



EQUAL EMPLOYMENT OPPORTUNITY (EEO) ACTIVITY REPORT

**FY2011, 1st Quarter
SEPTEMBER 01, 2010 - NOVEMBER 31, 2010**

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Updated January 2011

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I. EQUAL EMPLOYMENT OPPORTUNITY POLICY STATEMENT

The mission of the department is to provide safe, efficient, cost-effective and environmentally sensitive statewide transportation systems for the movement of people and goods. Employees play an essential role in meeting the department's mission. The department's public duties require integrity, competence and hard work of many employees with diverse skills and knowledge. The department cannot perform its mission well unless its employees perform their duties well.

The core qualities inherent in the department's philosophy are public accountability, open government, high ethical standards, and respect for persons doing business with the department and its employment practices. The Commissioners, executive administration, directors, managers, supervisors and employees all govern their conduct by these qualities in carrying out department business and in dealing with members of the public and each other.

The department stands as an equal employment opportunity employer and is committed to providing fair and equal treatment of all employees without regard to age, color, disability, national origin, race, religion or sex. Applicants for employment, vendors, contractors and their employees, customers and the general public also are recipients of this same commitment.

The department strives to ensure full compliance with all equal employment opportunity (EEO) requirements, laws and regulations. The department seeks to attract and hire qualified individuals who are part of the available workforce and who mirror the state's unique diversity.

Through its employment practices, the department fosters and promotes successive employee career growth in a workplace environment free of intimidation, discrimination and harassment.

The department considers any employee degradation or abusive conduct towards individuals external to the organization a serious violation of its EEO policy. Corrective action will be taken, as appropriate, for each behavior or event occurrence.

The department communicates its EEO commitment to the public and employees by way of policy manuals, employee orientation and supplemental training, affirmative action statements on job applications, outreach efforts and recruitment literature, advertising and other media.

Sexual Harassment Policy

The department does not allow, condone or tolerate sexual harassment by anyone in the workplace.

- Sexual harassment - Unwelcome sexual or gender-based conduct that has the purpose or effect of creating an intimidating, hostile or offensive work environment; unreasonably interferes with work performance; or is made a term or condition of employment; or used as the basis for an employment decision.
- Unwelcome conduct - Conduct that an employee does not solicit or initiate and that the employee regards as undesirable and offensive.

Reporting Sexual Harassment

Employees who witness any incident that appears to be a violation of the department policy on sexual harassment will report the incident to their immediate supervisor, manager, Human Resources Officer (HRO), DE/DD/OD/RD, Human Resources Division (HRD) or OCR.

Employees who feel they are being subjected to sexual harassment by their peers or co-workers must report the incident to their immediate supervisor, manager, HRO, DE/DD/OD/RD, HRD or OCR.

Employees who feel they are being subjected to sexual harassment by their immediate supervisor or any other supervisor or manager must report such concerns directly to a higher level of management, as appropriate, HRD or directly submit a sexual harassment grievance to OCR.

Supervisors or HROs will report all behavior or allegations that may be regarded as sexual harassment to their DE/DD/OD/RD.

DE/DD/OD/RDs or designees will ensure all concerns of sexual harassment are promptly reported to OCR prior to any informal inquiry or formal investigation.

NOTE: Employees who report sexual harassment are protected against retaliation by state and federal laws.

Reporting Discrimination

The department seeks to resolve differences among individuals internally and utilizes informal conflict resolution processes such as facilitated discussion and mediation to address concerns and issues. These processes are designed to provide affected parties with problem-solving enhanced environments that allow for open communication and resolution of differences. When informal processes do not render mutual agreements, employees may elect to engage in a grievance formal process.

Employees are encouraged to visit the department's internal web-site "Crossroads" to become familiar with their rights and processes for reporting discrimination, conflict resolution, filing grievances and appeals.

Employees can find discrimination reporting information by consulting the Human Resources Manual, Chapter 9; Problem Resolution, Section 1: Conflict Resolution, and Section 3: Grievances.

These sections contain information about facilitated discussion, mediation, grievances and appeals. Other topics like interviewing and hiring concerns, sexual harassment, retaliation, and whistle-blowing are detailed as well. For more information, please refer to Appendix (H).

Employees may not retaliate against or harass another employee who requests a facilitated discussion or mediation, or participates in the conflict resolution process. Employees who feel that they have been subjected to such treatment must report such incidents to their supervisor, manager, a higher level of management as appropriate, or directly submit a grievance to the Office of Civil Rights.

External applicants wanting to file a complaint may contact the Texas Workforce Commission, Civil Rights Division, the U.S. Equal Employment Opportunity Commission, or the TxDOT Office of Civil Rights. Those agencies should be contacted to obtain information about the required periods for filing a complaint and the applicable processes.

II. INTRODUCTION

Affirmative Action Plan (AAP) is defined as *“A management plan that assesses the representation of minorities and women in the workforce, analyzes problem areas where full utilization of minorities and women are not being met and provides a plan of action to reach specific goals set to eliminate such underutilization”*.

The department’s goal is to reflect the diversity of the state’s available workforce. The department’s AAP establishes specific goals and timetables by comparing the proportional representation of different demographic groups in the state’s available workforce. It also establishes methods and activities designed to achieve those specific goals and timetables.

TxDOT’s AAP is implemented and monitored on a fiscal-year basis (**September 1 to August 31**) with three main objectives:

1. Ensure that TxDOT has an aggressive Affirmative Action (AA) program which incorporates the most advanced concepts and monitoring methodologies available;
2. Ensure that the AA program complies fully with all applicable federal/state statutes and judicial decisions; and
3. Ensure that the AAP program actively involves each district, division and office in objectives, guidelines and other applicable procedures.

Monitoring includes:

- Tracking and analyzing department quarterly reports;
- Developing action plans to correct deficiencies;
- Monitoring procedures that objectively evaluate all equal employment opportunity programs and policies that affect employees; and
- Assessing quarterly affirmative action programs and submitting reports to administration, district engineers and directors.

III. QUARTERLY EEO REPORT

The Quarterly EEO Report provides an analysis of the department's AAP, workforce activities and personnel transactions. These reports are disseminated to:

- Administration;
- Districts/Divisions/Offices/Regions;
- The Texas Transportation Commission;
- The Federal Highway Administration (FHWA); and
- The Texas Workforce Commission (TWC) Civil Rights Division.

The Goals and Objectives section identifies specific projects, plans, programs, etc. with target dates, responsible parties and status information about each effort. It provides a comprehensive format by which to track several department units' (districts') affirmative action goals to ensure EEO compliance. The report includes:

- Fiscal year goals and objectives identified in the AAP;
- Recruitment results;
- Workforce levels by EEO Job Group; and
- Hiring, separation and application movement.

IV. STATEWIDE CIVILIAN LABOR FORCE

The 2000 Census Texas Civilian Labor Force (CLF) includes all professions and occupations. TxDOT's availability analysis does not encompass all state CLF professionals and occupations within its workforce, but compares its workforce to similar occupations of the state's CLF:

- Officials/Administrators;
- Professional;
- Technicians;
- Protective Service (non-sworn);
- Administrative Support;
- Skilled Craft; and
- Service Maintenance.

This analysis compares TxDOT's workforce of professions and occupations to the Texas CLF within a reasonable recruiting area. The comparison is used to establish an annual benchmark at the beginning of each fiscal year.

FY11 Workforce Analysis

As of **September 01, 2010**, TxDOT had **12,456** full-time employees:

- Minorities represented 34.25% or **4,266** employees;
- Females represented 23.93% or **2,981** employees;
- Hispanics represented 23.62% or **2,942** employees;
- Blacks represented 7.97% or **973** employees;
- Asian American/Pacific Islander represented 2.21% or **276** employees; and
- American Indian/Alaskan Native represented 0.44% of the workforce or **55** employees.

The Workforce Compilation table on Page 7 represents the overall first quarter performance summary of all EEO Jobs. Each job group's first quarter performance is listed in the tables on Pages 16-22.

V. WORKFORCE COMPILATION & FISCAL YEAR SUMMARY

All EEO Job Groups - Fiscal Year 2010

All EEO Job Groups		MIN	FEM	WHITE		BLACK		HISPANIC		ASIAN/PACIFIC ISLANDER		AMERICAN INDIAN/ALASKAN	
				WF	WM	BF	BM	HF	HM	AA/PI F	AA/PI M	AI/AN F	AI/AN M
FY11 Beg Workforce	12,456	4,266	2,981	1,936	6,254	287	706	653	2,289	85	191	20	35
Beg. %		34.25	23.93	15.64	50.21	2.30	5.67	5.24	18.38	0.68	1.53	0.16	0.28
1 st Quarter Stats	11,854	4,030	2,580	1,705	6,119	240	688	540	2,242	79	192	16	33
%		34.0	21.77	14.38	51.62	2.03	5.80	4.56	18.91	0.67	1.62	0.14	0.28

Comments

1. This table is a combined statistical summary of TxDOT's workforce for the first quarter. It is also a comparison of the first quarter and the beginning of the fiscal year or *benchmark*.
2. The actual Parity and Utilization Totals are located in each EEO Job Group table on pages 16-22.
3. **MIN** = Minorities; **FEM** = Female.

VI. GOALS & OBJECTIVES (TABLE ON PAGE 16)

Using the 2000 Civilian Labor Workforce census data and comparing it to the TxDOT Workforce Analysis in Appendix A, the department will focus on the Professional and Technician categories in FY11. There is an underutilization disparity in both females and minorities in these categories. TxDOT recruitment efforts will focus on increasing the workforce increase by 2% in both the female and minority groups. Efforts will be focused on the Professional and Technician categories to try to narrow this disparity.

Officials/Administrators

- White females;
- Black females and males;
- Hispanic females and males;
- Asian American/Pacific Islander females and males; and
- American Indian/Alaskan Native females and males.

Professionals

- White females;
- Black females;
- Hispanic females;
- Asian American/Pacific Islander females and males; and
- American Indian/Alaskan Native females and males.

Technicians

- White females;
- Black females;
- Hispanic females;
- Asian American/Pacific Islander females and males; and
- American Indian/Alaskan Native females.

Administrative Support

- Black males;
- Hispanic males;
- Asian American/Pacific Islander females and males; and
- American Indian/Alaskan Native females and males.

GOALS & OBJECTIVES (Cont'd)

Skilled Craft

- White females;
- Black females;
- Hispanic females and males;
- Asian American/Pacific Islander females and males; and
- American Indian/Alaskan Native males.

Service Maintenance

- White females;
- Black females and males;
- Hispanic females;
- Asian American/Pacific Islander females and males; and
- American Indian/Alaskan Native males.

FY11 GOALS/OBJECTIVES	RESPONSIBLE OFFICIAL(S)	TARGET DATE	FINAL STATUS
Distribute discrimination and harassment policies to DEs/DDs/ODs/RDs for dissemination to all employees; place on intranet.	OCR	Aug11	<i>Working</i>
Monitor, evaluate and report department AAP results.	OCR	Quarterly	<i>Reported on page 13, Section VII, items 1-2, 4-8</i>
Monitor and report department AIMS presentations.	OCR	Quarterly	<i>Working</i>
Conduct training on department EEO and AAP requirements to two districts.	OCR/Regions/DMV	Mar11	<i>Working</i>
Update district/region availability analyses to identify underutilized minority and women groups.	OCR	Dec10	<i>15 out of 25 districts completed</i>
Assist EEO/HR's with outreach and recruitment to achieve an overall 2% increase in female and minority groups with focus on Prof/Tech job categories	OCR/District/Region HROs & EEO Coordinators	Aug11	<i>Working</i>
Select two districts/regions with underutilization to increase outreach and recruitment efforts.	OCR/District/Region HROs & EEO Coordinators	Quarterly	<i>Working</i>
Conduct up to two district/regional visits to review and discuss underutilization and AAP goals.	OCR/DEs/RDs/HROs & EEO Coordinators	Aug11	<i>Working</i>
Monitor the distribution of job postings to area female and minority organizations for a more diverse applicant pool.	OCR/DEs/RDs/HROs & EEO Coordinators	Quarterly	<i>See page 13 Section VII, item 3.</i>
Monitor underutilization, outreach and recruitment efforts, and job postings of FY10 district visit.	OCR & Laredo District	Quarterly	<i>Working</i>
Monitor and report progress on minority and female to achieve a 2% increase	OCR/District/Region HROs & EEO Coordinators	Quarterly	<i>Working</i>
Monitor and report all EEO activities to OCR.	District/Region HROs & EEO Coordinators	Quarterly	<i>All district reported in their 1st qtrly for FY11.</i>
Monitor and report mandatory state supplemental EEO/Sexual Harassment Training to OCR.	HROs/EEO Coords & Hiring Supervisors	Quarterly	<i>None scheduled at this time.</i>

VII. FY11 AAP RECRUITMENT & HIRING PROGRAMS (1ST QUARTER)

The Employment Opportunities Section (EOS) expanded recruitment to colleges, universities and other state organizations that have high Black and other minority-focused enrollment.

1. College Cooperative Education Program - Planned and progressive learning process for students that integrate academic studies with supervised work experience.

No participates for the 1st quarter.

2. Conditional Grant Program - Provides educational and financial opportunities to students for hard-to-fill positions; provides higher education and potential recruitment opportunities for qualified candidates into the department's workforce.

Total of 23 participants: 11 Hispanic males; 2 White males; 2 Black males; 2 Black females; 1 Asian American/Pacific Islander female; 4 Hispanic females; 1 Native Am/Native Alaskan male. (93.3% minority: 30.43% female; 69.57% male)

Undergraduate Majors: Civil Engineering -20 participants (87%); Computer Information -2 participants (8%); Computer Science - 1 participant (5%).

3. District Outreach - Community outreach to institutions and organizations that encourage minority and women applicants (includes meetings, presentations and vacancy notices) Due to restrictive hiring, outreach was very limited:

- *Beaumont District* - Lamar University, Golden Triangle Minority Council, Society of Women Engineers, YMCA of Beaumont, TX Rehabilitation Commission, and Business Women Association.
- *Dallas District* - Richland Chamber of Commerce; Career Days at Lincoln, Samuels, and Skyline High schools and Southern A&M; Southern Methodist University Career Fair; TX A&M (Commerce, Kingsville); TX Tech University; UT Arlington; TxPrep and E.J. Conrad Programs.
- *Ft Worth District* - DeVry Education America; Ft Worth Hispanic Chamber of Commerce; Goodwill; Ft Worth ISD; Minority Opportunity News; NAACP; National Association of Women in Construction (NAWIC); Tarleton State University; Tarrant County College; TX A&M Career Placement; TX Christian University Career Placement; UT Arlington; Women's Center of Tarrant County.

- *El Paso District* - New Mexico State University Career Expo; UT El Paso Career Expo.
 - *Lubbock District* - Hispanic News (West Texas); Hispanic Women's Network; Lubbock Community Services for the Deaf; Lubbock Housing Authority; Lubbock ISD College & Career Night; LULAC Council (#281, #262, #4522); NAACP Interest on Lawyers; TX Tech University Minority Engineering.
 - *Laredo District* - Texas A&M Kingsville; United High School; Big Brothers/Sisters of South Texas (Laredo); Webb County Sheriff Dept; Texas Dept. of Public Safety; Del Rio Communications Office; Eagle Pass Middle Rio Grande Development Council; AT&T (Laredo); Eagle Pass Middle Rio Grande Development Council Work Force.
 - *Tyler District* - Goodwill Industries Opportunities in Tyler (OIT); ITT Technical Institute; Jacksonville College; NAACP; People Attempting to Help (PATH); Prairie View A&M University; TX DARS; TX ISD; TX State Technical College; TX Veterans Commission (Van Zandt County); Tyler Junior College; UT Tyler.
 - *San Antonio District* - **Schreiner University Campus.**
 - *San Angelo* - Ballinger High School Career Fair; Big Lake Chamber Commerce; Christian Men's Job Corps; Concho Valley Family Shelter; Howard College Job Fair; Labor Ready; LULAC Council #637; Menard Chamber of Commerce; NAACP; San Angelo Chamber of Commerce; Southwest TX Junior College; TX Dept of Assistive & Rehabilitative Services (DARS); TX State Technical College; TX Veteran's Commission
 - *Waco District* - Cen-Tex Hispanic Chamber of Commerce; McLennan County Restitution Center; New Mt Zion Baptist Church; TX DARS; LULAC of Waco; NAAC of McLennan County, University of Mary Hardin-Baylor.
4. College Internship Program - Provides students job experience by working in a TxDOT professional environment.

No participates for the 1st quarter.

5. Recruitment & Career Fairs:

- Huston-Tillotson University (Austin) 2010 Fall Career Expo
- Lamar University (Beaumont) 2010 Fall Jobs for Cards
- New Mexico State University (La Cruces) 2010 Fall Career Expo
- Prairie View A&M University 2010 Fall Career Expo
- Southern Methodist University (Dallas) 2010 Fall Career Fair

- TX A&M University (College Station) Student Engineers' Council (SEC) 2010 Fall Fair
- TX A&M University (Kingsville) 2010 Fall Career Fair
- TX State University (San Marcos) 2010 Fall Job Fair
- TX Tech (Lubbock,) 2010 Fall Engineering Job Fair
- UT Austin Natural Science 2010 Fall Career Fair
- UT Austin 2010 Fall Engineering Expo
- UT El Paso Fall 2010 Career Expo
- UT San Antonio 2010 Fall Job Fair

6. Summer Employment Program - Recruits students from high schools, technical schools, colleges and universities.

*Totals were **394** participants: 212 White males; 94 Hispanic males; 35 Black males; 29 White females; 10 Hispanic females; 9 Asian American/Pacific Islander males; 3 Black females; 2 Asian American/Pacific Islander females.*

7. Temporary Hiring Program (Directive 2-94) - Develops effective applicant training and cross training for underutilized EEO groups and positions.

Total of 12 employees: 4 White males; 1 Hispanic male; 3 White females; 1 Black male; 3 Hispanic females.

Total of 42% minority: 50% male; 50% female.

8. Texas Pre-Freshman Engineering (TexPREP) Program - Provides engineering program support to institutions.

*Recruited and hired **10** college students: 2 Hispanic males; 2 Black females; 2 Hispanic females; 2 Black males; 1 White female; 3 White males.*

Total of 60% minority: 70% male; 30% female.

VIII. STATISTICAL ANALYSIS & GOALS BY EEO JOB GROUPS

Officials/Administrators by Gender/Ethnicity

Officials/ Administrators	TOTAL			WF	WM	BF	BM	HF	HM	AA/PI F	AA/PI M	AI/AN F	AI/AN M
		Min	Fem										
TxDOT Beg. Workforce	361	64	62	48	249	3	4	11	42	-	4	-	-
TxDOT Workforce %	-	17.73	17.17	13.30	68.98	0.83	1.11	3.05	11.63	-	1.11	-	-
State CLF %	-	25.98	37.46	26.25	47.77	3.52	3.15	6.36	9.20	1.00	1.99	0.33	0.43
Representation Index	-	-8.25	-20.29	-12.95	21.21	-2.69	-2.04	-3.31	2.43	-1.00	-0.88	-0.33	-0.43
Parity %	-	-29.79	-73.23	-46.76	76.55	-9.71	-7.37	-11.96	8.79	-3.61	-3.18	-1.19	-1.55
Targeted Recruitment	-	29	73	46	-	9	7	11	-	3	3	1	1

1 st Qtr Stats	336	61	51	38	237	2	5	10	39	1	4	-	-
%		18.16	15.18	11.31	70.54	0.60	1.49	2.98	11.61	0.30	1.19	-	-

Comments

1. Females represented 15.18%, less than the FY11 37.46% goal.
2. Black female and male categories represented 0.60% and 1.49%, respectively; both remain underutilized.
3. Hispanic female and male categories represented 2.98% and 11.61%, respectively; only females remain underutilized.
4. Asian American/Pacific Islander female and male categories represented 0.30% and 1.19%, respectively; both remain underutilized.
5. American Indian/Alaskan Native female and male categories represented 0.0%; both are underutilized.

Professionals *by Gender/Ethnicity*

Professionals	TOTAL			WF	WM	BF	BM	HF	HM	AA/PI F	AA/PI M	AI/AN F	AI/AN M
		Min	Fem										
TxDOT Beg. Workforce	5,085	1,670	1,646	1,056	2,359	165	226	345	710	69	134	11	10
TxDOT Workforce %	-	32.84	32.37	20.77	46.39	3.24	4.44	6.78	13.96	1.36	2.64	0.22	0.20
State CLF %	-	29.91	50.25	34.43	37.28	5.41	2.99	7.72	7.55	2.26	3.20	0.43	0.35
Representation Index	-	2.93	-17.88	-13.66	9.11	-2.17	1.45	-0.94	6.41	-0.90	-0.56	-0.21	-0.15
Parity %	-	149.1	-909.2	-694.7	463.3	-110.1	73.96	-47.56	326.1	-45.9	-28.7	-10.87	-7.80
Targeted Recruitment	-	-	909	694	-	110	-	47	-	45	28	10	7
1st Qtr Stats	4,763	1,558	1,470	948	2,257	142	210	306	682	65	134	9	10
%	-	32.71	30.86	19.90	47.39	2.98	4.41	6.43	14.32	1.37	2.81	0.19	0.21

Comments

1. Females represented 30.86%, still below the 50.25% goal.
2. Black females and males represented 2.98% and 4.41%, respectively. The goal for Black males was met; Black females remain underutilized.
3. Hispanic females and males represented 6.43% and 14.32%, respectively; Hispanic females remain underutilized.
4. Asian American/Pacific Islander females and males represented 1.37% and 2.81%, respectively; both remain underutilized.
5. American Indian/Alaskan Native males and females represented 0.19% and 0.21%, respectively; both remain underutilized.

Technicians by Gender/Ethnicity

Technicians	TOTAL			WF	WM	BF	BM	HF	HM	AA/PI F	AA/PI M	AI/AN F	AI/AN M
		Min	Fem										
TxDOT Beg. Workforce	2,659	954	502	306	1,399	49	193	125	521	15	34	7	10
TxDOT Workforce %		35.88	18.88	11.51	52.61	1.84	7.26	4.70	19.59	0.56	1.28	0.26	0.38
State CLF %	-	37.89	53.84	32.02	30.07	8.70	3.88	10.59	9.76	2.00	1.96	0.53	0.47
Representation Index	-	-2.01	-34.96	-20.51	22.54	-6.86	3.38	-5.89	9.83	-1.44	-0.68	-0.27	-0.09
Parity %	-	-53.50	-929.61	-545.4	599.44	-182.3	89.83	-156.6	261.5	-38.1	-18.12	-7.09	-2.50
Targeted Recruitment	-	53	929	545	-	182	-	156	-	38	18	7	2
1st Qtr Stats	2,434	853	355	229	1,352	31	188	78	494	12	36	5	9
%	-	35.05	14.59	9.41	55.55	1.27	7.72	3.21	20.30	0.49	1.48	0.21	0.37

Comments

1. Females represented 14.59%, below the 53.84% goal.
2. Black females and males represented 1.27% and 7.72%, respectively. Black males exceeded Parity; Black females remain underutilized.
3. Hispanic females and males represented 3.21% and 20.30%, respectively. Hispanic males exceeded Parity; Hispanic females remain underutilized.
4. Asian American/Pacific Islander females and males represented 0.49% and 1.48%, respectively; both remain underutilized.
5. American Indian/Alaskan Native females and males represented 0.21% and 0.37%, respectively; both remain underutilized.

Protective Service

by Gender/Ethnicity

Protective Service	TOTAL			WF	WM	BF	BM	HF	HM	AA/PI F	AA/PI M	AI/AN F	AI/AN M
		Min	Fem										
TxDOT Beg. Workforce	7	2	0	0	5	0	2	0	0	0	0	0	0
TxDOT Workforce %		28.57	0.00	0.00	71.43	0.00	28.57	0.00	0.00	0.00	0.00	0.00	0.00
State CLF %	-	39.9	20.2	10.0	49.2	6.1	10.4	3.8	18.1	0.10	0.50	0.20	0.70
Representation Index	-	-11.3	-20.2	-10.0	22.23	-6.10	18.17	-3.80	-18.10	-0.10	-0.50	-0.20	-0.70
Parity %	-	-0.79	-1.41	-0.70	1.56	-0.43	1.27	-0.27	-1.27	-0.01	-0.04	-0.01	-0.05
Targeted Recruitment	-	-	1	-	-	-	-	-	1	-	-	-	-

1 st Qtr Stats	6	2	-	-	4	-	2	-	-	-	-	-	-
%	-	33.33	-	-	66.67	-	33.33	-	-	-	-	-	-

Comments

N/A

Administrative Support by Gender/Ethnicity

Administrative Support	TOTAL			WF	WM	BF	BM	HF	HM	AA/PI F	AA/PI M	AI/AN F	AI/AN M
		Min	Fem										
TxDOT Beg. Workforce	830	284	712	484	62	63	15	163	37	1	3	1	1
TxDOT Workforce %		34.22	85.78	58.31	7.47	7.59	1.81	19.64	4.46	0.12	0.36	0.12	0.12
State CLF %	-	39.82	67.09	40.20	20.0	8.33	3.56	16.59	8.12	1.41	1.00	0.56	0.25
Representation Index	-	-5.60	18.69	18.11	-12.53	-0.74	-1.75	3.05	-3.66	-1.29	-0.64	-0.44	-0.13
Parity %	-	-46.51	155.15	150.34	-104.0	-6.14	-14.55	25.30	-30.40	-10.70	-5.30	-3.65	-1.08
Targeted Recruitment	-	46	0	0	104	6	14	0	30	10	5	3	1

1 st Qtr Stats	759	248	647	449	62	59	15	137	32	1	2	1	1
%	-	32.68	85.24	59.16	8.17	7.77	1.98	18.05	4.22	0.13	0.26	0.13	0.13

Comments

1. Females represented 85.24%, exceeding the 67.09% goal.
2. Black females and males represented 7.77% and 1.98%, respectively; both remain underutilized.
3. Hispanic females and males represented 18.05% and 4.22%, respectively. Hispanic females exceeded parity; Hispanic males remain underutilized.
4. Asian American/Pacific Islander females and males represented 0.13% and 0.26%, respectively; both remain underutilized.
5. American Indian/Alaskan Native females and males represented 0.13% and 0.13%, respectively; both remain underutilized.

Skilled Craft

by Gender/Ethnicity

Skilled Craft	TOTAL			WF	WM	BF	BM	HF	HM	AA/PI F	AA/PI M	AI/AN F	AI/AN M
		Min	Fem										
TxDOT Beg. Workforce	3,301	1,179	40	28	2,094	4	246	7	894	0	13	1	14
TxDOT Workforce %		35.72	1.21	0.85	63.44	0.12	7.45	0.21	27.08	0.00	0.39	0.03	0.42
State CLF %	-	46.54	6.0	3.0	50.46	0.70	5.73	1.76	35.61	0.46	1.37	0.08	0.83
Representation Index	-	-10.82	-4.79	-2.15	12.98	-0.58	1.72	-1.55	-8.53	-0.46	-0.98	-0.05	-0.41
Parity %	-	-357.1	-158.1	-71.03	428.32	-19.11	56.85	-51.10	-281.5	-15.18	-32.22	-1.64	-13.40
Targeted Recruitment	-	357	158	71	0	19	0	51	281	15	32	1	13

1 st Qtr Stats	3,333	1,186	40	28	2,119	4	248	7	900	-	13	1	13
%	-	35.58	1.20	0.84	63.58	0.12	7.44	0.21	27.0	-	0.39	0.03	0.39

Comments

1. Females represented 1.20%, less than the 6.0% goal.
2. Black females and males represented 0.12% and 7.44%, respectively; Black females remain underutilized.
3. Hispanic females and males represented 0.21% and 27.10%, respectively; both remain underutilized.
4. Asian American/Pacific Islander males represented 0.39%; both females and males remain underutilized.
5. American Indian/Alaskan Native females and males represented 0.03% and 0.39%, respectively; both remain underutilized.

Service/Maintenance by Gender/Ethnicity

Service/Maintenance	TOTAL			WF	WM	BF	BM	HF	HM	AA/PI F	AA/PI M	AI/AN F	AI/AN M
		Min	Fem										
TxDOT Beg. Workforce	213	113	19	14	86	3	20	2	85	0	3	0	0
TxDOT Workforce %		53.05	8.92	6.57	40.38	1.41	9.39	0.94	39.91	0.00	1.41	0.00	0.00
State CLF %	-	55.75	11.16	3.87	39.87	1.80	12.99	5.08	33.47	0.28	1.36	0.10	0.67
Representation Index	-	-2.70	-2.24	2.70	0.51	-0.39	-3.60	-4.14	6.44	-0.28	0.05	-0.10	-0.67
Parity %	-	-5.75	-4.77	5.76	1.08	-0.83	-7.67	-8.82	13.71	-0.60	0.10	-0.21	-1.43
Targeted Recruitment	-	5	4	-	-	-	7	8	-	-	-	-	1

1 st Qtr Stats	223	122	17	13	88	2	20	2	95	-	3	-	-
%	-	54.71	7.62	5.83	39.46	0.90	8.97	0.90	42.60	-	1.35	-	-

Comments

1. Females represented 7.62%, less than the 11.16% goal.
2. Black females and males represented 0.90% and 8.97%, respectively; both remain underutilized.
3. Hispanic females and males represented 0.90% and 42.60%, respectively; females remain underutilized.
4. Asian American/Pacific Islander males represented 1.35%; males remain underutilized.
5. American Indian/Alaskan Native females and males represented 0.0%; males remain underutilized.

1st Quarter Applicant Flow by Gender/Ethnicity

APPLICANTS	TOTAL	WM	WF	BM	BF	HM	HF	AA/PI M	AA/PI F	AI/AN M	AI/AN F	Other
1 st Quarter	10,636	3,961	1,262	689	423	1,407	484	353	92	42	35	1,888
% of Applicants	-	37.24	11.87	6.48	3.98	13.23	4.55	3.32	0.86	0.39	0.33	17.75
Applicant FY Total	10,636	3,961	1,262	689	423	1,407	484	353	92	42	35	1,888

1 st QTR # Hired	192	120	17	10	1	38	4	2	-	-	-	-
% of Hire	-	62.5	8.85	5.21	0.52	19.79	2.08	1.04	-	-	-	-

Comments

N/A

1st Quarter New Hire
by Gender/Ethnicity

NEW HIRE	TOTAL	WM	WF	BM	BF	HM	HF	AA/PI M	AA/PI F	AI/AN M	AI/AN F
1 st Qtr	192	120	17	10	1	38	4	2	-	-	-
FY11 Total	192	120	17	10	1	38	4	2	-	-	-

Comments

The department HRD recruitment teams continue to be visible throughout the state by participating in various job and career fairs at colleges, universities and high schools. The department also advertises job opportunities through various publications, professional associations and specific minority organizations to broaden its pool of applicants.

1st Quarter Separation by Gender/Ethnicity

SEPARATION	TOTAL	WM	WF	BM	BF	HM	HF	AA/PI M	AA/PI F	AI/AN M	AI/AN F
1 st Qtr	155	83	29	11	2	22	5	-	1	2	-
%	100%	53.55	18.71	7.10	1.29	14.19	3.23	-	0.65	1.29	-
FY Total	155	83	29	11	2	22	5	-	1	2	-
Total Ethnicity %	-	72.26	-	8.39	-	17.42	-	0.65	-	1.20	-

Comments

Total of 155 separations; *involuntary* separations totaled 20 (12.9%).

Top Three Reasons for Separations:

1. Retirement 36.36%
2. Personal 30.91%
3. Inadequate Salary 9.09%

Total Separations 76.36%

NOTE: New Hire for the 1st Quarter outpaced separations: 192 New Hires vs. 155 Separations. .

IX. EEO WORKFORCE PROGRESSION SUMMARY

TEXAS DEPARTMENT OF MOTOR VEHICLES

EEO Workforce Progression Summary

Employee Types: '1','2','5','6','7','8','9'
 Job Category: '1','2','3','4','6','7','8'

Page No. 1
 Run Date: 01/04/2011
 HR Online Rpt ID: X_RR5030
 From 09/01/10 Thru 11/30/10

Summary of All Job Groups

Statewide

Workforce Category	Total	Male						Female						Gender	
		White	Black	Hispanic	*AA/PI	*AI/AN	*NI	White	Black	Hispanic	*AA/PI	*AI/AN	*NI	*NI	
All Applicants	10636	3961	689	1407	353	42	161	1262	423	484	92	35	83	1644	
% of Total Applicants		37.24	6.48	13.23	3.32	0.39	1.51	11.87	3.98	4.55	0.86	0.33	0.78	15.46	
Applicants - External	8541	3051	596	1062	313	30	119	983	347	342	59	21	71	1547	
% of Total Applicants - External		35.72	6.98	12.43	3.66	0.35	1.39	11.51	4.06	4.00	0.69	0.25	0.83	18.11	
Applicants - Internal	2095	910	93	345	40	12	42	279	76	142	33	14	12	97	
% of Total Applicants - Internal		43.44	4.44	16.47	1.91	0.57	2.00	13.32	3.63	6.78	1.58	0.67	0.57	4.63	
Hires	192	120	10	38	2	-	-	17	1	4	-	-	-	-	
% of Total Hires		62.50	5.21	19.79	1.04	-	-	8.85	0.52	2.08	-	-	-	-	
All Promotions	207	106	10	35	3	1	-	32	6	13	1	-	-	-	
% of Total All Promotions		51.21	4.83	16.91	1.45	0.48	-	15.46	2.90	6.28	0.48	-	-	-	
Competitive Promotions	106	59	5	21	-	1	-	10	2	7	1	-	-	-	
% of Total Comp. Promotions		55.66	4.72	19.81	-	0.94	-	9.43	1.89	6.60	0.94	-	-	-	
Non-Competitive Promotions	101	47	5	14	3	-	-	22	4	6	-	-	-	-	
% of Total Non-Comp Promotions		46.53	4.95	13.86	2.97	-	-	21.78	3.96	5.94	-	-	-	-	
Merit Increases	380	207	15	65	2	-	-	64	5	17	4	1	-	-	
% of Total Merit Increases		54.47	3.95	17.11	0.53	-	-	16.84	1.32	4.47	1.05	0.26	-	-	
Transfers	319	131	9	79	4	1	-	60	6	27	2	-	-	-	
% of Total Transfers		41.07	2.82	24.76	1.25	0.31	-	18.81	1.88	8.46	0.63	-	-	-	
Separations	155	83	11	22	-	2	-	29	2	5	-	1	-	-	
% of Total Separations		53.55	7.10	14.19	-	1.29	-	18.71	1.29	3.23	-	0.65	-	-	

APPENDIX

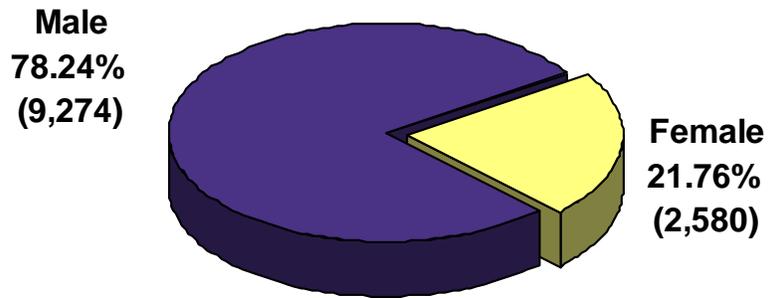
TxDOT WORKFORCE GRAPHS

FY11, 1st Quarter

September 01, 2010 - November 30, 2010

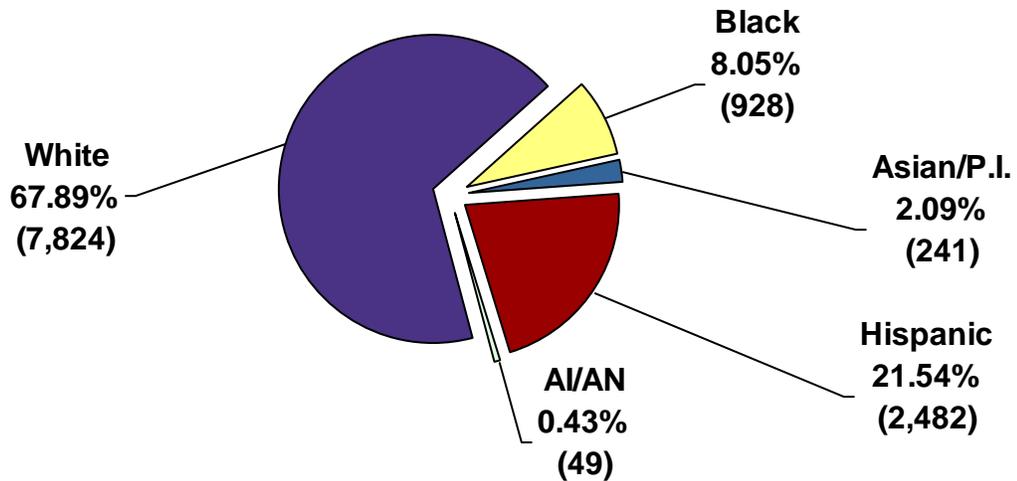
TxDOT Workforce All EEO Categories - 1st Quarter FY11

Gender



Total: 11,854

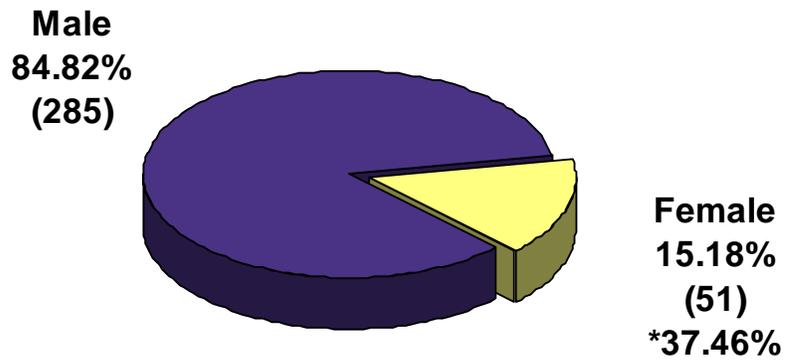
Ethnicity



Total: 11,854

TxDOT Workforce Officials/Administrators - 1st Quarter FY11

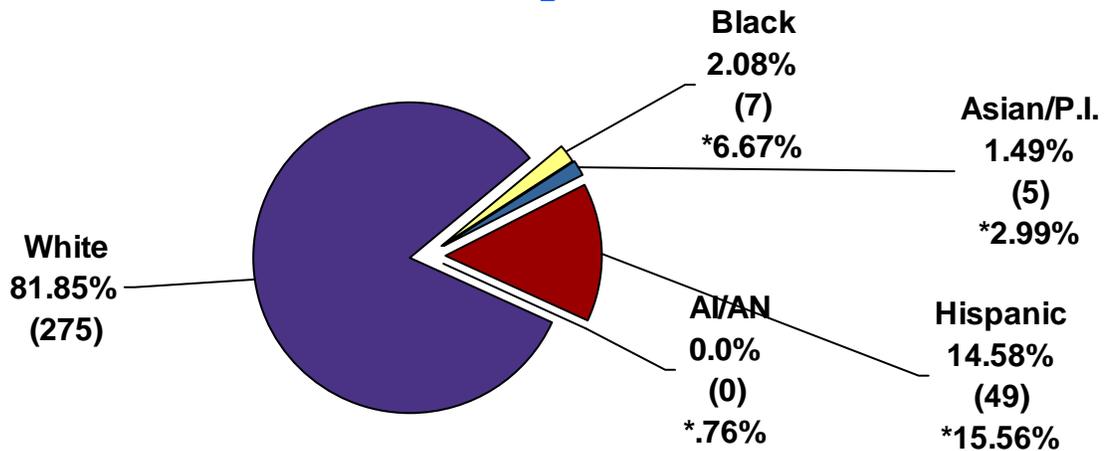
Gender



Total: 336

*Civilian Labor Force Comparison

Ethnicity

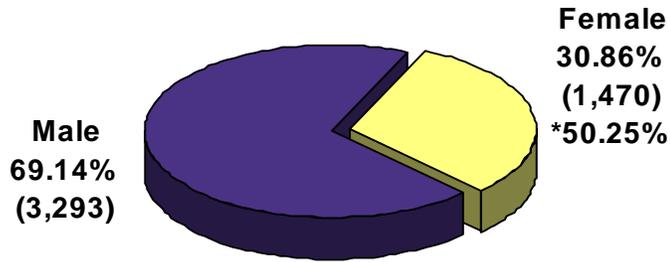


Total: 336

*Civilian Labor Force Comparison

TxDOT Workforce Professionals - 1st Quarter FY11

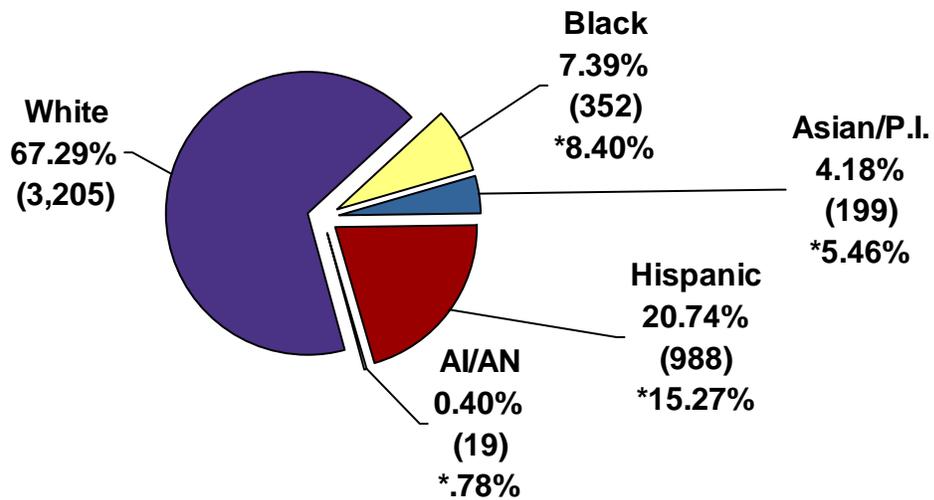
Gender



Total: 4,763

*Civilian Labor Force Comparison

Ethnicity

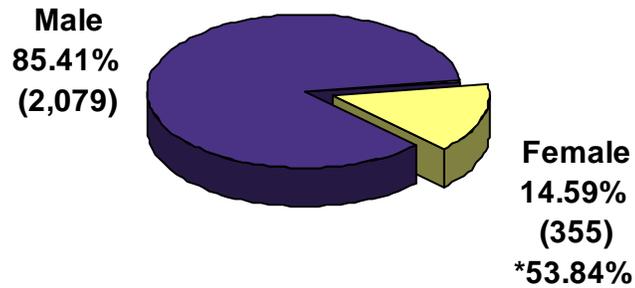


Total: 4,763

*Civilian Labor Force

TxDOT Workforce Technicians - 1st Quarter FY11

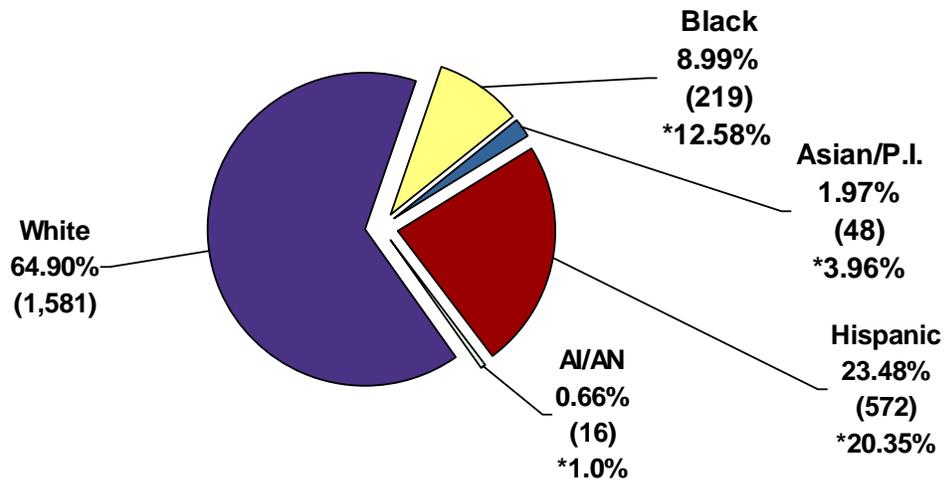
Gender



Total: 2,434

*Civilian Labor Force

Ethnicity

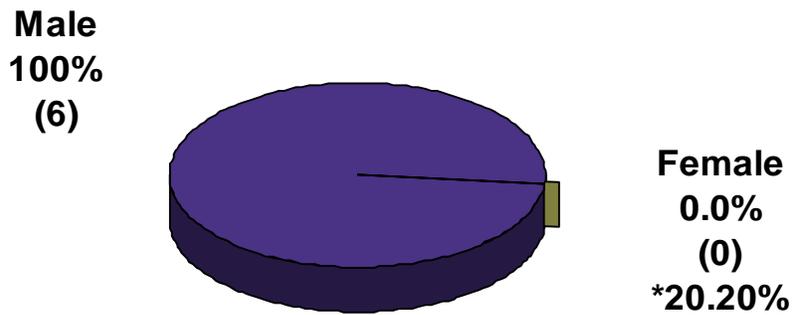


Total: 2,424

*Civilian Labor Force Comparison

TxDOT Workforce Protective Service - 1st Quarter FY11

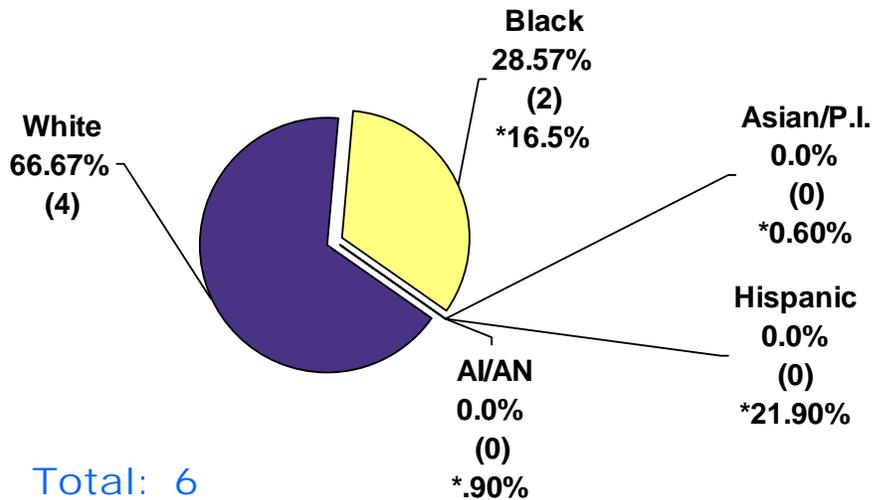
Gender



Total: 6

*Civilian Labor Force

Ethnicity



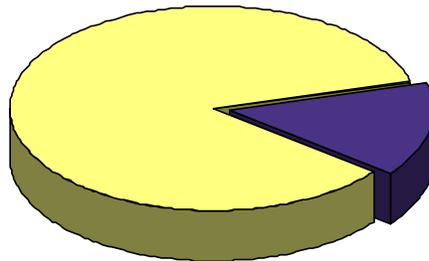
Total: 6

*Civilian Labor Force Comparison

TxDOT Workforce Administrative Support - 1st Quarter

Gender

Female
85.24%
(647)
*67.09%

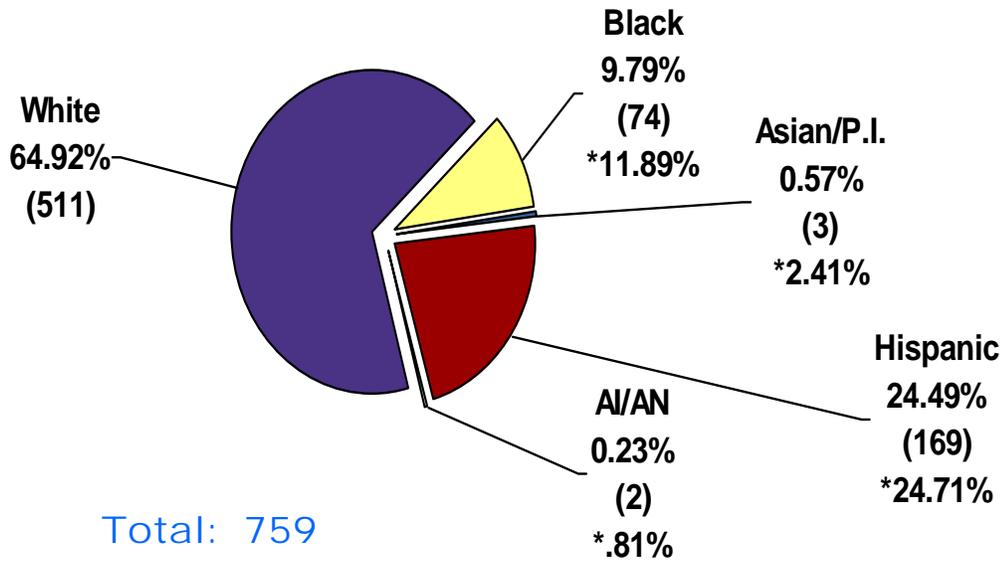


Male
14.76%
(112)

Total: 759

*Civilian Labor Force Comparison

Ethnicity



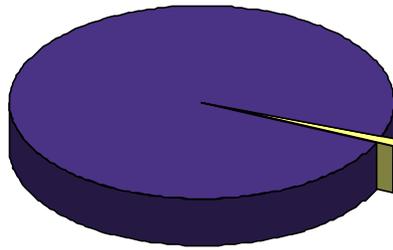
Total: 759

*Civilian Labor Force

TxDOT Workforce Skilled Craft - 1st Quarter FY11

Gender

Male
98.80%
(3,293)

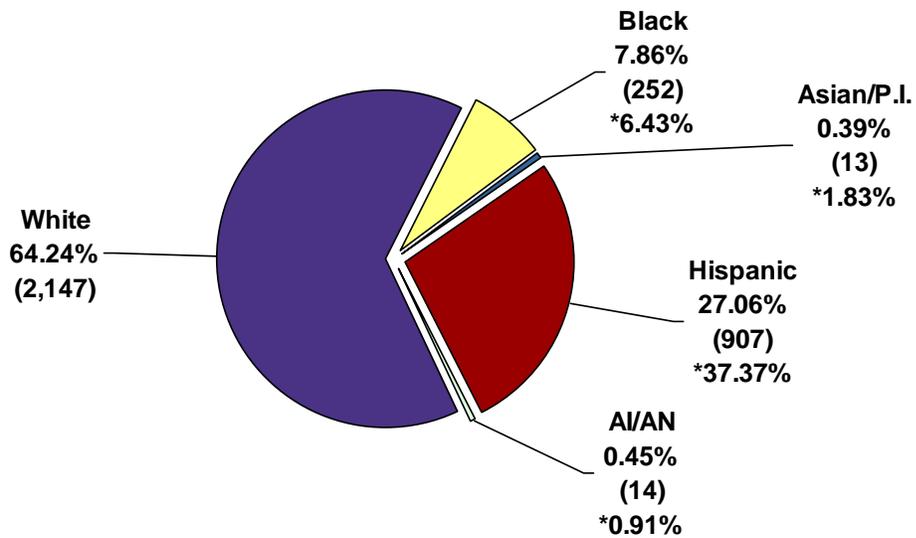


Female
1.20%
(40)
*6.0%

Total: 3,333

*Civilian Labor Force Comparison

Ethnicity

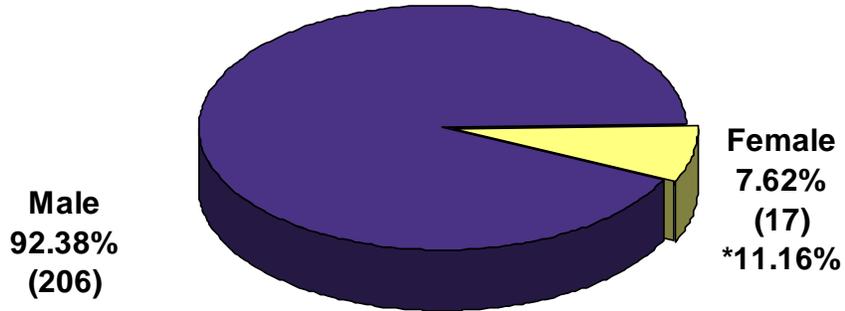


Total: 3,333

*Civilian Labor Force Comparison

TxDOT Workforce Service Maintenance - 1st Quarter FY11

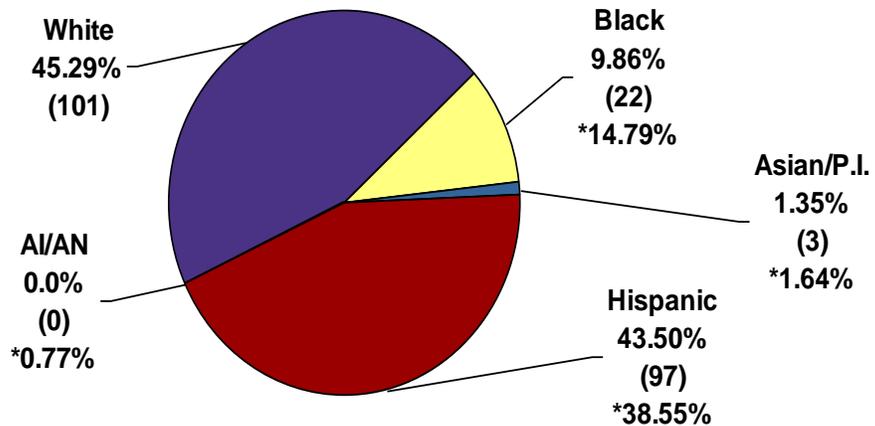
Gender



Total: 223

*Civilian Labor Force Comparison

Ethnicity

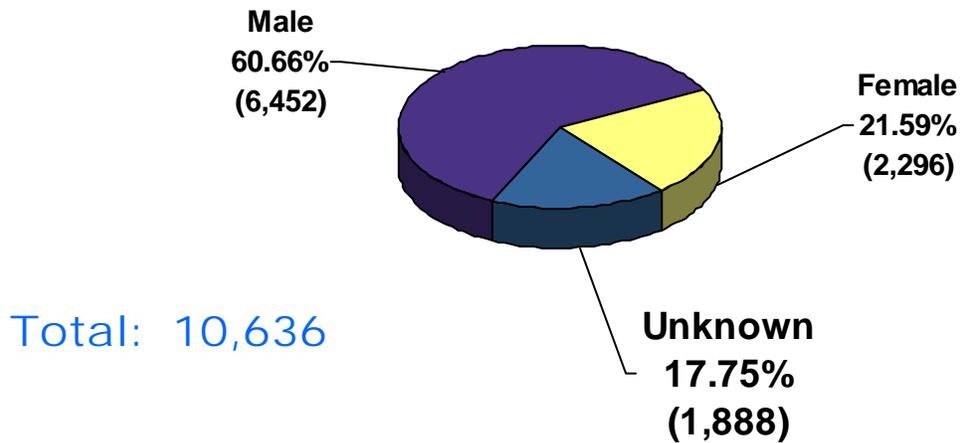


Total: 223

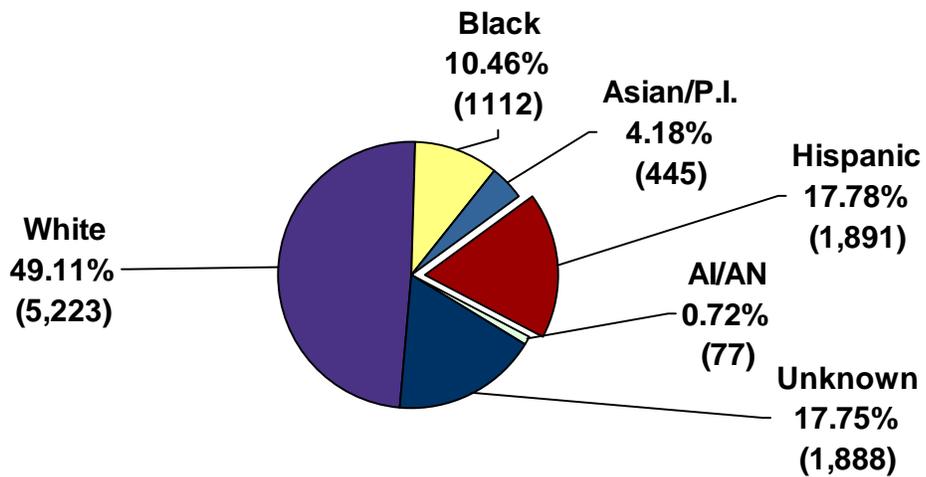
*Civilian Labor Force Comparison

TxDOT Workforce Applicant Flow - 1st Quarter FY11

Gender



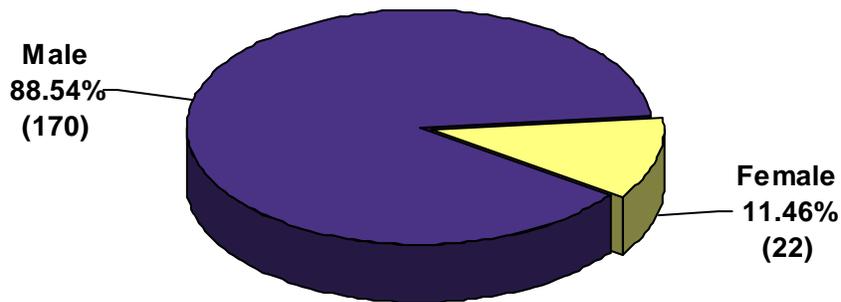
Ethnicity



Total: 10,636

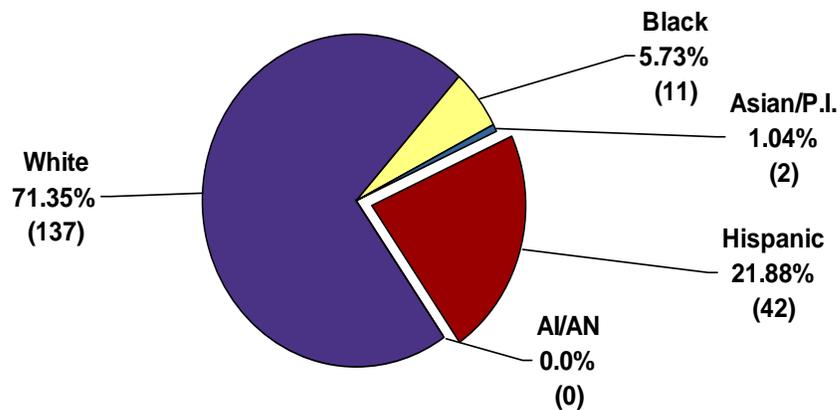
TxDOT Workforce New Hire - 1st Quarter FY11

Gender



Total: 192

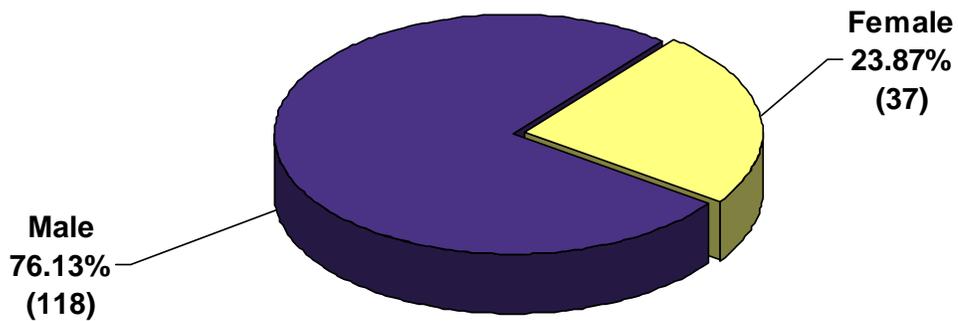
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Total: 192

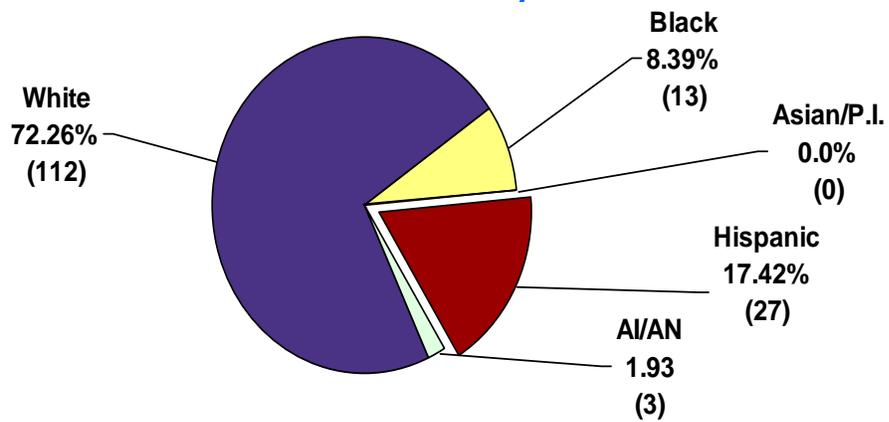
TxDOT Workforce Separation - 1st Quarter FY11

Gender



Total: 155

Ethnicity



Total: 155