I'm a member so if they let me, I can bring postings to networking events)
- Carpenter's Place
- YWCA
- Winnebago County Diversity Council
- Womanspace
- Diversity Of Rockford Illinois Inc.
- Rise up Rockford
- Rockford Youth Activism
- La Voz Latina
- AAUW Rockford Inc.

HR Generalists are looking to attend job fairs to focus with making an awareness with the diverse population, including individuals in the area high schools.

Job announcements will be distributed to local organizations including non-profits who focus and work with diverse individuals.

Does your institution implement employment incentives to attract African American employees such as any of the following (please select all that apply):

- Mentorship of a new African American Faculty

For African American employees not part of the tenure system at your institution are the following initiatives in place to help provide for promotion? If yes, please provide a dot point of the initiative(s).

Employees with career ladder enhancement

No

Self-development training

Yes

Please provide a dot point description of the (self-development training) initiative. (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS ITEM WAS MARKED "YES".)

Employees are offered professional development opportunities in addition to interdepartmental training opportunities. The College offers tuition reimbursement and free tuition for employees wishing to take classes outside and within our institution.

Are there other initiatives in place to help provide for promotion of African American employees to report for your institution?

No

How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements? Does your institution conduct internal studies or have surveys for monitoring the recruitment of African American employees, and have committees that monitor employment or departure of employees from the institution?

The HR Generalist meets with all search committee members to explain the hiring selection process along with the College Diversity Initiative Plan. Training on diversity is completed before serving on a search committee.



**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the State of Illinois African American Employment Plan.**

Please describe any strategies that your institution is developing to meet the increasing numbers and need of African American students and public that may want access to your institution.

Inform the students of many opportunities RVC has to offer.

Message these students and parents in numerous ways both on and off campus.

Inspire them to believe in a college education making dreams a reality.

Enroll them because RVC is a great place!

Does your institution currently have an African American Resource Center (AARC)?

No

Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students?

No

## African American Employment Plan Survey (SB 3531/P.A. 96-1341)

### Fiscal Year 2018

Public Act 96-1341 requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty and staff at state colleges and universities. This report is required as part of the larger State African American Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

### Sauk Valley Community College

As of June 30, 2018, provide the number of faculty up for tenure at your institution:

	Total that received tenure	Total that did not receive tenure	Total African American faculty that received tenure	Total African American faculty that did not receive tenure
Total #	2	0	0	0

As of June 30, 2018, provide the number of faculty that separated or left the community college (retired or resigned):

	Total #
Total faculty that experienced separation from the college	4
Total African American faculty that experienced separation from the college	0

What percentage of your community college employees are union?

Less than 50%

Does your institution provide budget allocations specifically for the recruitment of African American faculty, administrators, or any level job category?

No

**This section of the survey will list all activities your institution has undertaken that would help in the implementation of the State of Illinois African American Employment Plan for Higher Education.**

What steps has your institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and Equal Employment Opportunity (EEO) are complying with legislative mandates for the African American Employment Plan for Higher Education?

The Human Resource staff receive training on the legislative mandates for the African American Employment Plan for Higher Education.

Please provide recommendations for increasing the number of African American teaching/administrative staff at your institution.

The College will target advertising to reach unrepresented groups in an attempt to increase the number of African

American teaching/administrative staff at our institution.

Does your institution implement employment incentives to attract African American employees such as any of the following (please select all that apply):

- Internships
- Tuition Reimbursement

For African American employees not part of the tenure system at your institution are the following initiatives in place to help provide for promotion? If yes, please provide a dot point of the initiative(s).

Employees with career ladder enhancement

No

Self-development training

Yes

Please provide a dot point description of the (self-development training) initiative. (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS ITEM WAS MARKED "YES".)

- Tuition Reimbursement
- SVCC Tuition Waivers
- On the Job Training
- Internships
- Career Counseling

Are there other initiatives in place to help provide for promotion of African American employees to report for your institution?

No

How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements? Does your institution conduct internal studies or have surveys for monitoring the recruitment of African American employees, and have committees that monitor employment or departure of employees from the institution?

The Human Resource Director meets with all hiring committees and supervisors to review and ensure compliance with the mandatory Hiring and Promotion Monitor requirements. The HR Director also meets with all departing employees and an exit interview is completed.

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the State of Illinois African American Employment Plan.**

Please describe any strategies that your institution is developing to meet the increasing numbers and need of African American students and public that may want access to your institution.

The College provides services to assist individuals in preparing for promotion, earning citizenship, job preparedness, or assisting family members.

Does your institution currently have an African American Resource Center (AARC)?

No

Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students?

No

## African American Employment Plan Survey (SB 3531/P.A. 96-1341)

### Fiscal Year 2018

Public Act 96-1341 requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty and staff at state colleges and universities. This report is required as part of the larger State African American Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

### Shawnee Community College

As of June 30, 2018, provide the number of faculty up for tenure at your institution:

	Total that received tenure	Total that did not receive tenure	Total African American faculty that received tenure	Total African American faculty that did not receive tenure
Total #	1	6	0	1

As of June 30, 2018, provide the number of faculty that separated or left the community college (retired or resigned):

	Total #
Total faculty that experienced separation from the college	1
Total African American faculty that experienced separation from the college	0

What percentage of your community college employees are union?

More than 50%

Does your institution provide budget allocations specifically for the recruitment of African American faculty, administrators, or any level job category?

No

**This section of the survey will list all activities your institution has undertaken that would help in the implementation of the State of Illinois African American Employment Plan for Higher Education.**

What steps has your institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and Equal Employment Opportunity (EEO) are complying with legislative mandates for the African American Employment Plan for Higher Education?

With the college's affirmative action plan, HR oversees recruitment, screening and hiring process to ensure compliance with all equal opportunity laws and regulations in the interviewing and hiring process.

Please provide recommendations for increasing the number of African American teaching/administrative staff at your institution.

We advertise to colleges with a higher diversity population as well as as many online sources as we can to broaden

the pool of applicants to more than just our local news.

Does your institution implement employment incentives to attract African American employees such as any of the following (please select all that apply):

- Internships
- Community Linkages
- Mentorship of a new African American Faculty
- Staff Employment Recruitment Plan

For African American employees not part of the tenure system at your institution are the following initiatives in place to help provide for promotion? If yes, please provide a dot point of the initiative(s).

Employees with career ladder enhancement

Yes

Please provide a dot point description of the (career ladder) initiative. (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS ITEM WAS MARKED "YES".)

By encouraging all staff to participate in continuing education and professional development. Staff are often allowed to flex their schedule to attend classes.

Self-development training

Yes

Please provide a dot point description of the (self-development training) initiative. (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS ITEM WAS MARKED "YES".)

Shawnee encourages professional development time to attend training or other conferences pertinent to their job or beneficial to them achieving the training they need to promote within.

Are there other initiatives in place to help provide for promotion of African American employees to report for your institution?

No

How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements? Does your institution conduct internal studies or have surveys for monitoring the recruitment of African American employees, and have committees that monitor employment or departure of employees from the institution?

The HR Director as well as selected trained EEO officers monitoring the employment screening process in accordance with college policy. The EEOC officer serves on all employment screening committees for full time positions.

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the State of Illinois African American Employment Plan.**

Please describe any strategies that your institution is developing to meet the increasing numbers and need of African American students and public that may want access to your institution.

The college has partnerships with agencies and high schools with African American populations. SCC also offers adult basic education for those who need GED or credit recovery as well.

Does your institution currently have an African American Resource Center (AARC)?

No

Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students?

Yes

## African American Employment Plan Survey (SB 3531/P.A. 96-1341)

### Fiscal Year 2018

Public Act 96-1341 requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty and staff at state colleges and universities. This report is required as part of the larger State African American Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

### South Suburban College

As of June 30, 2018, provide the number of faculty up for tenure at your institution:

	Total that received tenure	Total that did not receive tenure	Total African American faculty that received tenure	Total African American faculty that did not receive tenure
Total #	5	0	1	0

As of June 30, 2018, provide the number of faculty that separated or left the community college (retired or resigned):

	Total #
Total faculty that experienced separation from the college	7
Total African American faculty that experienced separation from the college	1

What percentage of your community college employees are union?

More than 50%

Does your institution provide budget allocations specifically for the recruitment of African American faculty, administrators, or any level job category?

No

**This section of the survey will list all activities your institution has undertaken that would help in the implementation of the State of Illinois African American Employment Plan for Higher Education.**

What steps has your institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and Equal Employment Opportunity (EEO) are complying with legislative mandates for the African American Employment Plan for Higher Education?

South Suburban College is an equal opportunity employer with a diverse workforce. South Suburban College provides hiring guidelines to the search committees involved in recruiting, interviewing, and recommending the final candidates. The search committees are composed of diverse members. Final candidates are then reviewed with the Vice President of the hiring area. South Suburban College strictly enforces its EEO Policy, prohibits unlawful discrimination on the basis of race, national origin and all other legally protected categories.



Please provide recommendations for increasing the number of African American teaching/administrative staff at your institution.

To increase our applicant pool, SSC has regular and consistent pay increases based on a negotiated contract. SSC has also increased the advertising budget for quality faculty.

Does your institution implement employment incentives to attract African American employees such as any of the following (please select all that apply):

- Community Linkages
- Mentorship of a new African American Faculty

For African American employees not part of the tenure system at your institution are the following initiatives in place to help provide for promotion? If yes, please provide a dot point of the initiative(s).

Employees with career ladder enhancement

No

Self-development training

Yes

Please provide a dot point description of the (self-development training) initiative. (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS ITEM WAS MARKED "YES".)

A variety of professional development opportunities are available to employees through staff/faculty development committees. They offer on-campus workshops, seminars, and all day events. SSC also offers tuition waivers and tuition reimbursement.

Are there other initiatives in place to help provide for promotion of African American employees to report for your institution?

No

How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements? Does your institution conduct internal studies or have surveys for monitoring the recruitment of African American employees, and have committees that monitor employment or departure of employees from the institution?

SSC is an equal opportunity employer with a diverse workforce. SSC strictly enforces its EEO Policy, prohibits unlawful discrimination on the basis of race, national origin and all other legally protected categories.

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the State of Illinois African American Employment Plan.**

Please describe any strategies that your institution is developing to meet the increasing numbers and need of African American students and public that may want access to your institution.

SSC is primarily a minority serving institution. Back in 2014, the SSC Board of Trustees approved a Five Year (2014-2019) Strategic Plan to focus on supporting student success. Three areas emerged: 1) Increasing students' readiness to undertake college-level work; 2) Improving completion rates; and 3) Closing skill gaps; aligning graduates' learning and credentials with industry and occupational demand. To address these demands, the Plan identified four Strategic Directions: 1) College Readiness; 2) Student Success and Completion; 3) Educational Pathways; and 4) Partnership Development. The College is also a participant in the Higher Learning Commission's (HLC) Persistence and Completion Academy. Driven by the goals of our Strategic Plan and participation in the HLC

Persistence and Completion, the College has initiated a number of projects to improve the persistence and completion rates of students in developmental courses. In October 2016, the College received a Federal Grant from the DOE to support a project titled BLAST II. The project is designed to increase African-American male persistence at the college and to increase their success in college courses and retention from semester-to-semester, ultimately leading to degree and certificate completion. During the 2017-2018 year, PBI tutor criteria was established to provide academic support that is showing promising results due to its peer-to-peer model. Several ongoing initiatives have also begun including, but not limited to, the establishment of a Reading Center and the reconfiguration of English Composition and Writer's Workshop classrooms. SSC's Administration, Faculty, and Staff have strong ties to the local community to recruit African American students and employees through open communications with city and community leaders. South Suburban College also partners with local K-12 school districts to ensure that students receive the preparation and support necessary to excel at the College level. All of these efforts have been developed to meet the needs of all of our students, but particularly, the needs of our African American Students.

Does your institution currently have an African American Resource Center (AARC)?

No

Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students?

Yes

## African American Employment Plan Survey (SB 3531/P.A. 96-1341)

### Fiscal Year 2018

Public Act 96-1341 requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty and staff at state colleges and universities. This report is required as part of the larger State African American Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

### Southeastern Illinois College

As of June 30, 2018, provide the number of faculty up for tenure at your institution:

	Total that received tenure	Total that did not receive tenure	Total African American faculty that received tenure	Total African American faculty that did not receive tenure
Total #	1	3	0	0

As of June 30, 2018, provide the number of faculty that separated or left the community college (retired or resigned):

	Total #
Total faculty that experienced separation from the college	2
Total African American faculty that experienced separation from the college	0

What percentage of your community college employees are union?

Less than 50%

Does your institution provide budget allocations specifically for the recruitment of African American faculty, administrators, or any level job category?

Yes

Provide the FY 2018 budget allocation(s) for each of these recruitment initiatives for African American faculty, administrators, or any level job category. (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS QUESTION RECEIVED A "YES" RESPONSE.)

\$25,500 was budgeted for all hiring recruitment activities including African American.

**This section of the survey will list all activities your institution has undertaken that would help in the implementation of the State of Illinois African American Employment Plan for Higher Education.**

What steps has your institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and Equal Employment Opportunity (EEO) are complying with legislative mandates for the African American Employment Plan for Higher Education?

As part of Southeastern's hiring process, a hiring manual has been developed to provide guidance for search

committees regarding hiring, interviewing, recruitment, and EEO guidelines. Southeastern Illinois College is committed to providing equal opportunity through its employment practices and educational programs and through the many services it provides to the community. The Board of Trustees of Community College District No. 533 will make all personnel decisions without regard to race, color, religion, sex, age, national origin, citizenship status, ancestry, marital status, parental status, pregnancy, family status, military discharge status, sexual orientation, gender identity, disability or handicap unrelated to an individual's ability to perform the essential functions of the job, association with a person with a disability or handicap, military status, source of income, housing status or any other category protected by law. Additionally, administrators monitor the search/recruitment process by ensuring that the policy for hiring is followed.

**Please provide recommendations for increasing the number of African American teaching/administrative staff at your institution.**

To continue the recruitment process that Southeastern Illinois College has implemented: recruitment in Journal of Blacks in Higher Education publications; recruitment efforts within our largest southern Illinois city with a higher percentage of African American population as well as having a major university with career centers, and continue to provide university career centers within the tri-state area information regarding vacant positions.

**Does your institution implement employment incentives to attract African American employees such as any of the following (please select all that apply):**

- Community Linkages
- Mentorship of a new African American Faculty
- Staff Employment Recruitment Plan

**For African American employees not part of the tenure system at your institution are the following initiatives in place to help provide for promotion? If yes, please provide a dot point of the initiative(s).**

**Employees with career ladder enhancement**

Yes

**Please provide a dot point description of the (career ladder) initiative. (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS ITEM WAS MARKED "YES".)**

All employees are eligible to advance when a higher position becomes available.

**Self-development training**

Yes

**Please provide a dot point description of the (self-development training) initiative. (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS ITEM WAS MARKED "YES".)**

Professional Development Workshops are held throughout the academic year as well as development opportunities are provided for faculty and staff who wish to participate.

**Are there other initiatives in place to help provide for promotion of African American employees to report for your institution?**

No

**How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements? Does your institution conduct internal studies or have surveys for monitoring the recruitment of African American employees, and have committees that monitor employment or departure of employees from the institution?**

The Vice President and Deans are reviewing and monitoring all search committees to ensure policy and process are followed for hiring. Additionally, HR is meeting with all division and hiring chairs to ensure process is followed.

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the State of Illinois African American Employment Plan.**

Please describe any strategies that your institution is developing to meet the increasing numbers and need of African American students and public that may want access to your institution.

The SIC Recruiter visits each high school within the College District to reach as many students as possible.

Does your institution currently have an African American Resource Center (AARC)?

No

Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students?

N/A

## African American Employment Plan Survey (SB 3531/P.A. 96-1341)

### Fiscal Year 2018

Public Act 96-1341 requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty and staff at state colleges and universities. This report is required as part of the larger State African American Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

### Southwestern Illinois College

As of June 30, 2018, provide the number of faculty up for tenure at your institution:

	Total that received tenure	Total that did not receive tenure	Total African American faculty that received tenure	Total African American faculty that did not receive tenure
Total #	148	684	6	36

As of June 30, 2018, provide the number of faculty that separated or left the community college (retired or resigned):

	Total #
Total faculty that experienced separation from the college	36
Total African American faculty that experienced separation from the college	3

What percentage of your community college employees are union?

More than 50%

Does your institution provide budget allocations specifically for the recruitment of African American faculty, administrators, or any level job category?

No

**This section of the survey will list all activities your institution has undertaken that would help in the implementation of the State of Illinois African American Employment Plan for Higher Education.**

What steps has your institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and Equal Employment Opportunity (EEO) are complying with legislative mandates for the African American Employment Plan for Higher Education?

SWIC requires at least one person in each hiring committee to complete a workshop on recruitment, interviewing and hiring. This workshop includes a discussion about how to avoid bias and focus on hiring the best person for the job. Our recruitment efforts include sharing vacancy announcements with the Urban League and NAACP also by utilizing the Affirmative Action package provided by HigherEdJobs.com. Additionally, we utilize CareerBuilder.com to reach a broad applicant pool.

Please provide recommendations for increasing the number of African American teaching/administrative staff at your institution.

N/A

Does your institution implement employment incentives to attract African American employees such as any of the following (please select all that apply):

- Community Linkages
- Staff Employment Recruitment Plan

For African American employees not part of the tenure system at your institution are the following initiatives in place to help provide for promotion? If yes, please provide a dot point of the initiative(s).

Employees with career ladder enhancement

No

Self-development training

Yes

Please provide a dot point description of the (self-development training) initiative. (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS ITEM WAS MARKED "YES".)

All employees are offered professional development through training opportunities and tuition assistance.

Are there other initiatives in place to help provide for promotion of African American employees to report for your institution?

No

How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements? Does your institution conduct internal studies or have surveys for monitoring the recruitment of African American employees, and have committees that monitor employment or departure of employees from the institution?

SWIC requires at least one person in each hiring committee to complete a workshop on recruitment, interviewing and hiring. This workshop includes a discussion about how to avoid bias and focus on hiring the best person for the job.

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the State of Illinois African American Employment Plan.**

Please describe any strategies that your institution is developing to meet the increasing numbers and need of African American students and public that may want access to your institution.

N/A

Does your institution currently have an African American Resource Center (AARC)?

No

Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students?

No



## African American Employment Plan Survey (SB 3531/P.A. 96-1341)

### Fiscal Year 2018

Public Act 96-1341 requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty and staff at state colleges and universities. This report is required as part of the larger State African American Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

### Spoon River College

As of June 30, 2018, provide the number of faculty up for tenure at your institution:

	Total that received tenure	Total that did not receive tenure	Total African American faculty that received tenure	Total African American faculty that did not receive tenure
Total #	2	2	0	0

As of June 30, 2018, provide the number of faculty that separated or left the community college (retired or resigned):

	Total #
Total faculty that experienced separation from the college	1
Total African American faculty that experienced separation from the college	0

What percentage of your community college employees are union?

Less than 50%

Does your institution provide budget allocations specifically for the recruitment of African American faculty, administrators, or any level job category?

Yes

Provide the FY 2018 budget allocation(s) for each of these recruitment initiatives for African American faculty, administrators, or any level job category. (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS QUESTION RECEIVED A "YES" RESPONSE.)

\$500 for advertising.

**This section of the survey will list all activities your institution has undertaken that would help in the implementation of the State of Illinois African American Employment Plan for Higher Education.**

What steps has your institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and Equal Employment Opportunity (EEO) are complying with legislative mandates for the African American Employment Plan for Higher Education?

Increasing advertising in EEO journals and online. all hiring supervisors are required to comply with the college's

hiring procedures and EEO policies. The college utilizes an online recruiting system to collect employment applications.

Please provide recommendations for increasing the number of African American teaching/administrative staff at your institution.

Increased advertising in EEO journals and online.

Does your institution implement employment incentives to attract African American employees such as any of the following (please select all that apply):

- None / Not applicable

For African American employees not part of the tenure system at your institution are the following initiatives in place to help provide for promotion? If yes, please provide a dot point of the initiative(s).

Employees with career ladder enhancement

No

Self-development training

No

Are there other initiatives in place to help provide for promotion of African American employees to report for your institution?

No

How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements? Does your institution conduct internal studies or have surveys for monitoring the recruitment of African American employees, and have committees that monitor employment or departure of employees from the institution?

Hiring procedures are regularly audited for legal compliance and all hires follow an approval process which include the Director of Human Resources, Budget Officer, and the President.

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the State of Illinois African American Employment Plan.**

Please describe any strategies that your institution is developing to meet the increasing numbers and need of African American students and public that may want access to your institution.

NA

Does your institution currently have an African American Resource Center (AARC)?

No

Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students?

N/A

## African American Employment Plan Survey (SB 3531/P.A. 96-1341)

### Fiscal Year 2018

Public Act 96-1341 requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty and staff at state colleges and universities. This report is required as part of the larger State African American Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

### Triton College

As of June 30, 2018, provide the number of faculty up for tenure at your institution:

	Total that received tenure	Total that did not receive tenure	Total African American faculty that received tenure	Total African American faculty that did not receive tenure
Total #	4	0	0	0

As of June 30, 2018, provide the number of faculty that separated or left the community college (retired or resigned):

	Total #
Total faculty that experienced separation from the college	4
Total African American faculty that experienced separation from the college	0

What percentage of your community college employees are union?

Less than 50%

Does your institution provide budget allocations specifically for the recruitment of African American faculty, administrators, or any level job category?

No

**This section of the survey will list all activities your institution has undertaken that would help in the implementation of the State of Illinois African American Employment Plan for Higher Education.**

What steps has your institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and Equal Employment Opportunity (EEO) are complying with legislative mandates for the African American Employment Plan for Higher Education?

1. The legislative mandates are reviewed on an annual basis.

Please provide recommendations for increasing the number of African American teaching/administrative staff at your institution.

1. Diverse hiring committees

2. Targeted advertising efforts
3. Training (cultural competency and implicit bias)

Does your institution implement employment incentives to attract African American employees such as any of the following (please select all that apply):

- None / Not applicable

For African American employees not part of the tenure system at your institution are the following initiatives in place to help provide for promotion? If yes, please provide a dot point of the initiative(s).

Employees with career ladder enhancement

No

Please provide a dot point description of the (career ladder) initiative. (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS ITEM WAS MARKED "YES".)

1. Tuition waiver & reimbursement benefits
2. Professional development workshops & seminars

Self-development training

Yes

Please provide a dot point description of the (self-development training) initiative. (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS ITEM WAS MARKED "YES".)

1. Tuition waiver & reimbursement benefits
2. Professional development workshops & seminars

Are there other initiatives in place to help provide for promotion of African American employees to report for your institution?

No

How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements? Does your institution conduct internal studies or have surveys for monitoring the recruitment of African American employees, and have committees that monitor employment or departure of employees from the institution?

1. The college produces an Affirmative Action Plan on an annual basis and hiring trends are reviewed.

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the State of Illinois African American Employment Plan.**

Please describe any strategies that your institution is developing to meet the increasing numbers and need of African American students and public that may want access to your institution.

The college is making a concentrated effort to hire a more diverse workforce that accurately reflects that district that is served. This includes training, reviewing applicant pools for diversity, and targeted advertising efforts.

Does your institution currently have an African American Resource Center (AARC)?

No

Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students?

Yes

## African American Employment Plan Survey (SB 3531/P.A. 96-1341)

### Fiscal Year 2018

Public Act 96-1341 requires community colleges (and public universities) to annually report to the legislature the progress on efforts to hire and promote African American faculty and staff at state colleges and universities. This report is required as part of the larger State African American Employment Plan to improve the delivery of state services to African Americans by increasing the number of African American state employees serving in supervisory, technical, professional, and managerial positions.

### Waubonsee Community College

As of June 30, 2018, provide the number of faculty up for tenure at your institution:

	Total that received tenure	Total that did not receive tenure	Total African American faculty that received tenure	Total African American faculty that did not receive tenure
Total #	2	0	0	0

As of June 30, 2018, provide the number of faculty that separated or left the community college (retired or resigned):

	Total #
Total faculty that experienced separation from the college	9
Total African American faculty that experienced separation from the college	0

What percentage of your community college employees are union?

Less than 50%

Does your institution provide budget allocations specifically for the recruitment of African American faculty, administrators, or any level job category?

No

**This section of the survey will list all activities your institution has undertaken that would help in the implementation of the State of Illinois African American Employment Plan for Higher Education.**

What steps has your institution undertaken to ensure that Human Resource staff, responsible for hiring, interviewing, recruitment and Equal Employment Opportunity (EEO) are complying with legislative mandates for the African American Employment Plan for Higher Education?

On annual basis Waubonsee Community College presents an Affirmative Action Plan in an effort to demonstrate a commitment to diversity, inclusion, and equal opportunity. Waubonsee also conducts training for search committees and diversity and inclusion training.

Please provide recommendations for increasing the number of African American teaching/administrative staff at your institution.

We use publications, job fairs and job boards that appeal to a diverse audience of candidates.

Does your institution implement employment incentives to attract African American employees such as any of the following (please select all that apply):

- Internships
- Community Linkages
- Mentorship of a new African American Faculty

For African American employees not part of the tenure system at your institution are the following initiatives in place to help provide for promotion? If yes, please provide a dot point of the initiative(s).

Employees with career ladder enhancement

No

Self-development training

Yes

Please provide a dot point description of the (self-development training) initiative. (NOTE: THIS ITEM ONLY REQUIRES A RESPONSE IF THE PREVIOUS ITEM WAS MARKED "YES".)

Tuition waivers and reimbursement

Certificate and Conferences, Skills based training

Workshops and Webinars training

Are there other initiatives in place to help provide for promotion of African American employees to report for your institution?

No

How is your institution ensuring that all appropriate staff is complying with the mandatory Hiring and Promotion Monitor requirements? Does your institution conduct internal studies or have surveys for monitoring the recruitment of African American employees, and have committees that monitor employment or departure of employees from the institution?

On an annual basis Waubensee Community College presents an Affirmative Action Plan in an effort to demonstrate achievement in hiring and promoting of African American staff. We ensure that hiring managers follow established hiring procedures. We implemented an internal hiring policy to help advance the careers of internal staff. We also have ongoing evaluations of our training's and procedures.

**This section of the survey will list specific initiatives and focus on what your institution has undertaken to further comply with the State of Illinois African American Employment Plan.**

Please describe any strategies that your institution is developing to meet the increasing numbers and need of African American students and public that may want access to your institution.

Waubensee conducted a local community needs assessment report to better understand the community's awareness of current programs and offerings. Actions to be taken based on findings in report: boosting awareness of college offerings to underrepresented populations and remove enrollment roadblocks by providing clarity around perceived financial barriers.

Does your institution currently have an African American Resource Center (AARC)?

No



Does the community college currently employ culturally competent African American recruiters enabling them to communicate and interact with parents and students?

Yes



Illinois Community College Board  
Table 6  
UTILIZATION RATE FOR AFRICAN AMERICAN FACULTY AND STAFF  
EMPLOYED IN ILLINOIS PUBLIC COMMUNITY COLLEGES IN FISCAL YEAR 2018  
BY EMPLOYEE GROUP AND COLLEGE

Dist. No.	District/College	Tenured Faculty/ Officials & Managers	Non-Tenured Faculty	Professional Staff/ Protective Service Workers	Office & Clerical/ Paraprofessionals	Service Maintenance	Total
503	Black Hawk	-4.8%	-5.5%	-4.4%	-1.4%	8.4%	-3.6%
518	Carl Sandburg*	-2.8%	-1.2%	1.5%	6.0%	-4.5%	-0.1%
508	City Colleges of Chicago	(4.1%)	(-3.8%)	(9.3%)	(19.2%)	(29.9%)	(8.1%)
	Harold Washington	NA	NA	NA	NA	NA	NA
	Harry S Truman	NA	NA	NA	NA	NA	NA
	Kennedy-King	NA	NA	NA	NA	NA	NA
	Malcolm X	NA	NA	NA	NA	NA	NA
	Olive-Harvey	NA	NA	NA	NA	NA	NA
	Richard J. Daley	NA	NA	NA	NA	NA	NA
	Wilbur Wright	NA	NA	NA	NA	NA	NA
	District Office	NA	NA	NA	NA	NA	NA
502	College of DuPage	-1.7%	-1.8%	0.2%	0.5%	-1.9%	-1.1%
532	College of Lake County	3.1%	-3.3%	0.1%	6.2%	3.0%	-0.2%
507	Danville Area	-4.0%	-6.6%	7.1%	-5.9%	-6.9%	-0.5%
509	Elgin	4.5%	-1.4%	4.7%	2.5%	-2.1%	1.4%
512	Harper	2.2%	-1.1%	0.3%	1.6%	3.9%	0.4%
540	Heartland	-4.6%	-4.3%	-4.4%	3.3%	10.3%	-3.8%
519	Highland*	-5.0%	-1.7%	8.7%	-0.7%	0.7%	0.2%
514	Illinois Central	-2.3%	-5.2%	0.3%	0.6%	7.8%	-1.4%
529	Illinois Eastern	(-3.3%)	(-3.3%)	(-2.5%)	(-3.3%)	(-3.3%)	(-3.1%)
	Frontier	NA	NA	NA	NA	NA	NA
	Lincoln Trail	NA	NA	NA	NA	NA	NA
	Olney Central	NA	NA	NA	NA	NA	NA
	Wabash Valley	NA	NA	NA	NA	NA	NA
	District Office	NA	NA	NA	NA	NA	NA
513	Illinois Valley	0.1%	-1.4%	-2.4%	-0.7%	-2.4%	-1.3%
530	John A. Logan	-5.2%	-2.8%	-4.0%	-5.5%	0.9%	-3.5%
539	John Wood	-4.6%	-3.2%	-2.9%	-4.6%	-4.6%	-3.7%
525	Joliet Junior	-0.6%	-4.3%	1.9%	2.8%	8.8%	-0.3%
520	Kankakee	-6.9%	-4.1%	4.5%	-3.2%	10.3%	-2.0%
501	Kaskaskia	-3.7%	-3.5%	-1.8%	-4.9%	0.0%	-3.1%
523	Kishwaukee	-3.6%	-4.7%	3.5%	-4.3%	-7.2%	-2.3%
517	Lake Land	-0.5%	-1.5%	1.0%	-0.5%	-1.5%	-0.2%
536	Lewis and Clark	1.1%	-1.4%	5.0%	2.7%	10.2%	1.6%
526	Lincoln Land	-3.5%	-6.4%	-1.4%	1.9%	1.9%	-3.2%
528	McHenry County	3.7%	-0.4%	3.5%	-1.3%	-1.3%	0.9%
524	Moraine Valley	-2.2%	-4.0%	3.1%	-2.5%	-2.6%	-2.5%
527	Morton	-1.6%	2.7%	-1.9%	-1.1%	-5.1%	0.1%
535	Oakton	4.0%	0.6%	5.5%	2.7%	14.3%	3.1%
505	Parkland	-6.0%	-6.6%	-3.6%	-1.0%	19.7%	-3.9%
515	Prairie State	-35.7%	-25.4%	-15.7%	6.5%	-38.5%	-16.2%
521	Rend Lake	-5.8%	-5.8%	0.2%	-2.1%	-5.8%	-4.2%
537	Richland	-6.7%	-9.8%	0.9%	-4.3%	-13.4%	-6.3%
511	Rock Valley	-4.6%	-5.2%	2.0%	-0.8%	5.1%	-2.5%
506	Sauk Valley	-1.1%	-1.3%	-1.6%	-3.2%	-3.2%	-1.7%
531	Shawnee	7.8%	-0.6%	16.4%	17.8%	-10.7%	5.7%
510	South Suburban	-33.4%	-19.3%	-23.0%	-1.3%	-3.9%	-19.8%
533	Southeastern Illinois	0.8%	-2.3%	-3.2%	2.7%	-3.2%	-1.6%
522	Southwestern Illinois	-16.2%	-15.0%	-4.1%	-10.8%	-14.5%	-11.9%
534	Spoon River	-5.2%	-4.2%	-5.2%	-5.2%	-5.2%	-4.8%
504	Triton	-11.5%	-13.5%	-9.4%	-5.3%	-15.7%	-11.4%
516	Waubensee	-1.5%	-2.9%	-2.2%	-1.9%	0.0%	-2.2%
	TOTALS	-4.5%	-6.6%	1.1%	2.0%	9.8%	-2.2%

\*Includes revised college figures

NA = Data Not Available

EEOC Administrative Staff/Technicians and Skilled Craft Workers categories are included in the Professional Staff/Protective Service Workers category.

SOURCE OF DATA: ICCB Centralized Data System--Annual Faculty, Staff, and Salary (C3) Data and Index of Need, Illinois Census,

SIU-Edwardsville Department of Business/Economics



Illinois Community College Board  
Table 7  
SUMMARY OF AFRICAN AMERICAN FACULTY AND STAFF  
EMPLOYED IN ILLINOIS PUBLIC COMMUNITY COLLEGES IN FISCAL YEAR 2018  
BY EMPLOYEE GROUP AND COLLEGE

Dist. No.	District/College	Tenured Faculty/ Officials & Managers	Non-Tenured Faculty	Professional Staff/ Protective Service Workers	Office & Clerical/ Paraprofessionals	Service Maintenance	Total
503	Black Hawk	3	3	3	4	7	20
518	Carl Sandburg*	1	5	10	2	0	18
508	City Colleges of Chicago	(274)	(451)	(777)	(232)	(457)	(2,191)
	Harold Washington	36	102	80	44	60	322
	Harry S Truman	14	37	99	26	43	219
	Kennedy-King	58	73	203	49	124	507
	Malcolm X	68	102	121	37	76	404
	Olive-Harvey	49	51	114	35	89	338
	Richard J. Daley	15	45	55	15	34	164
	Wilbur Wright	6	41	29	16	16	108
	District Office	28	0	76	10	15	129
502	College of DuPage	12	64	30	24	5	135
532	College of Lake County	27	31	26	21	11	116
507	Danville Area	6	5	30	2	1	44
509	Elgin	20	12	17	10	2	61
512	Harper	15	12	12	9	6	54
540	Heartland	5	11	9	5	2	32
519	Highland	0	5	10	2	2	19
514	Illinois Central	15	18	44	12	18	107
529	Illinois Eastern	(0)	(0)	(2)	(0)	(0)	(2)
	Frontier	0	0	0	0	0	0
	Lincoln Trail	0	0	0	0	0	0
	Olney Central	0	0	0	0	0	0
	Wabash Valley	0	0	2	0	0	2
	District Office	0	0	0	0	0	0
513	Illinois Valley	2	2	0	1	0	5
530	John A. Logan	3	11	3	2	4	23
539	John Wood	0	2	1	0	0	3
525	Joliet Junior	18	27	36	20	29	130
520	Kankakee	5	15	17	7	6	50
501	Kaskaskia	1	3	2	0	2	8
523	Kishwaukee	3	4	13	1	0	21
517	Lake Land	1	0	8	1	0	10
536	Lewis and Clark	10	12	12	9	11	54
526	Lincoln Land	9	6	16	9	5	45
528	McHenry County	7	3	6	0	0	16
524	Moraine Valley	18	50	25	17	7	117
527	Morton	3	16	4	1	0	24
535	Oakton	16	36	23	11	14	100
505	Parkland	7	14	31	5	17	74
515	Prairie State	21	89	73	145	4	332
521	Rend Lake	0	0	7	1	0	8
537	Richland	7	5	10	3	0	25
511	Rock Valley	10	9	14	11	3	47
506	Sauk Valley	1	2	1	0	0	4
531	Shawnee	10	13	13	6	0	42
510	South Suburban	30	122	45	44	14	255
533	Southeastern Illinois	2	1	0	1	0	4
522	Southwestern Illinois	6	36	61	4	6	113
534	Spoon River	0	1	0	0	0	1
504	Triton	18	67	37	39	6	167
516	Waubonsee	<u>10</u>	<u>19</u>	<u>14</u>	<u>7</u>	<u>7</u>	<u>57</u>
	TOTALS	596	1,182	1,442	668	646	4,534

\*Includes revised college figures

EEOC Administrative Staff/Technicians and Skilled Craft Workers categories are included in the Professional Staff/Protective Service Workers category.

SOURCE OF DATA: ICCB Centralized Data System--Annual Faculty, Staff, and Salary (C3) Data



Illinois Community College Board  
Table 8  
SUMMARY OF TOTAL FACULTY AND STAFF  
EMPLOYED IN ILLINOIS PUBLIC COMMUNITY COLLEGES IN FISCAL YEAR 2018  
BY EMPLOYEE GROUP AND COLLEGE

Dist. No.	District/College	Tenured Faculty/ Officials & Managers	Non-Tenured Faculty	Professional Staff/ Protective Service Workers	Office & Clerical/ Paraprofessionals	Service Maintenance	Total
503	Black Hawk	152	236	125	74	46	633
518	Carl Sandburg*	58	150	166	19	18	411
508	City Colleges of Chicago	(822)	(1,773)	(2,015)	(479)	(773)	(5,862)
	Harold Washington	133	374	269	75	77	928
	Harry S Truman	90	269	370	74	96	899
	Kennedy-King	86	131	293	61	159	730
	Malcolm X	137	273	251	61	103	825
	Olive-Harvey	80	96	155	50	104	485
	Richard J. Daley	84	262	174	57	124	701
	Wilbur Wright	120	368	280	81	86	935
	District Office	92	0	223	20	24	359
502	College of DuPage	276	1,507	480	367	120	2,750
532	College of Lake County	257	758	345	155	106	1,621
507	Danville Area	78	99	160	35	21	393
509	Elgin	227	403	188	145	88	1,051
512	Harper	302	687	385	204	89	1,667
540	Heartland	153	313	260	45	11	782
519	Highland*	60	152	73	46	35	366
514	Illinois Central	233	511	487	129	109	1,469
529	Illinois Eastern	(163)	(382)	(254)	(65)	(37)	(901)
	Frontier	23	156	27	11	4	221
	Lincoln Trail	22	67	44	15	10	158
	Olney Central	53	74	45	14	9	195
	Wabash Valley	44	85	93	15	9	246
	District Office	21	0	45	10	5	81
513	Illinois Valley	82	197	86	59	20	444
530	John A. Logan	100	204	72	75	44	495
539	John Wood	70	144	58	39	13	324
525	Joliet Junior	239	692	357	183	171	1,642
520	Kankakee	100	192	104	81	27	504
501	Kaskaskia	84	223	64	36	41	448
523	Kishwaukee	85	161	122	35	34	437
517	Lake Land	96	235	321	97	27	776
536	Lewis and Clark	171	360	124	122	74	851
526	Lincoln Land	193	342	237	90	50	912
528	McHenry County	138	312	123	115	15	703
524	Moraine Valley	198	686	174	193	80	1,331
527	Morton	84	205	123	25	20	457
535	Oakton	169	593	211	135	71	1,179
505	Parkland	196	460	516	58	58	1,288
515	Prairie State	108	299	185	235	24	851
521	Rend Lake	84	173	116	27	82	482
537	Richland	104	137	70	33	5	349
511	Rock Valley	187	188	117	121	20	633
506	Sauk Valley	49	105	64	31	22	271
531	Shawnee	54	129	48	21	3	255
510	South Suburban	113	300	122	75	25	635
533	Southeastern Illinois	50	115	54	17	9	245
522	Southwestern Illinois	148	684	376	42	103	1,353
534	Spoon River	53	93	39	30	5	220
504	Triton	160	723	276	223	85	1,467
516	Waubensee	194	511	314	148	105	1,272
TOTALS		6,090	15,434	9,411	4,109	2,686	37,730

\*Includes revised college figures

EEOC Administrative Staff/Technicians and Skilled Craft Workers categories are included in the Professional Staff/Protective Service Workers category.

SOURCE OF DATA: ICCB Centralized Data System--Annual Faculty, Staff, and Salary (C3) Data

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