

# **EXECUTIVE ORDER 11246 AFFIRMATIVE ACTION PLAN (AAP)**

**for**

**Texas A&M Engineering Extension Service**

**1/1/2022 - 12/31/2022**

## **PART I: AAP FOR MINORITIES AND WOMEN**

## **PART II: AAP FOR PROTECTED VETERANS AND INDIVIDUALS WITH DISABILITIES**

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## TEXAS A&M ENGINEERING EXTENSION SERVICE AAP

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## **INTRODUCTION TO PARTS I AND II**

### **BACKGROUND**

Texas A&M Engineering Extension Service is a member of The Texas A&M University System, one of the largest systems of public higher education in the nation. Texas A&M Engineering Extension Service was established in 1948.

Texas A&M Engineering Extension Service is a federal government supply and service contractor subject to the affirmative action requirements of Executive Order 11246 as amended, the Rehabilitation Act of 1973 as amended, and the Vietnam Veterans' Readjustment Assistance Act of 1974 as amended. Because Texas A&M Engineering Extension Service has \$50,000 or more in annual contracts with the federal government and has 50 or more employees, we are required to prepare annual written Affirmative Action Plans (AAPs) for minorities and women, for protected veterans, and for individuals with disabilities for our organization. Failure to comply with these laws and their implementing regulations, which are enforced by the Office of Federal Contract Compliance Programs (OFCCP), can result in debarment of the (university or agency) from future contracts and subcontracts.

Affirmative action is a term that encompasses any measure adopted by an employer to correct or to compensate for past or present discrimination or to prevent discrimination from occurring in the future. Affirmative action goes beyond the simple termination of a discriminatory practice.

As stipulated in federal regulations, a prerequisite to the development of a satisfactory affirmative action plan is the evaluation of opportunities for protected group members, as well as an identification and analysis of problem areas inherent in their employment. Also, where an analysis reveals a statistically significant disparity between incumbency and availability, an AAP details specific affirmative action steps to guarantee equal employment opportunity. These steps are keyed to the problems and needs of protected group members. For minorities and women, such steps include the development of hiring and promotion goals to rectify the disparity between incumbency and availability. For protected veterans and individuals with disabilities, such steps will include a thorough review of the (university's or agency's) outreach efforts to determine the effectiveness of such efforts in closing the hiring and/or utilization gaps. It is toward this end that the following AAP of Texas A&M Engineering Extension Service was developed.

### **APPLICABLE AFFIRMATIVE ACTION LAWS AND REGULATIONS**

Texas A&M Engineering Extension Service's AAP for minorities and women (Part I) has been prepared according to Executive Order 11246, as amended, and Title 41, Code of Federal Regulations, Part 60-1 (Equal Employment Opportunity Duties of Government Contractors), Part 60-2 (Affirmative Action Programs of Government Non-Construction Contractors (also known as "Revised Order No. 4"), and Part 60-20 (Sex Discrimination Guidelines for Government Contractors).

Texas A&M Engineering Extension Service has developed separately an affirmative action plan for protected veterans and individuals with disabilities (Part II), prepared in accordance with the

Rehabilitation Act of 1973, Section 503, as amended; and Title 41, Code of Federal Regulations, Part 60-741 (Affirmative Action Program for Individuals with Disabilities); the Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended; and Title 41, Code of Federal Regulations, Part 60-300 (Affirmative Action Program for Protected Veterans).

Under [Section 503](#), a business with a federal contract of more than \$15,000 is required to treat qualified individuals with disabilities without discrimination on the basis of their physical or mental disability in all employment practices, and to take affirmative action to employ and advance in employment individuals with disabilities. If the company has at least 50 employees and a single contract of \$50,000 or more, then it must also develop a Section 503 AAP, as described in [41 CFR 60-741, Subpart C](#). Section 503 applies to businesses with federal construction contracts, but not to businesses with federally assisted construction contracts.

Under [VEVRAA](#), a business with a federal contract of \$150,000 or more is required to treat qualified individuals without discrimination based on their status as a protected veteran in all employment practices, and to take affirmative action to employ and advance in employment protected veterans. If the company has at least 50 employees and a single contract of \$150,000 or more, then it must also develop a VEVRAA AAP, as described in [41 CFR 60-300, Subpart C](#). VEVRAA applies to businesses with federal construction contracts, but not to businesses with federally assisted construction contracts.

## **COVERED GROUPS UNDER AFFIRMATIVE ACTION LAWS AND REGULATIONS**

Coverage under affirmative action laws and regulations applies to:

Women and minorities who are recognized as belonging to or identifying with the following race or ethnic groups: Blacks/African Americans, Hispanics/Latinos, Asians/Pacific Islanders, and American Indians/Alaskan Natives.

Any veteran who is entitled to compensation (or who but for the receipt of military retired pay would be entitled to compensation) under laws administered by the Secretary of Veterans Affairs, or who was discharged or released from active duty because of a service-connected disability.

Recently separated veterans: any veteran currently within three-years of discharge or release from active duty.

Veterans who served on active duty in the U.S. military during a war or campaign or expedition for which a campaign badge is awarded.

Veterans who, while serving on active duty in the Armed Forces, participated in a United States military operation for which an Armed Forces service medal was awarded pursuant to Executive Order 12985.

An individual with a disability: 1) a person who has a physical or mental impairment that substantially limits one or more of his/her major life activities; (2) has a record of such

impairment, or (3) is regarded as having such an impairment

### **PROGRAM TERMINOLOGY**

The terms "comparison of incumbency to availability," "deficiency," and "problem area" appearing in this AAP are terms Texas A&M Engineering Extension Service is required by government regulations to use. The criteria used in relation to these terms are those specified by the government. These terms have no independent legal or factual significance whatsoever. Although Texas A&M Engineering Extension Service will use the terms in total good faith in connection with its AAP, such use does not necessarily signify that it agrees that these terms are properly applied to any particular factual situation and is not an admission of non-compliance with EEO laws, regulations, and objectives.

The comparison of incumbency to availability contained herein is required by government regulations to be based on certain statistical comparisons. Geographic areas and sources of statistics used herein for these comparisons were used in compliance with government regulations, as interpreted by government representatives. The use of certain geographic areas and sources of statistics does not indicate Texas A&M Engineering Extension Service's agreement that the geographic areas are appropriate in all instances of use or that the sources of statistics are the most relevant. The use of such geographic areas and statistics may have no significance outside the context of this AAP. Such statistics and geographic areas will be used, however, in total good faith with respect to this AAP.

The grouping of job titles into a given job group does not suggest that Texas A&M Engineering Extension Service believes the jobs so grouped are of comparable worth.

Whenever the term "goal" is used, it is expressly intended that it does "not provide the contractor with a justification to extend a preference to any individual, select an individual, or adversely affect an individual's employment status, on the basis of that person's race, color, religion, sex, sexual orientation, gender identity, or national origin" as stated in Title 41 Code of Federal Regulations, Part 60-2.16(e)(2).

This AAP is not intended to create any contractual or other rights in any person or entity.

### **RELIANCE ON EEOC'S GUIDELINES**

Although Texas A&M Engineering Extension Service does not believe any violation of Title VII of the Civil Rights Act exists, it has developed this AAP in accordance with and in reliance upon the EEOC's Guidelines on Affirmative Action, Title 29 Code of Federal Regulations, Part 1608.

### **REPORTING PERIOD**

This AAP is designed to cover the following reporting period,

- AAP implementation period: 1/1/2022 - 12/31/2022
- Transaction period: 1/1/2021 - 12/31/2021

## STATEMENT OF PURPOSE FOR PARTS I AND II

This AAP has been designed to bring women and men, members of minority groups, protected veterans, and individuals with disabilities into all levels and segments of Texas A&M Engineering Extension Service's workforce in proportion to their representation in the qualified relevant labor market.

The AAP, therefore, is a detailed, results-oriented set of procedures which, when carried out, results in full compliance with equal employment opportunity requirements.

The manner in which this is to be accomplished becomes technical and somewhat complicated. There are several reasons for this. First, Texas A&M Engineering Extension Service is subject to and must address a variety of state and federal laws and guidelines dealing with equal employment opportunity and affirmative action. These guidelines and requirements are in themselves somewhat technical and complex. In addition, relevant court decisions, which are often useful in interpreting, but sometimes conflict with, these requirements and guidelines, must be taken into account when developing and implementing the AAP. Furthermore, in determining Texas A&M Engineering Extension Service's current equal employment opportunity and affirmative action position and its desired future achievements, numbers, percentages, statistics, and numerous calculations and computations must come into play.

The technical, legal, and mathematical aspects of the AAP, however, all have one common purpose—to allow us to properly identify three key concepts:

1. Where we stand now,
2. Where we must go,
3. How best to get there.

These three concepts are the Affirmative Action Plan.

**TEXAS A&M ENGINEERING EXTENSION SERVICE**

**PART I: AFFIRMATIVE ACTION PLAN FOR MINORITIES AND WOMEN**

**FOR**

**1/1/2022 - 12/31/2022**

## **PART I**

### **AAP FOR MINORITIES AND WOMEN**

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## **PART I: AAP FOR MINORITIES AND WOMEN**

### **CHAPTER 1: ORGANIZATIONAL PROFILE**

#### **41 C.F.R. § 60-2.11**

##### **Workforce Analysis/Lines of Progression**

Texas A&M Engineering Extension Service conducted a workforce analysis to identify employees by sex and race/ethnicity in each job title. The data was collected from payroll records dated 12/31/2021.

Job titles are listed by organizational unit and are listed from lowest to highest paid. The list includes all job titles, including departmental supervision, exempt, and nonexempt titles.

For each job title, Texas A&M Engineering Extension Service identified the total number of employees, the number of male and female employees, the total number of minority employees, the male and female minority employees, the total number of employees who are White, Black, Hispanic, Asian, American Indian or Alaskan Native, Native Hawaiian or Pacific Islander, and Two or More races, and the male and female employees within each of these race/ethnic groups.

##### **Lines of Progression**

Developed in conjunction with the workforce analysis is information on Texas A&M Engineering Extension Service's lines of progression. Lines of progression (career ladders/career paths) identify the job titles through which an employee can move to the top of a line. For each line of progression, applicable departments are identified. These are the departments which employ persons in the job titles in the specified line of progression. Some lines of progression are limited to only one department, while others are found throughout several departments.

The lines of progression provide useful information regarding patterns of vertical and horizontal movement throughout our workforce. These patterns will be evaluated to ascertain whether they provide to our employees the optimum career mobility and opportunities for advancement.

See the *Workforce Analysis/Lines of Progression* for the results per organizational unit.

## **CHAPTER 2: JOB GROUP ANALYSIS**

### **41 C.F.R. § 60-2.12**

Although the workforce analysis was conducted individually for every job title, after it was completed, job titles were grouped for the comparison of incumbency to availability and for setting goals. There were several reasons for grouping jobs.

Many job titles are so similar in content that handling them individually in the AAP is not necessary. Grouping together these very similar titles is appropriate for the comparison of incumbency to availability. For many job titles, the availability data that can be collected is limited, and the same data must be used for several related jobs. Therefore, grouping these related titles together is logical. Also, many job titles have so few incumbents in them that identifying disparities between incumbency and availability by job title is meaningless—as problem areas would be identified in terms of fractions of people. By grouping several similar titles and increasing the number of employees involved, a meaningful comparison can be conducted; any identified problem areas are more likely to be in terms of whole people.

The three reasons for grouping job titles (job content, wages, opportunity) all discuss "similar" or "related" jobs. That is the most critical guideline in creating job groups. Above all, the job titles placed into a job group must be more similar or related to each other than the job titles in other job groups.

Job groups must have enough incumbents to permit meaningful comparisons of incumbency to availability and goal setting. No minimum size has been established for this purpose, however, since it is dependent not only on the size of the job group, but also on the size of the availability percentage and the number of minorities or women already employed in the job group.

Texas A&M Engineering Extension Service did not combine job titles with different content, wages, or opportunities if doing so would have obscured problem areas (e.g., job groups which combine jobs in which minorities or women are concentrated with jobs in which they are underrepresented).

### **CHAPTER 3: PLACEMENT OF INCUMBENTS IN JOB GROUPS**

#### **41 C.F.R. § 60-2.13**

Each job group appears on a Job Group Report with a job group name and number. The report lists each job title in the job group. For each job title, the worksheet provides the following information: EEO reporting category, job title, employee headcounts for each job title, and overall percentages by sex and race/ethnicity as of 12/31/2021.

See the ***Job Group Analysis*** for the listing of the job titles and the associated race and sex headcounts per job group.

## CHAPTER 4: DETERMINING AVAILABILITY

### 41 C.F.R. § 60-2.14

"Availability" is an estimate of the proportion of each sex and race/ethnic group available and qualified for employment at Texas A&M Engineering Extension Service for a given job group in the relevant labor market during the life of the AAP. Availability indicates the approximate level at which each race/ethnic and sex group could reasonably be expected to be represented in a job group if Texas A&M Engineering Extension Service's employment decisions are being made without regard to sex, race, or ethnic origin. Availability estimates, therefore, are a way of translating equal employment opportunity into concrete numerical terms. Correct comparisons of incumbency to availability, worthwhile and attainable goals, and real increases in employment for problem area groups depend on competent and accurate availability analyses. With valid availability data, we can compare the percentages of those who could reasonably be expected to be employed versus our current employment (from the workforce analysis), identify problem areas, and establish percentage goals to correct the problems.

#### Steps in Comparison of Incumbency to Availability

##### Identify Availability Factors

The following availability factors are required of federal government contractors for consideration when developing availability estimates for each job group:

1. External Factor: The external requisite skills data comes from the 2018 Census of Population.
  - A. Local labor area: An employee Zip Code Analysis was used to identify the most precise local labor area for Texas A&M Engineering Extension Service. The final local labor area met the following two (2) conditions: 1) it includes all counties/county sets where 5% or more of the employees/applicants resided, and 2) when summed, those counties/county sets accounted for at least 78% of the total applicants/employees within the at-issue workforce. Smaller contributing counties/county sets are removed (i.e., trimmed) unless they are necessary to reach 78%. Once trimmed, the weights for the remaining counties/county sets were proportionately increased to reach 100%.
  - B. Reasonable labor area: National

See the ***Zip Code Analysis*** report for the counties included in the local labor area.

Note: Zip code analysis results only apply to job groups where populated census data is available.

2. Internal Factor: The percentage of minorities or women among those promotable, transferable, and trainable within the contractor's organization. See the ***Internal Availability Analysis*** for more detail.

Assign Internal and External Factor Weights: Weights were assigned to each factor for each job group. A combination of historical data and experience were used to determine the weights. Weights were never assigned in an effort to hide or reduce problem areas.

Identify Final Availability: Weights were multiplied by the component-specific data to produce weighted data for each component. Weighted data for each component was summed. This produced a final availability estimate for each sex and race/ethnic group, as well as for minorities in the aggregate.<sup>1</sup>

See the *Availability Analysis* for the availability breakdown for each job group.

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<sup>1</sup>In most cases, the final availability report (and most other technical reports in this AAP) only includes data/information for females and minorities in the aggregate.

**CHAPTER 5: COMPARING INCUMBENCY TO AVAILABILITY**  
**41 C.F.R. § 60-2.15**

Once final availability estimates were made for each job group, Texas A&M Engineering Extension Service compared the percentage of incumbents in each job group to their corresponding availability. A comparison was made between the percentage employed as of 12/31/2021 and that group's final availability.

See the *Comparison of Incumbency to Availability* for the results per job group.

## **CHAPTER 6: PLACEMENT GOALS**

### **41 C.F.R. § 60-2.16**

Texas A&M Engineering Extension Service has established an annual percentage placement goal whenever it found that minority or female representation within a job group was less than would reasonably be expected given their availability. In each case, the goal was set at the availability figure derived for women and/or minorities, as appropriate for that job group. These goals take into account the availability of qualified persons in the relevant labor area. They also take into account anticipated employment opportunities with our organization. Goals are not rigid and inflexible quotas which must be met, but are instead targets reasonably attainable by means of applying good faith efforts to make all aspects of the entire AAP work. These goals will be reached primarily through recruiting and advertising to increase the pool of qualified minority and female applicants and through implementation of our action-oriented programs (see Chapter 9). Selections will occur only from among qualified applicants. Goals do not require the hiring of a person when there are no vacancies or the hiring of a person who is less likely to do well on the job ("less qualified") over a person more likely to do well on the job ("better qualified"), under valid selection procedures. Goals do not require that Texas A&M Engineering Extension Service hire a specified number of minorities or women.

A goal is a guidepost against which Texas A&M Engineering Extension Service, a community group, or a compliance agency can measure progress in remedying identified underutilization in Texas A&M Engineering Extension Service's workforce. By setting realistic goals, Texas A&M Engineering Extension Service should be able to meet the goals, assuming we conduct effective recruitment and advertising efforts to ensure an adequate pool of qualified minority and/or female applicants.

See the *Placement Goals* report for each job group and the *Goals Progress Report* for progress made since the previous AAP.

## **CHAPTER 7: DESIGNATION OF RESPONSIBILITY**

### **41 C.F.R. § 60-2.17(A)**

As part of its efforts to ensure equal employment opportunity to all individuals, Texas A&M Engineering Extension Service has designated specific responsibilities to various staff to ensure the AAP focuses on all components of the employment system. To that end, the Agency Director, the Assistant Agency Director - CHRO, the Sr. Class and Compensation Analyst, and those employed as supervisors and managers have undertaken the responsibilities described below.

#### Agency Director

The primary responsibility and accountability for implementing the AAP rests with the Director. This person is responsible, through the Director of Human Resources and the HR Specialist II, for adherence to Texas A&M Engineering Extension Service's policy of equal employment opportunity and affirmative action. This role includes, but is not limited to, the following duties:

1. Designate appropriate personnel with the responsibility for overseeing, administering, implementing, and monitoring Texas A&M Engineering Extension Service's AAP. Ensure that these personnel are identified in writing by name and job title.
2. Ensure that those designated personnel responsible for all AAP components are given the necessary authority and top management support and staffing to successfully implement their assigned responsibilities.
3. Impart the personal direction that ensures total involvement and commitment to equal employment opportunity programs through Texas A&M Engineering Extension Service's AAP.

#### Assistant Agency Director - CHRO

The Assistant Agency Director - CHRO is responsible for overall supervision of the AAP. The Assistant Agency Director - CHRO ensures, through the Sr. Class and Compensation Analyst and department managers and supervisors, that all relevant policies and procedures are adhered to. Successful implementation of this program is a basis for evaluating the Assistant Agency Director - CHRO's effective work performance. The Assistant Agency Director - CHRO's responsibilities include, but are not limited to, the following:

1. Ensure that Texas A&M Engineering Extension Service adheres to the stated policy of equal employment opportunity and monitor the application of equal employment opportunity policies.
2. Ensure that the AAP is reviewed and updated annually in accordance with Texas A&M Engineering Extension Service's stated policy.
3. Participate in periodic discussions with management, supervisors, and all other appropriate personnel to ensure AAP and equal employment opportunity policies are being followed.



4. Review the qualifications of all employees to ensure that equitable opportunity, based on job-related employment practices, is given to all for transfers and promotions.
5. Conduct periodic audits of: 1) training programs and hiring and promotion patterns to remove impediments to the attainment of AAP goals and objectives, 2) facilities to ensure they are maintained for the use and benefit of all employees and integrated both in policy and practice, and 3) sponsored educational, training, recreational, and social activities to ensure that all employees are encouraged to participate in accordance with policies on nondiscrimination.
6. Ensure that all new employees receive a special orientation to Texas A&M Engineering Extension Service's equal employment opportunity policy and are thoroughly informed with regard to the AAP and its objectives.
7. Periodically analyze applicant flow to determine the mix of persons applying for employment by race/ethnic origin and sex.
8. Ensure that recruitment advertising is placed in minority and female-oriented publications, as applicable.
9. Review all job descriptions and specifications to ensure they are free of discriminatory provisions and artificial barriers. Ensure that all requirements are job-related, that they are realistic, and that they reflect the actual work requirements of the essential job duties.

#### Sr. Class and Compensation Analyst

The Sr. Class and Compensation Analyst is responsible for ensuring the directives of the Agency Director and Assistan Agency Director - CHRO are implemented. The Sr. Class and Compensation Analyst's duties include, but are not limited to, the following:

1. Provide direction to Texas A&M Engineering Extension Service's employees, as necessary, to carry out all actions required to meet its equal employment opportunity and affirmative action commitments.
2. Review, report on, and update Texas A&M Engineering Extension Service's AAP at least on an annual basis in accordance with stated policy.
3. Design and effectively implement the AAP at all establishments.
4. Develop, implement, and maintain audit and reporting systems to measure effectiveness of equal employment opportunity programs, including those that indicate the need for remedial action, and determine the degree to which goals and objectives have been obtained.

5. Advise management in the modification and development of Texas A&M Engineering Extension Service's policies to ensure the enhancement of equal employment opportunity for all employees and potential employees within existing equal employment opportunity guidelines.
6. Conduct periodic audits to ensure all required posters and those advertising Texas A&M Engineering Extension Service's equal employment opportunity policies and AAP are displayed and that Texas A&M Engineering Extension Service's equal employment opportunity and AAP policies are being thoroughly communicated.
7. Assist in review and revision of all policies, procedures, and rules to ensure they are not in violation of federal or state laws and regulations.

#### Managers and Supervisors

In their direct day-to-day contact with Texas A&M Engineering Extension Service's employees, managers and supervisors have assumed certain responsibilities to help ensure compliance with equal employment opportunity programs and the effective implementation of the AAP. These include, but are not limited to, the following:

1. Aggressively adhere to Texas A&M Engineering Extension Service's equal employment opportunity and affirmative action policy.
  - A. Support and assist the Assistant Agency Director - CHRO and Sr. Class and Compensation Analyst in developing, maintaining, and successfully implementing the AAP.
  - B. Take action to prevent harassment of employees placed through affirmative action efforts.
2. Assign employees to significant jobs that might lead to greater professional growth and value, and counsel them with respect to what is needed for upward mobility within the employment structure.
3. Ensure that all interviews, offers of employment, and/or wage commitments are consistent with Texas A&M Engineering Extension Service's policy.
4. Implement the internal promotion and transfer of all employees under their supervision consistent with AAP goals and objectives.
5. Assist in identifying problem areas and provide needed information for establishing and meeting department affirmative action goals and objectives.

## CHAPTER 8: IDENTIFICATION OF PROBLEM AREAS

### 41 C.F.R. § 60-2.17(B)

#### Terminology

*The phrases “comparison of incumbency to availability” and “problem area” appearing in this chapter are terms Texas A&M Engineering Extension Service is required by government regulations to use. The criteria used in relation to these terms are those specified by the government. These terms have no independent legal or factual significance. Although Texas A&M Engineering Extension Service will use the terms in good faith in connection with its AAP, such use does not necessarily signify the member agrees that these terms are properly applied to any particular factual situation and is not an admission of non-compliance with EEO laws, regulations, and objectives. Whenever the term “goal” is used, it is expressly intended that it does "not provide the contractor with a justification to extend a preference to any individual, select an individual, or adversely affect an individual’s employment status, on the basis of that person’s race, color, religion, sex, sexual orientation, gender identity, or national origin" as stated in Title 41 Code of Federal Regulations, Part 60-2.16(e)(2).*

In addition to comparing incumbency to availability within job groups, Texas A&M Engineering Extension Service has conducted studies to identify problem areas in each of its selection procedures (i.e., hires, promotions, and terminations). Texas A&M Engineering Extension Service will continue to monitor and update these studies during each AAP year. In each case where potential problem areas have been identified, affirmative actions, as appropriate, will be taken consistent with any of the action-oriented programs described in Chapter 9 of this AAP.

Goals are established within each of the job groups at no less than the current availability data for the job group.

#### **41 C.F.R. § 60-2.17(b)(1): Workforce by Organizational Unit and Job Group**

An analysis of minority and female distribution within each organizational unit was accomplished by a thorough review of the *Workforce Analysis*.

An analysis of minority and female utilization within each job group was accomplished by a thorough review of the *Comparison of Incumbency to Availability* reports.

#### **41 C.F.R. § 60-2.17(b)(2): Personnel Activity**

Applicant flow, hires, promotions, and terminations were analyzed by job group. An analysis of selection disparities in personnel activity between men/women and whites/minorities was accomplished by a thorough examination of transaction data. See the *Summary of Personnel Transactions Report* for each job group.

**41 C.F.R. § 60-2.17(b)(3): Compensation Systems**

Compensation analyses were conducted by comparing the salaries for men v. women, and whites v. minorities in each job title.

## **CHAPTER 9: ACTION-ORIENTED PROGRAMS**

### **41 C.F.R. § 60-2.17(C)**

Texas A&M Engineering Extension Service tailors our action-oriented programs each year to ensure they are specific to the problem identified.

#### Action-Oriented Programs:

The Action-Oriented Programs designed to address the underutilization of women and minorities are listed below. These Action-Oriented Programs will be carried out throughout the AAP year. The Assistant Agency Director - CHRO, with the help of the managers and supervisors, will be responsible for ensuring that the following are implemented.

#### **Recruitment:**

1. Texas A&M Engineering Extension Service will continue to place advertisements of job opportunities through local job service offices.
2. Due to the extensive technical education and experience required for some positions, Texas A&M Engineering Extension Service will also continue to place job opportunity announcements on its website and in local, regional, state, and/or national media when appropriate.
3. Job advertisements will always carry the Equal Employment Opportunity clause.
4. Minority and female applicants will be considered for all positions for which they are qualified.
5. Texas A&M Engineering Extension Service will participate in job fairs if there are sufficient numbers of openings to warrant participation. Texas A&M Engineering Extension Service will continue to participate in the annual.
6. Texas A&M Engineering Extension Service will continue to recruit at several colleges and universities. Texas A&M Engineering Extension Service targets universities based in part on the diversity of its student body.
7. Texas A&M Engineering Extension Service will continue to employ work-study students during the summer and part-time during the school year.
8. Texas A&M Engineering Extension Service will continue to publish recruiting media where minority and female members of the workforce are included.

#### **Job Specifications/Selection Process:**

1. Develop position descriptions that accurately reflect position functions and are consistent for the same position from one location to another.

2. Develop job or worker specifications that contain academic, experience, and skill requirements that do not constitute inadvertent discrimination. Develop specifications that are free from bias with regard to sex, age, race, color, religion, national origin, disability, veteran status, sexual orientation, or gender identity.
3. Approved position specifications and worker specifications will be made available to all members of management involved in the recruiting, screening, selection, and promotion process. Copies may also be made available to recruiting sources.
4. Texas A&M Engineering Extension Service will continue to use only worker specifications that include job-related criteria.
5. Texas A&M Engineering Extension Service will continue to carefully select and counsel all personnel involved in the recruiting, screening, selection, promotion, disciplinary, and related processes to eliminate bias in all personnel actions.

**Job Advancement:**

1. Minority and female employees can be made available for participation in career days, youth motivation programs, and related activities in the community, as desired.
2. Texas A&M Engineering Extension Service will continue to post or announce job opportunities. Texas A&M Engineering Extension Service's job posting policy requires postings of all positions for which external candidates are considered.
3. Texas A&M Engineering Extension Service will continue to make use of the inventory of our current employees' skills to determine academic, skill, and experience level of individual employees with respect to promotions.
4. Supervisory personnel are required to submit justification when apparently qualified minority or female employees are passed over for promotion.
5. All employees are actively encouraged to participate in employer-sponsored social and recreational activities.
6. Texas A&M Engineering Extension Service will continue to use its formal employee evaluation program. The performance appraisal is used for annual reviews for all employees.
7. Employees can choose training courses through Traintraq and include them in their career development plan.

## **CHAPTER 10: INTERNAL AUDIT AND REPORTING**

### **41 C.F.R. § 60-2.17(D)**

Inherent in the AAP is the need for periodic self-assessment of problems encountered, corrective action taken, and progress made. Self-evaluation requires complex record keeping systems on applicants, employees, and components of the AAP itself.

The objective of all record keeping systems is to assess the results of past actions and identify trends, the appropriateness of goals and objectives, the appropriateness and relevancy of identified solutions to problems, and the adequacy of the plan as a whole. In addition, a further objective is to identify the proper corrective actions to be made to appropriate components.

In order to fully achieve the objectives of such a record keeping system, the results of it must lead to follow-up through feedback to managers, supervisors, and staff; through reallocation of resources; through modifications to plans and the record keeping system itself; and/or through appropriate recognition of personal achievements as well as corrective actions for discriminatory acts.

The records that are maintained are the basis for updating the affirmative action plan, including revising the availability data and establishing annual percentage goals. The internal audit and reporting system is used as the basis for evaluating systemic, results-oriented programs and affirmative action efforts.

The Texas A&M Engineering Extension Service's auditing and reporting system periodically measures the effectiveness of its total affirmative action program. The Assistant Agency Director - CHRO:

1. Monitors records of all personnel activity, including referrals, placements, transfers, promotions, terminations, and compensation, at all levels to ensure the nondiscriminatory policy is carried out;
2. Requires internal reporting on a scheduled basis as to the degree to which equal employment opportunity and organizational objectives are attained;
3. Reviews report results with appropriate levels of management; and
4. Advises top management of program effectiveness and submit recommendations to improve unsatisfactory performance.

**Texas A&M Engineering Extension Service**

**PART II: AFFIRMATIVE ACTION PLAN FOR PROTECTED VETERANS AND  
INDIVIDUALS WITH DISABILITIES**

**FOR**

**1/1/2022 - 12/31/2022**



## **PART II**

### **AAP FOR PROTECTED VETERANS AND INDIVIDUALS WITH DISABILITIES**

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**CHAPTER A: POLICY STATEMENT**  
**41 C.F.R. §§ 60-300.44(A); 60-741.44(A)**

It is the policy of Texas A&M Engineering Extension Service and my personal commitment that equal opportunity be provided in the employment and advancement of all persons regardless of race, religion, color, national origin, sex, age, disability, veteran status, sexual orientation and gender identity, including at the executive level. Texas A&M Engineering Extension Service does not and will not discriminate against any applicant or employee on the basis of race, religion, color, national origin, sex, age, disability, veteran status, sexual orientation, and gender identity for any position for which the applicant or employee is qualified. In addition, Texas A&M Engineering Extension Service is committed to taking affirmative action to employ and advance in employment qualified protected veteran employees and individuals with disabilities. Such affirmative action will apply to all employment practices, including, but not limited to, hiring, upgrading, demotion, transfer, recruitment, recruitment advertising, layoff, termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship and on-the-job training. Decisions related to personnel policies and practices will be made on the basis of an individual's capacity to perform a particular job and the feasibility of any reasonable job accommodation. Texas A&M Engineering Extension Service will make every effort to provide reasonable accommodations for any physical and mental limitations of individuals with disabilities and disabled veterans.

Employees and applicants will not be subjected to harassment, intimidation, threats, coercion, or discrimination because they have engaged in or may engage in any activity protected by state, federal, or local anti-discrimination laws, including the following activities:

- (1) Filing a complaint;
- (2) Assisting or participating in an investigation, compliance evaluation, hearing, or any other activity related to the administration of the affirmative action provisions of the Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended (VEVRAA), or any other federal, state or local law requiring equal opportunity for disabled veterans, recently separated veterans, active wartime or campaign badge veterans, or Armed Forces service medal veterans; Section 503 of the Rehabilitation Act of 1973, as amended (Section 503); or any other federal, state or local law requiring equal opportunity for individuals with disabilities;
- (3) Opposing any act or practice made unlawful by VEVRAA or its implementing regulations or any other federal, state or local law requiring equal opportunity for disabled veterans, recently separated veterans, active wartime or campaign badge veterans, or Armed Forces service medal veterans; Section 503 or its implementing regulations; or any other federal, state or local law requiring equal opportunity for disabled persons; or
- (4) Exercising any other right protected by VEVRAA or Section 503 or their implementing regulations.

Our obligations in this area stem from not only adherence to various state and federal regulations, but also from our commitment as an employer in this community to provide job opportunities to

all persons regardless of race, religion, color, national origin, sex, age, disability, veteran status, sexual orientation or gender identity. Texas A&M Engineering Extension Service's EEO and affirmative action obligations are fully supported by Agency Director, David Coatney.

Texas A&M Engineering Extension Service will also continually implement and update audit and reporting systems that measure the effectiveness of the AAP, identify the need for remedial actions, determine if objectives were attained, and determine if opportunities to participate in employer-sponsored activities were extended to all employees and applicants.

The Texas A&M Engineering Extension Service is also committed to abiding by the Pay Transparency Nondiscrimination Provision and, therefore, will not discharge or in any other manner discriminate or retaliate against employees or applicants because they have inquired about, discussed, or disclosed their own pay or the pay of another employee or applicant. Texas A&M Engineering Extension Service's employees who have access to the compensation information of other employees or applicants as part of their essential job functions are informed and trained not to disclose the pay of other employees or applicants to individuals who do not otherwise have access to compensation information, unless the disclosure is (a) a response to a formal complaint or charge; (b) in furtherance of an investigation, proceeding, hearing, or other action, including an investigation conducted by the employer, or (c) consistent with the Texas A&M Engineering Extension Service's legal duty to furnish the information.

If you have any questions regarding our equal employment opportunity or harassment policies or complaint procedures, you may contact the Assistant Agency Director - CHRO, Brian Payne, 979-458-6801, [brian.payne@teex.tamu.edu](mailto:brian.payne@teex.tamu.edu).

  
(Signature)

David Coatney  
Agency Director  
12/31/2021

**CHAPTER B: REVIEW OF PERSONNEL PROCESSES**  
**41 C.F.R. §§ 60-300.44(B); 60-741.44(B)**

To ensure that all personnel activities are conducted in a job-related manner which provides and promotes equal employment opportunity for all known protected veterans and employees and individuals with disabilities, reviews are periodically made of our examination and selection methods to identify barriers to employment, training, and promotion.

- 1) Texas A&M Engineering Extension Service periodically conducts a review of its employment processes to ensure the thorough and systematic consideration of the job qualifications of 1) known protected veteran applicants and employees, and 2) applicants and employees with disabilities, for job vacancies filled either by external hiring or internal promotions/transfers, as well as for all training opportunities available. In order to determine whether an individual is qualified for a particular job, the content of the job is closely examined, as well as the job qualifications of known protected veterans and individuals with disabilities, both applicants and employees. In determining the qualifications of a protected veteran, consideration is given only to that portion of the military record, including discharge papers, relevant to the job qualifications for which the veteran is being considered.
- 2) Texas A&M Engineering Extension Service ensures that its personnel processes do not stereotype individuals with disabilities or protected veterans in a manner which limits their access to jobs for which they are qualified.
- 3) Texas A&M Engineering Extension Service ensures that applicants and employees with disabilities have equal access to its personnel processes, including those implemented through information and communication technologies.
- 4) Texas A&M Engineering Extension Service provides reasonable accommodations for applicants and employees with disabilities, unless such accommodations will cause undue hardship, to ensure that equal employment opportunity is extended in the operation of its personnel processes.
- 5) Texas A&M Engineering Extension Service ensures that its information and communications systems are accessible to all employees and applicants with disabilities, even in the absence of a specific request for accommodation.

**CHAPTER C: PHYSICAL AND MENTAL QUALIFICATIONS**  
**41 C.F.R. §§ 60-300.44(C); 60-741.44(C)**

To ensure that all physical and mental qualifications and requirements are job-related, reviews are periodically made of these qualifications and requirements as they relate to employment, training, and promotion.

The physical and mental job requirements are reviewed to determine whether or not they are job-related and consistent with business necessity and safe performance on the job.

Schedule for Review: Any previously reviewed classification will be reviewed again if there is a change in working conditions that affects the job's physical or mental requirements (e.g., new requirements, new equipment).

## **CHAPTER D: REASONABLE ACCOMMODATION TO PHYSICAL AND MENTAL LIMITATIONS**

### **41 C.F.R §§ 60-300.44(D); 60-741.44(D)**

Texas A&M Engineering Extension Service will make every effort to provide reasonable accommodations for the physical and mental limitations of applicants and employees with disabilities unless it can demonstrate that the accommodations would impose an undue hardship on the operation of business. Such reasonable accommodations are provided in our electronic and/or online application systems. Texas A&M Engineering Extension Service ensures that qualified applicants and employees with disabilities who are unable to fully utilize the system are provided equal opportunities to apply and be considered for all jobs. Texas A&M Engineering Extension Service will also confidentially review performance issues involving employees with known disabilities to determine whether a reasonable accommodation is needed when: 1) the employee is having significant difficulty with job performance, and 2) it is reasonable to conclude that the problem is related to the known disability.

Employees may also contact the following at any time to formally request an accommodation:

Name: Linda Otken

Title: Sr. Class and Compensation Analyst

Phone: 979-458-6801

Email: [Linda.Otken@teex.tamu.edu](mailto:Linda.Otken@teex.tamu.edu)

**CHAPTER E: HARASSMENT**  
**41 C.F.R. §§ 60-300.44(E); 60-741.44(E)**

Texas A&M Engineering Extension Service has developed and implemented a set of procedures to ensure that its employees with disabilities and protected veterans are not harassed due to those conditions. A copy of the discrimination, sexual harassment, and related retaliation policy, which includes the prohibition of harassment of individuals with disabilities and protected veterans, is available for distribution to new as well as to existing employees.

Texas A&M Engineering Extension Service ensures that all of its new supervisors receive at least two (2) hours of sexual harassment training within six (6) months of becoming a supervisor and at least once every two years.

**CHAPTER F: EXTERNAL DISSEMINATION OF POLICY, OUTREACH, AND  
POSITIVE RECRUITMENT  
41 C.F.R. §§ 60-300.44(F); 60-741.44(F)**

Based upon Texas A&M Engineering Extension Service's review of its personnel policies as described in Chapter B, the following activities will be implemented or continued to further enhance our affirmative action efforts. All activities are the responsibility of the Sr. Class and Compensation Analyst.

- 1) Initiate and maintain communication with organizations having special interests in the recruitment of and job accommodations for protected veterans and individuals with disabilities.
- 2) Include workers with disabilities when employees are pictured in consumer, promotional, or help-wanted advertising.
- 3) Disseminate information concerning employment opportunities to outlets that primarily reach protected veterans and individuals with disabilities.
- 4) Inform all recruiting sources of our affirmative action policy for protected veterans and individuals with disabilities.
- 5) List with the Texas Workforce Commission all job openings for which external applicants will be considered.
- 6) Send written notification of Texas A&M Engineering Extension Service's affirmative action policy to all subcontractors, vendors, and suppliers requesting appropriate action on their part. This includes their obligation to annually file their EEO Reporting form and VETS-4212 form and, for employers with 50 or more employees and contracts of \$50,000 or more, their obligation to develop a written affirmative action plan.
- 7) Provide formal briefing sessions with representatives from recruiting sources. These may include facility tours, clear and concise explanations of current and future job openings, position descriptions, worker specifications, explanations of our selection process, and recruiting literature. Texas A&M Engineering Extension Service will also make arrangements for the referral of qualified applicants, follow up with sources, and provide feedback on disposition of applicants.
- 8) When feasible, participate in veterans "job fairs" and work study programs with Veterans' Administration rehabilitation facilities and schools which specialize in training or educating protected veterans.
- 9) Texas A&M Engineering Extension Service will also grant leaves of absence to employees who participate in honor guards for the funeral of veterans.



**CHAPTER G: INTERNAL DISSEMINATION OF POLICY**  
**41 C.F.R. §§ 60-300.44(G); 60-741.44(G)**

In order to gain positive support and understanding for the affirmative action program for protected veterans and individuals with disabilities, Texas A&M Engineering Extension Service will implement or continue to implement the following internal dissemination procedures, all of which are the responsibility of the Sr. Class and Compensation Analyst. The following procedures are designed to foster support and understanding by our executive staff, management, supervisors, and other employees in an effort to encourage all employees to take the necessary actions to aid us in meeting our obligations.

- 1) Post our equal opportunity policy on our website.
- 2) Post the narrative sections of our affirmative action plans on our website.
- 3) Conduct special meetings with executive, management, and supervisory personnel to explain the intent of the policy and individual responsibility for effective implementation, making clear the Agency Director's commitment and support.
- 4) Train all employees involved in the recruitment, selection, promotion, and other related employment functions on affirmative action requirements for protected veterans and individuals with disabilities.
- 5) Ensure the policy is discussed thoroughly as part of employee orientation and appropriate management training programs.
- 6) Include articles on accomplishments of protected veterans and workers with disabilities in appropriate publications.
- 7) Post the policy on workplace bulletin boards.
- 8) When employees are featured in employee handbooks or similar publications for employees, include employees with disabilities.

**CHAPTER H: AUDIT AND REPORTING SYSTEM**  
**41 C.F.R. §§ 60-300.44(H); 60-741.44(H)**

Texas A&M Engineering Extension Service has developed and currently implements an audit and reporting system that addresses the following:

- 1) Measures the effectiveness of our overall affirmative action program and whether we are in compliance with specific obligations.
- 2) Indicates the need for remedial action. Any corrective actions will be the responsibility of the Sr. Class and Compensation Analyst.
- 3) Measures the degree to which our affirmative action objectives are being met.
- 4) Identifies any undue hurdles for individuals with disabilities and protected veterans with regard to employer sponsored educational, training, recreational, and social activities. This will also include, but is not limited to, reviewing the on-line and electronic application system to determine its accessibility and ensuring that procedures to request accommodations are prominently displayed and that individuals with disabilities can readily obtain the needed reasonable accommodation.

**CHAPTER I: RESPONSIBILITY FOR IMPLEMENTATION**  
**41 C.F.R. §§ 60-300.44(I); 60-741.44(I)**

As part of its efforts to ensure equal employment opportunity to protected veterans and individuals with disabilities, Texas A&M Engineering Extension Service has designated specific responsibilities to various staff to ensure the AAP focuses on all components of the employment system. To that end, the Agency Director, Assistant Agency Director - CHRO, Sr. Class and Compensation Analyst, and those employed as supervisors and managers have undertaken the responsibilities described below.

Agency Director

The Agency Director is responsible for providing top management support for the AAP. This person issues a memo annually to reaffirm our equal employment opportunity policy and to make known to all employees and applicants the commitment of senior management to EEO and affirmative action. Additional responsibilities include, but are not limited to:

- 1) Designating to appropriate personnel the responsibility for overseeing, administering, implementing, and monitoring the AAP and ensuring that these personnel are identified in writing by name and job title.
- 2) Ensuring that designated personnel responsible for all AAP components are given the necessary authority and top management support and staffing to successfully implement their assigned responsibilities.
- 3) Imparting the personal direction that ensures total involvement and commitment to equal employment opportunity programs through Texas A&M Engineering Extension Services AAP.

Assistant Agency Director - CHRO

The Assistant Agency Director- CHRO is responsible for overall supervision of the AAP. The Assistant Agency Director - CHRO ensures, through the Sr. Class and Compensation Analyst and department managers and supervisors, that all relevant policies and procedures are adhered to. Successful implementation of this program is a basis for evaluating the Assistant Agency Director - CHRO's effective work performance. The Assistant Agency Director - CHRO's responsibilities include, but are not limited to, the following:

- 1) Presenting all needed recommendations and procedural changes concerning EEO and affirmative action to senior management and ensuring that senior management is kept informed of affirmative action compliance status.
- 2) Maintaining widespread management support and cooperation for the AAP.
- 3) Collaborating with senior management on EEO and AAP issues.
- 4) Assisting line management in arriving at solutions to EEO/AA problems.

- 5) Reviewing results of audit and reporting systems to assess the effectiveness of the affirmative action programs and to direct corrective actions where necessary.
- 6) Ensuring that the AAP is updated annually.
- 7) Providing guidance to managers and supervisors in taking proper action to prevent employees from being harassed in any way through one-on-one contact, training, and/or disciplinary action.
- 8) Providing guidance and direction to the Sr. Class and Compensation Analyst.
- 9) Ensuring that relevant staff (i.e., Sr. Class and Compensation Analyst, managers, and supervisors) are aware that their work performance is being evaluated in part on the basis of their equal employment opportunity efforts and results.
- 10) Reviewing the qualifications of all employees to ensure that equitable opportunity, based on job-related employment practices, is given for all transfers and promotions.
- 11) Conducting periodic audits of: 1) training programs and hiring and promotion patterns to remove impediments to the attainment of AAP goals and objectives, and 2) employer sponsored educational, training, recreational, and social activities to ensure that all employees are encouraged to participate in accordance with nondiscrimination policies.
- 12) Reviewing all job descriptions and specifications to ensure they are free of discriminatory provisions and artificial barriers and ensuring that all requirements are job-related, that they are realistic, and that they reflect the actual work requirements of the essential job duties.

#### Sr. Class and Compensation Analyst

The Sr. Class and Compensation Analyst is responsible for ensuring that the directives of the Agency Director and Assistant Agency Director - CHRO are implemented. The Sr. Class and Compensation Analyst's duties include, but are not limited to, the following:

- 1) Providing direction to employees, as necessary, to carry out all actions required to meet equal employment opportunity and affirmative action commitments.
- 2) Designing and effectively implementing the AAP at all locations.
- 3) Developing, implementing, and maintaining audit and reporting systems to measure the effectiveness of equal employment opportunity programs, including those that will
  - a) Indicate the need for remedial action,

- b) Determine the degree to which goals and objectives have been achieved.
- 4) Advising management on the modification and development of procedures to ensure equal employment opportunity for all employees and potential employees within existing equal employment opportunity guidelines.
  - 5) Identifying problem areas and establishing procedures, goals, and objectives to solve these problems.
  - 6) Conducting periodic audits to ensure that all required posters and equal employment opportunity policies are displayed properly.
  - 7) Conducting audits to ensure that the Invitation to Self-Identify (pre- and post-offer) for protected veterans and individuals with disabilities is being utilized appropriately.
  - 8) Ensuring that employees are re-surveyed regarding their disability status every five (5) years and sending out reminders to employees at least once during the five (5) year intervals that they may voluntarily update their disability status at any time.
  - 9) Assisting line management in arriving at solutions to equal opportunity problems.
  - 10) Serving as the liaison between Texas A&M Engineering Extension Service and organizations and community action groups for protected veterans and individuals with disabilities.
  - 11) Keeping management informed of the latest developments in the equal employment opportunity area.
  - 12) Reviewing, reporting on, and updating the AAP annually in accordance with stated policy and informing employees and applicants of significant changes.
  - 13) Working closely with the Assistant Agency Director - CHRO and department managers and supervisors in coordinating the effective implementation of all affirmative action programs.
  - 14) Assisting in the review and revision of all policies, procedures, and rules to ensure they are not in violation of federal or state equal opportunity laws and regulations.
  - 15) Ensuring overall compliance with the AAP.

#### Managers and Supervisors

In their direct day-to-day contact with employees, managers and supervisors have assumed certain responsibilities to help Texas A&M Engineering Extension Service ensure compliance with equal employment opportunity programs and effective implementation of the AAP. These include, but are not limited to the following:

- 1) Adhering to the equal employment opportunity policy.
- 2) Supporting and assisting the Assistant Agency Director - CHRO and Sr. Class and Compensation Analyst in developing, maintaining, and successfully implementing the AAP.
- 3) Taking action to prevent harassment of employees who are protected veterans or who have disabilities.
- 4) Assigning employees to significant jobs that might lead to greater personal growth and value, and counselling them with respect to what is needed for upward mobility within the employment structure.
- 5) Ensuring that all interviews, offers of employment, and/or wage commitments are consistent with the AAP.
- 6) Implementing the internal promotion and transfer of all employees under their supervision consistent with AAP goals and objectives.
- 7) Assisting in identifying problem areas and providing needed information for establishing and meeting department affirmative action goals and objectives.
- 8) Seeking and sharing information on reasonable accommodations which have been or could be made for known disabilities.

**CHAPTER J: TRAINING**  
**41 C.F.R. §§ 60-300.44(J); 60-741.44(J)**

Texas A&M Engineering Extension Service trains all employees involved with the recruitment, selection, promotion, discipline, training, and related personnel processes of individuals with disabilities or protected veterans to ensure compliance with affirmative action goals.

**CHAPTER K: DATA COLLECTION ANALYSIS**  
**41 C.F.R. §§ 60-300.44(K); 60-741.44(K)**

Texas A&M Engineering Extension Service has adopted the current national percentage of veterans in the civilian labor force of 5.6% as its hiring benchmark for protected veterans. Texas A&M Engineering Extension Service will update its hiring benchmark as new data is published and/or updated by the Office of Federal Contract Compliance Programs (OFCCP), U.S. Department of Labor. The 5.6% hiring benchmark is applied to each job group within Texas A&M Engineering Extension Service.

Texas A&M Engineering Extension Service also adopted the current national utilization goal of 7.0% for qualified individuals with disabilities. Texas A&M Engineering Extension Service will update its utilization goal as new data is published and/or updated by OFCCP. The 7.0% utilization goal is applied to each job group within Texas A&M Engineering Extension Service.

Goals and/or benchmarks do not require that Texas A&M Engineering Extension Service hire, promote, train, and/or retain a specified number of individuals with disabilities and/or protected veterans. These goals/benchmarks are not rigid and inflexible quotas which must be met, but are instead targets that are reasonably attainable by means of applying good faith efforts to make all aspects of the AAP work. A goal is a guidepost against which Texas A&M Engineering Extension Service, a community group, or a compliance agency can measure progress in meeting affirmative action goals and benchmarks.

See the *Hiring Benchmark and Utilization Goals Analyses*.



**CHAPTER L: COMPENSATION**  
**41 C.F.R. §§ 60-300.21(I); 60-741.21(I)**

It is the policy of Texas A&M Engineering Extension Service that when offering employment or promotion to protected veterans or individuals with disabilities, the amount of compensation offered will not be reduced because of any disability income, pension, or other benefit the applicant or employee receives from another source.

The Texas A&M Engineering Extension Service is also committed to abiding by the Pay Transparency Nondiscrimination Provision. Employees or applicants who have inquired about, discussed, or disclosed their own pay or the pay of another employee or applicant will not be discharged or in any other manner be discriminated or retaliated against. Employees who have access to the compensation information of other employees or applicants as part of their essential job functions are informed and trained to not disclose the pay of other employees or applicants to individuals who do not otherwise have access to compensation information, unless the disclosure is (a) a response to a formal complaint or charge; (b) in furtherance of an investigation, proceeding, hearing, or action, or (c) consistent with the Texas A&M Engineering Extension Service's legal duty to furnish the information.

**Texas A&M Engineering Extension Service**  
**Workforce Analysis**

Snapshot Date: 12/31/2021

**Organizational Unit:** 09250000 Emergency Services Training Institute

Job Code	Job Title	Total		Total								
		EMP	MIN		EMP	W	AA	H	A	NA	PI	2+
U2438	Special Equipment Mechanic Foreman	1	0	Male	1	1	0	0	0	0	0	0
				Female	0	0	0	0	0	0	0	0
U1132	Administrative Coordinator II	1	0	Male	0	0	0	0	0	0	0	0
				Female	1	1	0	0	0	0	0	0
U8940	Manager, Facilities and Construction	1	0	Male	1	1	0	0	0	0	0	0
				Female	0	0	0	0	0	0	0	0
Grand Total #		3	0	Male #	2	2	0	0	0	0	0	0
Grand Total %			0.0	Male %	66.7	66.7	0.0	0.0	0.0	0.0	0.0	0.0
				Female #	1	1	0	0	0	0	0	0
				Female%	33.3	33.3	0.0	0.0	0.0	0.0	0.0	0.0

(+) Indicates this job contains employees who are included from another facility.

(-) Indicates this job contains employees included in this plan's Workforce Analysis but who are excluded from the rest of this facility's Affirmative Action plan.

**Texas A&M Engineering Extension Service  
Workforce Analysis**

Snapshot Date: 12/31/2021

**Organizational Unit:** Administration

				Total		Total						
Job Code	Job Title	EMP	MIN		EMP	W	AA	H	A	NA	PI	2+
U8445	Program Director P16	1	0	Male	1	1	0	0	0	0	0	0
				Female	0	0	0	0	0	0	0	0
U8805	Manager, Business Development	1	0	Male	1	1	0	0	0	0	0	0
				Female	0	0	0	0	0	0	0	0
U8255	Director, Marketing and Communications	1	0	Male	0	0	0	0	0	0	0	0
				Female	1	1	0	0	0	0	0	0
U8199	Assistant Director, Agency	2	1	Male	2	1	0	1	0	0	0	0
				Female	0	0	0	0	0	0	0	0
U8391	Director, Texas Task Force	1	0	Male	1	1	0	0	0	0	0	0
				Female	0	0	0	0	0	0	0	0
U8488	Associate Director, Agency	2	0	Male	1	1	0	0	0	0	0	0
				Female	1	1	0	0	0	0	0	0
U9776	Deputy Director, Agency	3	2	Male	3	1	2	0	0	0	0	0
				Female	0	0	0	0	0	0	0	0
Grand Total #		11	3	Male #	9	6	2	1	0	0	0	0
Grand Total %			27.3	Male %	81.8	54.5	18.2	9.1	0.0	0.0	0.0	0.0
				Female #	2	2	0	0	0	0	0	0
				Female%	18.2	18.2	0.0	0.0	0.0	0.0	0.0	0.0

(+) Indicates this job contains employees who are included from another facility.

(-) Indicates this job contains employees included in this plan's Workforce Analysis but who are excluded from the rest of this facility's Affirmative Action plan.

**Texas A&M Engineering Extension Service**  
**Workforce Analysis**

Snapshot Date: 12/31/2021

**Organizational Unit:** Business and Cyber Solutions

Job Code	Job Title	Total			Total							
		EMP	MIN		EMP	W	AA	H	A	NA	PI	2+
U9366	Business Administrator I	1	0	Male	0	0	0	0	0	0	0	0
				Female	1	1	0	0	0	0	0	0
U9151	Project Coordinator II	1	1	Male	0	0	0	0	0	0	0	0
				Female	1	0	1	0	0	0	0	0
U9463	Instructional Designer II	1	0	Male	0	0	0	0	0	0	0	0
				Female	1	1	0	0	0	0	0	0
U8473	Project Specialist III	1	0	Male	1	1	0	0	0	0	0	0
				Female	0	0	0	0	0	0	0	0
U9148	Program Coordinator II P11	1	1	Male	0	0	0	0	0	0	0	0
				Female	1	0	1	0	0	0	0	0
U7992	Agency Instructor II	1	1	Male	1	0	0	0	0	0	0	1
				Female	0	0	0	0	0	0	0	0
U7993	Agency Instructor III	1	0	Male	1	1	0	0	0	0	0	0
				Female	0	0	0	0	0	0	0	0
U8319	Director	1	0	Male	0	0	0	0	0	0	0	0
				Female	1	1	0	0	0	0	0	0
U9259	Manager, Training	2	1	Male	1	0	1	0	0	0	0	0
				Female	1	1	0	0	0	0	0	0
U7994	Agency Instructor IV	1	1	Male	1	0	1	0	0	0	0	0
				Female	0	0	0	0	0	0	0	0
U9170	Agency Program Manager	1	0	Male	1	1	0	0	0	0	0	0
				Female	0	0	0	0	0	0	0	0
U8445	Program Director P16	2	0	Male	1	1	0	0	0	0	0	0
				Female	1	1	0	0	0	0	0	0
U8805	Manager, Business Development	1	1	Male	0	0	0	0	0	0	0	0
				Female	1	0	0	1	0	0	0	0
U9156	Project Manager III	1	1	Male	1	0	0	1	0	0	0	0
				Female	0	0	0	0	0	0	0	0

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**Texas A&M Engineering Extension Service  
Workforce Analysis**

Snapshot Date: 12/31/2021

**Organizational Unit:** Business and Cyber Solutions

Job Code	Job Title	Total		Total								
		EMP	MIN	EMP	W	AA	H	A	NA	PI	2+	
	Grand Total #	16	7	Male #	8	4	2	1	0	0	0	1
	Grand Total %		43.8	Male %	50.0	25.0	12.5	6.3	0.0	0.0	0.0	6.3
				Female #	8	5	2	1	0	0	0	0
				Female%	50.0	31.3	12.5	6.3	0.0	0.0	0.0	0.0

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**Texas A&M Engineering Extension Service  
Workforce Analysis**

Snapshot Date: 12/31/2021

**Organizational Unit:** CFO Office

Job Code	Job Title	Total		Total								
		EMP	MIN		EMP	W	AA	H	A	NA	PI	2+
U2313	Building Specialist	1	1	Male	1	0	0	1	0	0	0	0
				Female	0	0	0	0	0	0	0	0
U8930	Facilities Coordinator II	1	1	Male	0	0	0	0	0	0	0	0
				Female	1	0	0	1	0	0	0	0
Grand Total #		2	2	Male #	1	0	0	1	0	0	0	0
Grand Total %			100.0	Male %	50.0	0.0	0.0	50.0	0.0	0.0	0.0	0.0
				Female #	1	0	0	1	0	0	0	0
				Female%	50.0	0.0	0.0	50.0	0.0	0.0	0.0	0.0

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**Texas A&M Engineering Extension Service  
Workforce Analysis**

Snapshot Date: 12/31/2021

**Organizational Unit:** Chief Operations

Job Code	Job Title	Total		Total								
		EMP	MIN		EMP	W	AA	H	A	NA	PI	2+
U7995	Senior Administrative Coordinator II	1	0	Male	0	0	0	0	0	0	0	0
				Female	1	1	0	0	0	0	0	0
U9344	Manager P12	1	0	Male	1	1	0	0	0	0	0	0
				Female	0	0	0	0	0	0	0	0
U8319	Director	1	0	Male	1	1	0	0	0	0	0	0
				Female	0	0	0	0	0	0	0	0
U8320	Director, (ORP Eligible)	1	0	Male	1	1	0	0	0	0	0	0
				Female	0	0	0	0	0	0	0	0
U8671	Division Director	4	0	Male	4	4	0	0	0	0	0	0
				Female	0	0	0	0	0	0	0	0
Grand Total #		8	0	Male #	7	7	0	0	0	0	0	0
Grand Total %			0.0	Male %	87.5	87.5	0.0	0.0	0.0	0.0	0.0	0.0
				Female #	1	1	0	0	0	0	0	0
				Female%	12.5	12.5	0.0	0.0	0.0	0.0	0.0	0.0

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**Texas A&M Engineering Extension Service  
Workforce Analysis**

Snapshot Date: 12/31/2021

**Organizational Unit:** Contract Services

		Total		Total								
Job Code	Job Title	EMP	MIN		EMP	W	AA	H	A	NA	PI	2+
U9158	Project Specialist I	1	0	Male	0	0	0	0	0	0	0	0
				Female	1	1	0	0	0	0	0	0
U9178	Contract Specialist II	1	0	Male	0	0	0	0	0	0	0	0
				Female	1	1	0	0	0	0	0	0
U9156	Project Manager III	1	0	Male	0	0	0	0	0	0	0	0
				Female	1	1	0	0	0	0	0	0
Grand Total #		3	0	Male #	0	0	0	0	0	0	0	0
Grand Total %			0.0	Male %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
				Female #	3	3	0	0	0	0	0	0
				Female%	100.0	100.0	0.0	0.0	0.0	0.0	0.0	0.0

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**Texas A&M Engineering Extension Service  
Workforce Analysis**

Snapshot Date: 12/31/2021

**Organizational Unit:** Digital Printing Services

				Total		Total							
Job Code	Job Title	EMP	MIN		EMP	W	AA	H	A	NA	PI	2+	
U1622	Printing Services Technician I	2	1	Male	1	1	0	0	0	0	0	0	
				Female	1	0	0	1	0	0	0	0	
U1623	Printing Services Technician II	2	1	Male	1	0	0	0	1	0	0	0	
				Female	1	1	0	0	0	0	0	0	
U1128	Administrative Associate III	1	0	Male	0	0	0	0	0	0	0	0	
				Female	1	1	0	0	0	0	0	0	
U1624	Printing Services Technician III	1	0	Male	1	1	0	0	0	0	0	0	
				Female	0	0	0	0	0	0	0	0	
U8786	Business Coordinator II	1	1	Male	0	0	0	0	0	0	0	0	
				Female	1	0	0	1	0	0	0	0	
U9148	Program Coordinator II P11	1	0	Male	0	0	0	0	0	0	0	0	
				Female	1	1	0	0	0	0	0	0	
Grand Total #		8	3	Male #	3	2	0	0	1	0	0	0	
Grand Total %			37.5	Male %	37.5	25.0	0.0	0.0	12.5	0.0	0.0	0.0	
				Female #	5	3	0	2	0	0	0	0	
				Female%	62.5	37.5	0.0	25.0	0.0	0.0	0.0	0.0	

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**Texas A&M Engineering Extension Service  
Workforce Analysis**

Snapshot Date: 12/31/2021

**Organizational Unit:** Emergency Service Training Institute

Job Code	Job Title	Total		Total								
		EMP	MIN		EMP	W	AA	H	A	NA	PI	2+
U2378	Maintenance Worker I	7	2	Male	7	5	0	2	0	0	0	0
				Female	0	0	0	0	0	0	0	0
U2379	Maintenance Worker II	3	0	Male	3	3	0	0	0	0	0	0
				Female	0	0	0	0	0	0	0	0
U3336	Training Support Technician II	1	0	Male	1	1	0	0	0	0	0	0
				Female	0	0	0	0	0	0	0	0
U9063	Training Coordinator	1	0	Male	1	1	0	0	0	0	0	0
				Female	0	0	0	0	0	0	0	0
U9156	Project Manager III	2	1	Male	1	1	0	0	0	0	0	0
				Female	1	0	0	0	0	0	0	1
Grand Total #		14	3	Male #	13	11	0	2	0	0	0	0
Grand Total %			21.4	Male %	92.9	78.6	0.0	14.3	0.0	0.0	0.0	0.0
				Female #	1	0	0	0	0	0	0	1
				Female%	7.1	0.0	0.0	0.0	0.0	0.0	0.0	7.1

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**Texas A&M Engineering Extension Service  
Workforce Analysis**

Snapshot Date: 12/31/2021

**Organizational Unit:** Emergency Services Training Institute

Job Code	Job Title	Total			Total							
		EMP	MIN		EMP	W	AA	H	A	NA	PI	2+
U1146	Customer Service Associate I	3	0	Male	0	0	0	0	0	0	0	0
				Female	3	3	0	0	0	0	0	0
U1420	Business Associate III	5	3	Male	0	0	0	0	0	0	0	0
				Female	5	2	1	2	0	0	0	0
U1126	Administrative Associate I	1	1	Male	0	0	0	0	0	0	0	0
				Female	1	0	1	0	0	0	0	0
U1128	Administrative Associate III	2	1	Male	0	0	0	0	0	0	0	0
				Female	2	1	0	1	0	0	0	0
U1421	Business Coordinator I	3	1	Male	1	1	0	0	0	0	0	0
				Female	2	1	0	1	0	0	0	0
U2378	Maintenance Worker I	2	1	Male	2	1	1	0	0	0	0	0
				Female	0	0	0	0	0	0	0	0
U3344	Training Support Technician I	11	3	Male	11	8	1	2	0	0	0	0
				Female	0	0	0	0	0	0	0	0
U2320	Construction Technician	1	0	Male	1	1	0	0	0	0	0	0
				Female	0	0	0	0	0	0	0	0
U1130	Administrative Associate V	2	1	Male	0	0	0	0	0	0	0	0
				Female	2	1	0	1	0	0	0	0
U1148	Customer Service Associate III	1	1	Male	0	0	0	0	0	0	0	0
				Female	1	0	0	1	0	0	0	0
U8786	Business Coordinator II	1	1	Male	0	0	0	0	0	0	0	0
				Female	1	0	1	0	0	0	0	0
U2440	Storekeeper II	1	0	Male	1	1	0	0	0	0	0	0
				Female	0	0	0	0	0	0	0	0
U1131	Administrative Coordinator I	1	0	Male	0	0	0	0	0	0	0	0
				Female	1	1	0	0	0	0	0	0
U9383	Graphic Designer I	1	0	Male	1	1	0	0	0	0	0	0
				Female	0	0	0	0	0	0	0	0

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**Texas A&M Engineering Extension Service  
Workforce Analysis**

Snapshot Date: 12/31/2021

**Organizational Unit:** Emergency Services Training Institute

Job Code	Job Title	Total		Total								
		EMP	MIN		EMP	W	AA	H	A	NA	PI	2+
U5170	Certification Coordinator I	3	2	Male	0	0	0	0	0	0	0	0
				Female	3	1	0	2	0	0	0	0
U2506	Wastewater Treatment Plant Operator I	2	1	Male	2	1	0	1	0	0	0	0
				Female	0	0	0	0	0	0	0	0
U9150	Project Coordinator I	2	0	Male	1	1	0	0	0	0	0	0
				Female	1	1	0	0	0	0	0	0
U2379	Maintenance Worker II	1	0	Male	1	1	0	0	0	0	0	0
				Female	0	0	0	0	0	0	0	0
U3336	Training Support Technician II	12	4	Male	12	8	0	4	0	0	0	0
				Female	0	0	0	0	0	0	0	0
U1233	Teex Senior Field Medic	2	0	Male	2	2	0	0	0	0	0	0
				Female	0	0	0	0	0	0	0	0
U8882	Technical Writer	2	0	Male	0	0	0	0	0	0	0	0
				Female	2	2	0	0	0	0	0	0
U8787	Business Coordinator III	1	0	Male	0	0	0	0	0	0	0	0
				Female	1	1	0	0	0	0	0	0
U9267	Assessment Specialist I	2	2	Male	0	0	0	0	0	0	0	0
				Female	2	0	0	2	0	0	0	0
U9613	Proposal Administrator I	1	1	Male	0	0	0	0	0	0	0	0
				Female	1	0	0	1	0	0	0	0
U9462	Instructional Designer I	3	1	Male	1	1	0	0	0	0	0	0
				Female	2	1	0	0	1	0	0	0
U9391	Multimedia Production Specialist I	1	0	Male	1	1	0	0	0	0	0	0
				Female	0	0	0	0	0	0	0	0
U1132	Administrative Coordinator II	1	0	Male	0	0	0	0	0	0	0	0
				Female	1	1	0	0	0	0	0	0
U8930	Facilities Coordinator II	1	0	Male	1	1	0	0	0	0	0	0
				Female	0	0	0	0	0	0	0	0

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**Texas A&M Engineering Extension Service  
Workforce Analysis**

Snapshot Date: 12/31/2021

**Organizational Unit:** Emergency Services Training Institute

Job Code	Job Title	Total			Total							
		EMP	MIN		EMP	W	AA	H	A	NA	PI	2+
U9148	Program Coordinator II P11	1	0	Male	1	1	0	0	0	0	0	0
				Female	0	0	0	0	0	0	0	0
U8836	Communications Specialist II	1	0	Male	0	0	0	0	0	0	0	0
				Female	1	1	0	0	0	0	0	0
U3342	Training Support Foreman I	5	1	Male	5	4	0	1	0	0	0	0
				Female	0	0	0	0	0	0	0	0
U9151	Project Coordinator II	1	0	Male	0	0	0	0	0	0	0	0
				Female	1	1	0	0	0	0	0	0
U9463	Instructional Designer II	1	0	Male	0	0	0	0	0	0	0	0
				Female	1	1	0	0	0	0	0	0
U8864	Marketing Coordinator	1	0	Male	0	0	0	0	0	0	0	0
				Female	1	1	0	0	0	0	0	0
U9468	Agency Instructor I	16	1	Male	16	15	1	0	0	0	0	0
				Female	0	0	0	0	0	0	0	0
U9464	Instructional Designer III	2	0	Male	0	0	0	0	0	0	0	0
				Female	2	2	0	0	0	0	0	0
U2377	Maintenance Foreman II	1	1	Male	1	0	0	0	0	0	0	1
				Female	0	0	0	0	0	0	0	0
U2319	Construction Foreman	1	0	Male	1	1	0	0	0	0	0	0
				Female	0	0	0	0	0	0	0	0
U4517	Program Coordinator I P9	1	1	Male	0	0	0	0	0	0	0	0
				Female	1	0	0	1	0	0	0	0
U9050	Curriculum Coordinator	1	0	Male	1	1	0	0	0	0	0	0
				Female	0	0	0	0	0	0	0	0
U8730	Senior Administrative Coordinator I	1	0	Male	0	0	0	0	0	0	0	0
				Female	1	1	0	0	0	0	0	0
U7992	Agency Instructor II	15	2	Male	11	9	0	2	0	0	0	0
				Female	4	4	0	0	0	0	0	0

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**Texas A&M Engineering Extension Service  
Workforce Analysis**

Snapshot Date: 12/31/2021

**Organizational Unit:** Emergency Services Training Institute

Job Code	Job Title	Total			Total							
		EMP	MIN		EMP	W	AA	H	A	NA	PI	2+
U8783	Business Administrator II	2	0	Male	0	0	0	0	0	0	0	0
				Female	2	2	0	0	0	0	0	0
U9054	Manager, Curriculum	1	0	Male	1	1	0	0	0	0	0	0
				Female	0	0	0	0	0	0	0	0
U7993	Agency Instructor III	9	0	Male	7	7	0	0	0	0	0	0
				Female	2	2	0	0	0	0	0	0
U7994	Agency Instructor IV	6	0	Male	5	5	0	0	0	0	0	0
				Female	1	1	0	0	0	0	0	0
U8928	Environmental Specialist	1	0	Male	1	1	0	0	0	0	0	0
				Female	0	0	0	0	0	0	0	0
U9344	Manager P12	1	0	Male	1	1	0	0	0	0	0	0
				Female	0	0	0	0	0	0	0	0
U9063	Training Coordinator	6	1	Male	5	4	0	1	0	0	0	0
				Female	1	1	0	0	0	0	0	0
U9259	Manager, Training	21	1	Male	20	19	0	1	0	0	0	0
				Female	1	1	0	0	0	0	0	0
U8850	Manager, Marketing	1	0	Male	0	0	0	0	0	0	0	0
				Female	1	1	0	0	0	0	0	0
U8743	Logistics Coordinator	1	0	Male	1	1	0	0	0	0	0	0
				Female	0	0	0	0	0	0	0	0
U9155	Project Manager II	1	0	Male	1	1	0	0	0	0	0	0
				Female	0	0	0	0	0	0	0	0
U8336	Director, Training	3	0	Male	3	3	0	0	0	0	0	0
				Female	0	0	0	0	0	0	0	0
U8938	Manager, Environmental Health and Safety	1	0	Male	1	1	0	0	0	0	0	0
				Female	0	0	0	0	0	0	0	0
U8445	Program Director P16	7	1	Male	6	6	0	0	0	0	0	0
				Female	1	0	0	0	0	0	0	1

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**Texas A&M Engineering Extension Service  
Workforce Analysis**

Snapshot Date: 12/31/2021

**Organizational Unit:** Emergency Services Training Institute

				Total		Total							
Job Code	Job Title	EMP	MIN	EMP		W	AA	H	A	NA	PI	2+	
U8319	Director	1	0	Male	0	0	0	0	0	0	0	0	
				Female	1	1	0	0	0	0	0	0	
U8019	Operations Department Head	1	1	Male	0	0	0	0	0	0	0	0	
				Female	1	0	1	0	0	0	0	0	
U8680	Executive Associate Director	1	0	Male	1	1	0	0	0	0	0	0	
				Female	0	0	0	0	0	0	0	0	
Grand Total #		181	34	Male #	127	111	3	12	0	0	0	1	
Grand Total %			18.8	Male %	70.2	61.3	1.7	6.6	0.0	0.0	0.0	0.6	
				Female #	54	36	4	12	1	0	0	1	
				Female%	29.8	19.9	2.2	6.6	0.6	0.0	0.0	0.6	

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**Texas A&M Engineering Extension Service  
Workforce Analysis**

Snapshot Date: 12/31/2021

**Organizational Unit:** Financial Services

Job Code	Job Title	Total		Total								
		EMP	MIN		EMP	W	AA	H	A	NA	PI	2+
U8742	Executive Assistant III	1	1	Male	0	0	0	0	0	0	0	0
				Female	1	0	1	0	0	0	0	0
U8007	Assistant Chief Financial Officer	2	0	Male	2	2	0	0	0	0	0	0
				Female	0	0	0	0	0	0	0	0
Grand Total #		3	1	Male #	2	2	0	0	0	0	0	0
Grand Total %			33.3	Male %	66.7	66.7	0.0	0.0	0.0	0.0	0.0	0.0
				Female #	1	0	1	0	0	0	0	0
				Female%	33.3	0.0	33.3	0.0	0.0	0.0	0.0	0.0

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**Texas A&M Engineering Extension Service  
Workforce Analysis**

Snapshot Date: 12/31/2021

**Organizational Unit:** Financial Services Office

				Total		Total							
Job Code	Job Title	EMP	MIN		EMP	W	AA	H	A	NA	PI	2+	
U8792	Financial Accountant I	3	2	Male	2	1	0	1	0	0	0	0	
				Female	1	0	0	1	0	0	0	0	
U8793	Financial Accountant II	5	0	Male	0	0	0	0	0	0	0	0	
				Female	5	5	0	0	0	0	0	0	
U8794	Financial Accountant III	1	0	Male	0	0	0	0	0	0	0	0	
				Female	1	1	0	0	0	0	0	0	
U8795	Financial Accountant IV	1	1	Male	0	0	0	0	0	0	0	0	
				Female	1	0	0	1	0	0	0	0	
U8781	Assistant Manager, Financial	2	1	Male	0	0	0	0	0	0	0	0	
				Female	2	1	0	1	0	0	0	0	
U9370	Financial Manager	5	2	Male	1	0	0	0	1	0	0	0	
				Female	4	3	0	1	0	0	0	0	
Grand Total #		17	6	Male #	3	1	0	1	1	0	0	0	
Grand Total %			35.3	Male %	17.6	5.9	0.0	5.9	5.9	0.0	0.0	0.0	
				Female #	14	10	0	4	0	0	0	0	
				Female%	82.4	58.8	0.0	23.5	0.0	0.0	0.0	0.0	

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**Texas A&M Engineering Extension Service  
Workforce Analysis**

Snapshot Date: 12/31/2021

**Organizational Unit:** Human Resources Office

				Total		Total						
Job Code	Job Title	EMP	MIN		EMP	W	AA	H	A	NA	PI	2+
U1131	Administrative Coordinator I	2	1	Male	0	0	0	0	0	0	0	0
				Female	2	1	0	1	0	0	0	0
U3206	Human Resources Generalist I	2	1	Male	0	0	0	0	0	0	0	0
				Female	2	1	0	1	0	0	0	0
U9062	Training and Development Coordinator	2	1	Male	0	0	0	0	0	0	0	0
				Female	2	1	0	0	0	0	0	1
U8992	Human Resources Specialist II	1	1	Male	0	0	0	0	0	0	0	0
				Female	1	0	0	1	0	0	0	0
U9041	Senior Classification and Compensation Analyst	1	0	Male	0	0	0	0	0	0	0	0
				Female	1	1	0	0	0	0	0	0
U8993	Human Resources Specialist III	1	0	Male	0	0	0	0	0	0	0	0
				Female	1	1	0	0	0	0	0	0
U9035	Manager, Organizational Development	1	0	Male	0	0	0	0	0	0	0	0
				Female	1	1	0	0	0	0	0	0
U9033	Manager, Human Resources	1	0	Male	0	0	0	0	0	0	0	0
				Female	1	1	0	0	0	0	0	0
Grand Total #		11	4	Male #	0	0	0	0	0	0	0	0
Grand Total %			36.4	Male %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
				Female #	11	7	0	3	0	0	0	1
				Female%	100.0	63.6	0.0	27.3	0.0	0.0	0.0	9.1

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**Texas A&M Engineering Extension Service**  
**Workforce Analysis**

Snapshot Date: 12/31/2021

**Organizational Unit:** Infrastructure Training And Safety Institute

Job Code	Job Title	Total			Total							
		EMP	MIN		EMP	W	AA	H	A	NA	PI	2+
U1126	Administrative Associate I	2	0	Male	1	1	0	0	0	0	0	0
				Female	1	1	0	0	0	0	0	0
U2439	Storekeeper I	1	1	Male	1	0	0	1	0	0	0	0
				Female	0	0	0	0	0	0	0	0
U1146	Customer Service Associate I	1	0	Male	0	0	0	0	0	0	0	0
				Female	1	1	0	0	0	0	0	0
U1127	Administrative Associate II	4	0	Male	0	0	0	0	0	0	0	0
				Female	4	4	0	0	0	0	0	0
U1128	Administrative Associate III	2	0	Male	0	0	0	0	0	0	0	0
				Female	2	2	0	0	0	0	0	0
U3344	Training Support Technician I	1	0	Male	1	1	0	0	0	0	0	0
				Female	0	0	0	0	0	0	0	0
U2440	Storekeeper II	1	0	Male	1	1	0	0	0	0	0	0
				Female	0	0	0	0	0	0	0	0
U1421	Business Coordinator I	1	0	Male	0	0	0	0	0	0	0	0
				Female	1	1	0	0	0	0	0	0
U1129	Administrative Associate IV	4	2	Male	0	0	0	0	0	0	0	0
				Female	4	2	1	1	0	0	0	0
U2313	Building Specialist	1	1	Male	1	0	0	1	0	0	0	0
				Female	0	0	0	0	0	0	0	0
U8786	Business Coordinator II	3	0	Male	0	0	0	0	0	0	0	0
				Female	3	3	0	0	0	0	0	0
U8796	Financial Analyst I	1	0	Male	0	0	0	0	0	0	0	0
				Female	1	1	0	0	0	0	0	0
U8836	Communications Specialist II	2	2	Male	2	0	0	2	0	0	0	0
				Female	0	0	0	0	0	0	0	0
U9462	Instructional Designer I	5	1	Male	2	2	0	0	0	0	0	0
				Female	3	2	0	0	1	0	0	0

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**Texas A&M Engineering Extension Service**  
**Workforce Analysis**

Snapshot Date: 12/31/2021

**Organizational Unit:** Infrastructure Training And Safety Institute

Job Code	Job Title	Total			Total							
		EMP	MIN		EMP	W	AA	H	A	NA	PI	2+
U1132	Administrative Coordinator II	1	0	Male	0	0	0	0	0	0	0	0
				Female	1	1	0	0	0	0	0	0
U3336	Training Support Technician II	1	0	Male	1	1	0	0	0	0	0	0
				Female	0	0	0	0	0	0	0	0
U9396	Multimedia Project Specialist II	1	0	Male	0	0	0	0	0	0	0	0
				Female	1	1	0	0	0	0	0	0
U8929	Facilities Coordinator I	1	1	Male	0	0	0	0	0	0	0	0
				Female	1	0	0	1	0	0	0	0
U7995	Senior Administrative Coordinator II	1	0	Male	0	0	0	0	0	0	0	0
				Female	1	1	0	0	0	0	0	0
U9468	Agency Instructor I	13	5	Male	12	8	0	4	0	0	0	0
				Female	1	0	0	0	0	0	0	1
U9464	Instructional Designer III	1	0	Male	0	0	0	0	0	0	0	0
				Female	1	1	0	0	0	0	0	0
U7992	Agency Instructor II	8	4	Male	6	4	0	2	0	0	0	0
				Female	2	0	0	2	0	0	0	0
U9152	Project Coordinator III	2	2	Male	2	0	0	2	0	0	0	0
				Female	0	0	0	0	0	0	0	0
U8837	Communications Specialist III	1	0	Male	1	1	0	0	0	0	0	0
				Female	0	0	0	0	0	0	0	0
U7993	Agency Instructor III	5	1	Male	4	4	0	0	0	0	0	0
				Female	1	0	1	0	0	0	0	0
U9063	Training Coordinator	4	1	Male	4	3	0	1	0	0	0	0
				Female	0	0	0	0	0	0	0	0
U8850	Manager, Marketing	1	0	Male	0	0	0	0	0	0	0	0
				Female	1	1	0	0	0	0	0	0
U9054	Manager, Curriculum	1	0	Male	0	0	0	0	0	0	0	0
				Female	1	1	0	0	0	0	0	0

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**Texas A&M Engineering Extension Service**  
**Workforce Analysis**

Snapshot Date: 12/31/2021

**Organizational Unit:** Infrastructure Training And Safety Institute

Job Code	Job Title	Total		Total								
		EMP	MIN		EMP	W	AA	H	A	NA	PI	2+
U7994	Agency Instructor IV	1	1	Male	1	0	0	1	0	0	0	0
				Female	0	0	0	0	0	0	0	0
U9259	Manager, Training	4	0	Male	3	3	0	0	0	0	0	0
				Female	1	1	0	0	0	0	0	0
U8319	Director	1	0	Male	0	0	0	0	0	0	0	0
				Female	1	1	0	0	0	0	0	0
U8445	Program Director P16	5	0	Male	4	4	0	0	0	0	0	0
				Female	1	1	0	0	0	0	0	0
U8019	Operations Department Head	1	0	Male	1	1	0	0	0	0	0	0
				Female	0	0	0	0	0	0	0	0
Grand Total #		82	22	Male #	48	34	0	14	0	0	0	0
Grand Total %			26.8	Male %	58.5	41.5	0.0	17.1	0.0	0.0	0.0	0.0
				Female #	34	26	2	4	1	0	0	1
				Female%	41.5	31.7	2.4	4.9	1.2	0.0	0.0	1.2

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**Texas A&M Engineering Extension Service**  
**Workforce Analysis**

Snapshot Date: 12/31/2021

**Organizational Unit:** Institute for Law Enforcement & Protective Services Excellence

Job Code	Job Title	Total			Total							
		EMP	MIN		EMP	W	AA	H	A	NA	PI	2+
U1146	Customer Service Associate I	2	1	Male	0	0	0	0	0	0	0	0
				Female	2	1	0	0	0	0	0	1
U1148	Customer Service Associate III	2	2	Male	0	0	0	0	0	0	0	0
				Female	2	0	0	2	0	0	0	0
U1131	Administrative Coordinator I	2	1	Male	1	0	0	0	0	0	0	1
				Female	1	1	0	0	0	0	0	0
U8786	Business Coordinator II	1	0	Male	0	0	0	0	0	0	0	0
				Female	1	1	0	0	0	0	0	0
U9462	Instructional Designer I	4	1	Male	2	2	0	0	0	0	0	0
				Female	2	1	0	0	1	0	0	0
U3336	Training Support Technician II	1	0	Male	1	1	0	0	0	0	0	0
				Female	0	0	0	0	0	0	0	0
U8730	Senior Administrative Coordinator I	1	0	Male	0	0	0	0	0	0	0	0
				Female	1	1	0	0	0	0	0	0
U8864	Marketing Coordinator	1	0	Male	0	0	0	0	0	0	0	0
				Female	1	1	0	0	0	0	0	0
U3342	Training Support Foreman I	1	0	Male	1	1	0	0	0	0	0	0
				Female	0	0	0	0	0	0	0	0
U8783	Business Administrator II	1	0	Male	0	0	0	0	0	0	0	0
				Female	1	1	0	0	0	0	0	0
U9050	Curriculum Coordinator	1	0	Male	0	0	0	0	0	0	0	0
				Female	1	1	0	0	0	0	0	0
U9468	Agency Instructor I	2	0	Male	2	2	0	0	0	0	0	0
				Female	0	0	0	0	0	0	0	0
U7992	Agency Instructor II	1	1	Male	1	0	0	0	0	1	0	0
				Female	0	0	0	0	0	0	0	0
U7994	Agency Instructor IV	1	0	Male	1	1	0	0	0	0	0	0
				Female	0	0	0	0	0	0	0	0

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**Texas A&M Engineering Extension Service**  
**Workforce Analysis**

Snapshot Date: 12/31/2021

**Organizational Unit:** Institute for Law Enforcement & Protective Services Excellence

				Total		Total							
Job Code	Job Title	EMP	MIN		EMP	W	AA	H	A	NA	PI	2+	
U9063	Training Coordinator	5	0	Male	4	4	0	0	0	0	0	0	
				Female	1	1	0	0	0	0	0	0	
U9259	Manager, Training	6	2	Male	5	4	0	1	0	0	0	0	
				Female	1	0	0	1	0	0	0	0	
U8319	Director	1	0	Male	0	0	0	0	0	0	0	0	
				Female	1	1	0	0	0	0	0	0	
U9054	Manager, Curriculum	1	0	Male	0	0	0	0	0	0	0	0	
				Female	1	1	0	0	0	0	0	0	
U8445	Program Director P16	1	0	Male	1	1	0	0	0	0	0	0	
				Female	0	0	0	0	0	0	0	0	
U8019	Operations Department Head	1	0	Male	1	1	0	0	0	0	0	0	
				Female	0	0	0	0	0	0	0	0	
Grand Total #		36	8	Male #	20	17	0	1	0	1	0	1	
Grand Total %			22.2	Male %	55.6	47.2	0.0	2.8	0.0	2.8	0.0	2.8	
				Female #	16	11	0	3	1	0	0	1	
				Female%	44.4	30.6	0.0	8.3	2.8	0.0	0.0	2.8	

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**Texas A&M Engineering Extension Service  
Workforce Analysis**

Snapshot Date: 12/31/2021

**Organizational Unit:** Marketing & Communications

				Total		Total						
Job Code	Job Title	EMP	MIN		EMP	W	AA	H	A	NA	PI	2+
U1131	Administrative Coordinator I	1	1	Male	0	0	0	0	0	0	0	0
				Female	1	0	1	0	0	0	0	0
U9384	Graphic Designer II	1	1	Male	0	0	0	0	0	0	0	0
				Female	1	0	0	0	0	0	0	1
U8836	Communications Specialist II	1	1	Male	0	0	0	0	0	0	0	0
				Female	1	0	0	1	0	0	0	0
U8839	E-Communications Specialist	1	0	Male	1	1	0	0	0	0	0	0
				Female	0	0	0	0	0	0	0	0
U8835	Communications Coordinator	1	0	Male	0	0	0	0	0	0	0	0
				Female	1	1	0	0	0	0	0	0
U8854	Manager, Multimedia Production	1	0	Male	1	1	0	0	0	0	0	0
				Female	0	0	0	0	0	0	0	0
U8053	Associate Director, Communications/Marketing	1	0	Male	0	0	0	0	0	0	0	0
				Female	1	1	0	0	0	0	0	0
Grand Total #		7	3	Male #	2	2	0	0	0	0	0	0
Grand Total %			42.9	Male %	28.6	28.6	0.0	0.0	0.0	0.0	0.0	0.0
				Female #	5	2	1	1	0	0	0	1
				Female%	71.4	28.6	14.3	14.3	0.0	0.0	0.0	14.3

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**Texas A&M Engineering Extension Service**  
**Workforce Analysis**

Snapshot Date: 12/31/2021

**Organizational Unit:** Nat'l Emergency Response & Rescue Training Center

				Total		Total						
Job Code	Job Title	EMP	MIN		EMP	W	AA	H	A	NA	PI	2+
U8786	Business Coordinator II	1	0	Male	1	1	0	0	0	0	0	0
				Female	0	0	0	0	0	0	0	0
U9158	Project Specialist I	2	0	Male	1	1	0	0	0	0	0	0
				Female	1	1	0	0	0	0	0	0
U8730	Senior Administrative Coordinator I	1	0	Male	0	0	0	0	0	0	0	0
				Female	1	1	0	0	0	0	0	0
U8783	Business Administrator II	1	0	Male	0	0	0	0	0	0	0	0
				Female	1	1	0	0	0	0	0	0
U9177	Contract Specialist I	1	1	Male	0	0	0	0	0	0	0	0
				Female	1	0	0	1	0	0	0	0
U8235	Director, Business Services	1	0	Male	0	0	0	0	0	0	0	0
				Female	1	1	0	0	0	0	0	0
U8445	Program Director P16	1	0	Male	0	0	0	0	0	0	0	0
				Female	1	1	0	0	0	0	0	0
Grand Total #		8	1	Male #	2	2	0	0	0	0	0	0
Grand Total %			12.5	Male %	25.0	25.0	0.0	0.0	0.0	0.0	0.0	0.0
				Female #	6	5	0	1	0	0	0	0
				Female%	75.0	62.5	0.0	12.5	0.0	0.0	0.0	0.0

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**Texas A&M Engineering Extension Service  
Workforce Analysis**

Snapshot Date: 12/31/2021

**Organizational Unit:** Network & Information Services

Job Code	Job Title	Total			Total							
		EMP	MIN		EMP	W	AA	H	A	NA	PI	2+
U3410	Computer Support Specialist	1	0	Male	1	1	0	0	0	0	0	0
				Female	0	0	0	0	0	0	0	0
U9499	IT Professional I	2	2	Male	1	0	0	1	0	0	0	0
				Female	1	0	0	0	1	0	0	0
U9490	IT Business Analyst II	2	1	Male	1	0	0	1	0	0	0	0
				Female	1	1	0	0	0	0	0	0
U8885	Website Designer	1	0	Male	0	0	0	0	0	0	0	0
				Female	1	1	0	0	0	0	0	0
U9522	Software Applications Developer II	3	0	Male	2	2	0	0	0	0	0	0
				Female	1	1	0	0	0	0	0	0
U9478	Database Administrator II	1	0	Male	1	1	0	0	0	0	0	0
				Female	0	0	0	0	0	0	0	0
U9527	Systems Administrator II	1	0	Male	1	1	0	0	0	0	0	0
				Female	0	0	0	0	0	0	0	0
U9518	Senior IT Professional II	1	0	Male	1	1	0	0	0	0	0	0
				Female	0	0	0	0	0	0	0	0
U9523	Software Applications Developer III	2	1	Male	1	0	0	0	1	0	0	0
				Female	1	1	0	0	0	0	0	0
U9497	IT Manager III	1	0	Male	0	0	0	0	0	0	0	0
				Female	1	1	0	0	0	0	0	0
U9529	Systems Administrator IV	1	1	Male	1	0	0	0	1	0	0	0
				Female	0	0	0	0	0	0	0	0
U9524	Software Applications Developer IV	1	0	Male	1	1	0	0	0	0	0	0
				Female	0	0	0	0	0	0	0	0
U8090	Assistant Director, Information Technology	1	1	Male	1	0	0	0	1	0	0	0
				Female	0	0	0	0	0	0	0	0

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**Texas A&M Engineering Extension Service  
Workforce Analysis**

Snapshot Date: 12/31/2021

**Organizational Unit:** Network & Information Services

Job Code	Job Title	Total		Total								
		EMP	MIN	EMP	W	AA	H	A	NA	PI	2+	
	Grand Total #	18	6	Male #	12	7	0	2	3	0	0	0
	Grand Total %		33.3	Male %	66.7	38.9	0.0	11.1	16.7	0.0	0.0	0.0
				Female #	6	5	0	0	1	0	0	0
				Female%	33.3	27.8	0.0	0.0	5.6	0.0	0.0	0.0

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**Texas A&M Engineering Extension Service  
Workforce Analysis**

Snapshot Date: 12/31/2021

**Organizational Unit:** Strategic & Education Services

Job Code	Job Title	Total		Total								
		EMP	MIN		EMP	W	AA	H	A	NA	PI	2+
U1147	Customer Service Associate II	1	1	Male	0	0	0	0	0	0	0	0
				Female	1	0	0	1	0	0	0	0
U9158	Project Specialist I	1	0	Male	0	0	0	0	0	0	0	0
				Female	1	1	0	0	0	0	0	0
U9476	Data Analyst	1	1	Male	0	0	0	0	0	0	0	0
				Female	1	0	0	0	0	1	0	0
U5442	International Student Advisor I	1	1	Male	0	0	0	0	0	0	0	0
				Female	1	0	0	1	0	0	0	0
U4517	Program Coordinator I P9	1	0	Male	0	0	0	0	0	0	0	0
				Female	1	1	0	0	0	0	0	0
U8887	Compliance Coordinator I	2	1	Male	0	0	0	0	0	0	0	0
				Female	2	1	1	0	0	0	0	0
U9159	Project Specialist II	1	0	Male	0	0	0	0	0	0	0	0
				Female	1	1	0	0	0	0	0	0
U9148	Program Coordinator II P11	1	0	Male	1	1	0	0	0	0	0	0
				Female	0	0	0	0	0	0	0	0
U9170	Agency Program Manager	3	0	Male	1	1	0	0	0	0	0	0
				Female	2	2	0	0	0	0	0	0
U8900	Manager, Risk and Compliance	1	0	Male	0	0	0	0	0	0	0	0
				Female	1	1	0	0	0	0	0	0
U9154	Project Manager I	1	0	Male	0	0	0	0	0	0	0	0
				Female	1	1	0	0	0	0	0	0
<b>Grand Total #</b>		<b>14</b>	<b>4</b>	<b>Male #</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Grand Total %</b>			<b>28.6</b>	<b>Male %</b>	<b>14.3</b>	<b>14.3</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
				<b>Female #</b>	<b>12</b>	<b>8</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>
				<b>Female%</b>	<b>85.7</b>	<b>57.1</b>	<b>7.1</b>	<b>14.3</b>	<b>0.0</b>	<b>7.1</b>	<b>0.0</b>	<b>0.0</b>

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**Texas A&M Engineering Extension Service  
Workforce Analysis**

Snapshot Date: 12/31/2021

**Organizational Unit:** Texas Task Force 1

Job Code	Job Title	Total			Total							
		EMP	MIN		EMP	W	AA	H	A	NA	PI	2+
U5308	TX-TF Senior Technician I	1	0	Male	1	1	0	0	0	0	0	0
				Female	0	0	0	0	0	0	0	0
U8787	Business Coordinator III	1	0	Male	0	0	0	0	0	0	0	0
				Female	1	1	0	0	0	0	0	0
U5309	TX-TF Senior Technician II	3	1	Male	3	2	0	0	0	1	0	0
				Female	0	0	0	0	0	0	0	0
U9366	Business Administrator I	2	0	Male	0	0	0	0	0	0	0	0
				Female	2	2	0	0	0	0	0	0
U8786	Business Coordinator II	1	0	Male	0	0	0	0	0	0	0	0
				Female	1	1	0	0	0	0	0	0
U9152	Project Coordinator III	1	0	Male	0	0	0	0	0	0	0	0
				Female	1	1	0	0	0	0	0	0
U7995	Senior Administrative Coordinator II	1	0	Male	0	0	0	0	0	0	0	0
				Female	1	1	0	0	0	0	0	0
U8783	Business Administrator II	1	0	Male	0	0	0	0	0	0	0	0
				Female	1	1	0	0	0	0	0	0
U9063	Training Coordinator	1	0	Male	0	0	0	0	0	0	0	0
				Female	1	1	0	0	0	0	0	0
U9344	Manager P12	1	0	Male	1	1	0	0	0	0	0	0
				Female	0	0	0	0	0	0	0	0
U9259	Manager, Training	2	0	Male	1	1	0	0	0	0	0	0
				Female	1	1	0	0	0	0	0	0
U9148	Program Coordinator II P11	2	1	Male	2	1	0	1	0	0	0	0
				Female	0	0	0	0	0	0	0	0
U8804	Manager, Business	1	0	Male	1	1	0	0	0	0	0	0
				Female	0	0	0	0	0	0	0	0
U9155	Project Manager II	1	0	Male	1	1	0	0	0	0	0	0
				Female	0	0	0	0	0	0	0	0

(+) Indicates this job contains employees who are included from another facility.

(-) Indicates this job contains employees included in this plan's Workforce Analysis but who are excluded from the rest of this facility's Affirmative Action plan.

**Texas A&M Engineering Extension Service  
Workforce Analysis**

Snapshot Date: 12/31/2021

**Organizational Unit:** Texas Task Force 1

				Total		Total							
Job Code	Job Title	EMP	MIN		EMP	W	AA	H	A	NA	PI	2+	
U9352	Operations Chief	1	0	Male	1	1	0	0	0	0	0	0	
				Female	0	0	0	0	0	0	0	0	
Grand Total #		20	2	Male #	11	9	0	1	0	1	0	0	
Grand Total %			10.0	Male %	55.0	45.0	0.0	5.0	0.0	5.0	0.0	0.0	
				Female #	9	9	0	0	0	0	0	0	
				Female%	45.0	45.0	0.0	0.0	0.0	0.0	0.0	0.0	

(+) Indicates this job contains employees who are included from another facility.

(-) Indicates this job contains employees included in this plan's Workforce Analysis but who are excluded from the rest of this facility's Affirmative Action plan.

**Texas A&M Engineering Extension Service**  
**Workforce Analysis**

Snapshot Date: 12/31/2021

**Organizational Unit:** TX TF 2

				Total		Total						
Job Code	Job Title	EMP	MIN		EMP	W	AA	H	A	NA	PI	2+
U5309	TX-TF Senior Technician II	1	0	Male	1	1	0	0	0	0	0	0
				Female	0	0	0	0	0	0	0	0
Grand Total #		1	0	Male #	1	1	0	0	0	0	0	0
Grand Total %			0.0	Male %	100.0	100.0	0.0	0.0	0.0	0.0	0.0	0.0
				Female #	0	0	0	0	0	0	0	0
				Female%	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

(+) Indicates this job contains employees who are included from another facility.

(-) Indicates this job contains employees included in this plan's Workforce Analysis but who are excluded from the rest of this facility's Affirmative Action plan.

**Texas A&M Engineering Extension Service  
Workforce Analysis**

Snapshot Date: 12/31/2021

**Organizational Unit:** TX-TF 2

Job Code	Job Title	Total		Total								
		EMP	MIN		EMP	W	AA	H	A	NA	PI	2+
U9151	Project Coordinator II	1	0	Male	0	0	0	0	0	0	0	0
				Female	1	1	0	0	0	0	0	0
Grand Total #		1	0	Male #	0	0	0	0	0	0	0	0
Grand Total %			0.0	Male %	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
				Female #	1	1	0	0	0	0	0	0
				Female%	100.0	100.0	0.0	0.0	0.0	0.0	0.0	0.0

(+) Indicates this job contains employees who are included from another facility.

(-) Indicates this job contains employees included in this plan's Workforce Analysis but who are excluded from the rest of this facility's Affirmative Action plan.



**Texas A&M Engineering Extension Service  
Workforce Analysis Summary**

Snapshot Date: 12/31/2021

Organizational Unit	Total				Male							Female						
	EMP	M	F	MIN	W	AA	H	A	NA	PI	2+	W	AA	H	A	NA	PI	2+
09250000 Emergency Services Training Institute	3	2	1	0	2	0	0	0	0	0	0	1	0	0	0	0	0	0
Administration	11	9	2	3	6	2	1	0	0	0	0	2	0	0	0	0	0	0
Business and Cyber Solutions	16	8	8	7	4	2	1	0	0	0	1	5	2	1	0	0	0	0
CFO Office	2	1	1	2	0	0	1	0	0	0	0	0	0	1	0	0	0	0
Chief Operations	8	7	1	0	7	0	0	0	0	0	0	1	0	0	0	0	0	0
Contract Services	3	0	3	0	0	0	0	0	0	0	0	3	0	0	0	0	0	0
Digital Printing Services	8	3	5	3	2	0	0	1	0	0	0	3	0	2	0	0	0	0
Emergency Service Training Institute	14	13	1	3	11	0	2	0	0	0	0	0	0	0	0	0	0	1
Emergency Services Training Institute	181	127	54	34	111	3	12	0	0	0	1	36	4	12	1	0	0	1
Financial Services	3	2	1	1	2	0	0	0	0	0	0	0	1	0	0	0	0	0
Financial Services Office	17	3	14	6	1	0	1	1	0	0	0	10	0	4	0	0	0	0
Human Resources Office	11	0	11	4	0	0	0	0	0	0	0	7	0	3	0	0	0	1
Infrastructure Training And Safety Institute	82	48	34	22	34	0	14	0	0	0	0	26	2	4	1	0	0	1
Institute for Law Enforcement & Protective Services E	36	20	16	8	17	0	1	0	1	0	1	11	0	3	1	0	0	1
Marketing & Communications	7	2	5	3	2	0	0	0	0	0	0	2	1	1	0	0	0	1
Nat'l Emergency Response & Rescue Training Center	8	2	6	1	2	0	0	0	0	0	0	5	0	1	0	0	0	0
Network & Information Services	18	12	6	6	7	0	2	3	0	0	0	5	0	0	1	0	0	0
Strategic & Education Services	14	2	12	4	2	0	0	0	0	0	0	8	1	2	0	1	0	0
Texas Task Force 1	20	11	9	2	9	0	1	0	1	0	0	9	0	0	0	0	0	0
TX TF 2	1	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
TX-TF 2	1	0	1	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0
<b>Total (#)</b>	<b>464</b>	<b>273</b>	<b>191</b>	<b>109</b>	<b>220</b>	<b>7</b>	<b>36</b>	<b>5</b>	<b>2</b>	<b>0</b>	<b>3</b>	<b>135</b>	<b>11</b>	<b>34</b>	<b>4</b>	<b>1</b>	<b>0</b>	<b>6</b>
<b>Total (%)</b>		<b>58.8</b>	<b>41.2</b>	<b>23.5</b>	<b>47.4</b>	<b>1.5</b>	<b>7.8</b>	<b>1.1</b>	<b>0.4</b>	<b>0.0</b>	<b>0.6</b>	<b>29.1</b>	<b>2.4</b>	<b>7.3</b>	<b>0.9</b>	<b>0.2</b>	<b>0.0</b>	<b>1.3</b>

**Texas A&M Engineering Extension Service**  
**Job Group Analysis**

Snapshot Date: 12/31/2021

**Job Group:** 001 - EXECUTIVE STAFF

**EEO**

<b>EEO Cat</b>	<b>Job Code</b>	<b>Job Title</b>	<b>Total</b>				
			<b>EMP</b>	<b>MALE</b>	<b>FEMALE</b>	<b>WHITE</b>	<b>MIN</b>
1	U8488	Associate Director, Agency	2	1	1	2	0
<b>Total (#)</b>			<b>2</b>	<b>1</b>	<b>1</b>	<b>2</b>	<b>0</b>
<b>Total (%)</b>				<b>50.0</b>	<b>50.0</b>	<b>100.0</b>	<b>0.0</b>

(+) indicates this job title contains employees who are included from another facility.

**Texas A&M Engineering Extension Service**  
**Job Group Analysis**

Snapshot Date: 12/31/2021

**Job Group:** 003 - ADMINISTRATIVE STAFF

EEO				Total				
Cat	Job Code	Job Title	EMP	MALE	FEMALE	WHITE	MIN	
1	U8199	Assistant Director, Agency	2	2	0	1	1	
1	U8319	Director	5	1	4	5	0	
1	U8235	Director, Business Services	1	0	1	1	0	
1	U8255	Director, Marketing and Communications	1	0	1	1	0	
1	U8391	Director, Texas Task Force	1	1	0	1	0	
1	U8671	Division Director	4	4	0	4	0	
Total (#)			14	8	6	13	1	
Total (%)				57.1	42.9	92.9	7.1	

(+) indicates this job title contains employees who are included from another facility.

**Texas A&M Engineering Extension Service  
Job Group Analysis**

Snapshot Date: 12/31/2021

**Job Group:** 004 - SENIOR ADMINISTRATIVE PROFESSIONAL STAFF

EEO			Total				
Cat	Job Code	Job Title	EMP	MALE	FEMALE	WHITE	MIN
1	U8007	Assistant Chief Financial Officer	2	2	0	2	0
1	U8053	Associate Director, Communications/Marketing	1	0	1	1	0
1	U9776	Deputy Director, Agency	3	3	0	1	2
1	U8320	Director, (ORP Eligible)	1	1	0	1	0
1	U8680	Executive Associate Director	1	1	0	1	0
1	U8445	Program Director P16	17	13	4	16	1
Total (#)			25	20	5	22	3
Total (%)				80.0	20.0	88.0	12.0

(+) indicates this job title contains employees who are included from another facility.

**Texas A&M Engineering Extension Service**  
**Job Group Analysis**

Snapshot Date: 12/31/2021

**Job Group:** 005 - ADMINISTRATIVE PROFESSIONAL STAFF

**EEO**

			Total				
<b>Cat</b>	<b>Job Code</b>	<b>Job Title</b>	<b>EMP</b>	<b>MALE</b>	<b>FEMALE</b>	<b>WHITE</b>	<b>MIN</b>
1	U8090	Assistant Director, Information Technology	1	1	0	0	1
Total (#)			1	1	0	0	1
Total (%)				100.0	0.0	0.0	100.0

(+) indicates this job title contains employees who are included from another facility.

**Texas A&M Engineering Extension Service**  
**Job Group Analysis**

Snapshot Date: 12/31/2021

**Job Group:** 011 - MANAGERIAL STAFF

			<b>Total</b>				
<b>EEO</b>							
<b>Cat</b>	<b>Job Code</b>	<b>Job Title</b>	<b>EMP</b>	<b>MALE</b>	<b>FEMALE</b>	<b>WHITE</b>	<b>MIN</b>
2	U8781	Assistant Manager, Financial	2	0	2	1	1
2	U9177	Contract Specialist I	1	0	1	0	1
2	U9178	Contract Specialist II	1	0	1	1	0
2	U9050	Curriculum Coordinator	2	1	1	2	0
2	U8336	Director, Training	3	3	0	3	0
2	U8928	Environmental Specialist	1	1	0	1	0
2	U9370	Financial Manager	5	1	4	3	2
2	U9497	IT Manager III	1	0	1	1	0
2	U8743	Logistics Coordinator	1	1	0	1	0
2	U9344	Manager P12	3	3	0	3	0
2	U8804	Manager, Business	1	1	0	1	0
2	U8805	Manager, Business Development	2	1	1	1	1
2	U9054	Manager, Curriculum	3	1	2	3	0
2	U8938	Manager, Environmental Health and Safety	1	1	0	1	0
2	U8940	Manager, Facilities and Construction	1	1	0	1	0
2	U9033	Manager, Human Resources	1	0	1	1	0
2	U8850	Manager, Marketing	2	0	2	2	0
2	U8854	Manager, Multimedia Production	1	1	0	1	0
2	U9035	Manager, Organizational Development	1	0	1	1	0
2	U8900	Manager, Risk and Compliance	1	0	1	1	0
2	U9259	Manager, Training	35	30	5	31	4
2	U9391	Multimedia Production Specialist I	1	1	0	1	0
2	U9352	Operations Chief	1	1	0	1	0
2	U8019	Operations Department Head	3	2	1	2	1
2	U9613	Proposal Administrator I	1	0	1	0	1
2	U8882	Technical Writer	2	0	2	2	0

(+) indicates this job title contains employees who are included from another facility.

**Texas A&M Engineering Extension Service**  
**Job Group Analysis**

Snapshot Date: 12/31/2021

**Job Group:** 011 - MANAGERIAL STAFF

**EEO**

Cat	Job Code	Job Title	EMP	MALE	FEMALE	WHITE	MIN
		Total (#)	77	50	27	66	11
		Total (%)		64.9	35.1	85.7	14.3

(+) indicates this job title contains employees who are included from another facility.

**Texas A&M Engineering Extension Service**  
**Job Group Analysis**

Snapshot Date: 12/31/2021

**Job Group:** 012 - PROFESSIONAL STAFF

			Total				
EEO Cat	Job Code	Job Title	EMP	MALE	FEMALE	WHITE	MIN
2	U1131	Administrative Coordinator I	6	1	5	3	3
2	U1132	Administrative Coordinator II	3	0	3	3	0
2	U9170	Agency Program Manager	4	2	2	4	0
2	U9267	Assessment Specialist I	2	0	2	0	2
2	U9366	Business Administrator I	3	0	3	3	0
2	U8783	Business Administrator II	5	0	5	5	0
2	U1421	Business Coordinator I	4	1	3	3	1
2	U8786	Business Coordinator II	8	1	7	6	2
2	U8787	Business Coordinator III	2	0	2	2	0
2	U5170	Certification Coordinator I	3	0	3	1	2
2	U8887	Compliance Coordinator I	2	0	2	1	1
2	U8742	Executive Assistant III	1	0	1	0	1
2	U8929	Facilities Coordinator I	1	0	1	0	1
2	U8930	Facilities Coordinator II	2	1	1	1	1
2	U8792	Financial Accountant I	3	2	1	1	2
2	U8793	Financial Accountant II	5	0	5	5	0
2	U8794	Financial Accountant III	1	0	1	1	0
2	U8795	Financial Accountant IV	1	0	1	0	1
2	U8796	Financial Analyst I	1	0	1	1	0
2	U8992	Human Resources Specialist II	1	0	1	0	1
2	U8993	Human Resources Specialist III	1	0	1	1	0
2	U9462	Instructional Designer I	12	5	7	9	3
2	U9463	Instructional Designer II	2	0	2	2	0
2	U9464	Instructional Designer III	3	0	3	3	0
2	U8864	Marketing Coordinator	2	0	2	2	0
2	U4517	Program Coordinator I P9	2	0	2	1	1

(+) indicates this job title contains employees who are included from another facility.



**Texas A&M Engineering Extension Service**  
**Job Group Analysis**

Snapshot Date: 12/31/2021

**Job Group:** 012 - PROFESSIONAL STAFF

EEO			Total				
Cat	Job Code	Job Title	EMP	MALE	FEMALE	WHITE	MIN
2	U9148	Program Coordinator II P11	6	4	2	4	2
2	U9150	Project Coordinator I	2	1	1	2	0
2	U9151	Project Coordinator II	3	0	3	2	1
2	U9152	Project Coordinator III	3	2	1	1	2
2	U9154	Project Manager I	1	0	1	1	0
2	U9155	Project Manager II	2	2	0	2	0
2	U9156	Project Manager III	4	2	2	2	2
2	U9158	Project Specialist I	4	1	3	4	0
2	U9159	Project Specialist II	1	0	1	1	0
2	U8473	Project Specialist III	1	1	0	1	0
2	U8730	Senior Administrative Coordinator I	3	0	3	3	0
2	U7995	Senior Administrative Coordinator II	3	0	3	3	0
2	U9041	Senior Classification and Compensation Analyst	1	0	1	1	0
Total (#)			114	26	88	85	29
Total (%)				22.8	77.2	74.6	25.4

(+) indicates this job title contains employees who are included from another facility.

**Texas A&M Engineering Extension Service**  
**Job Group Analysis**

Snapshot Date: 12/31/2021

**Job Group:** 013 - COMMUNICATION PROFESSIONAL STAFF

**EEO**

<b>Cat</b>	<b>Job Code</b>	<b>Job Title</b>	<b>Total</b>				
			<b>EMP</b>	<b>MALE</b>	<b>FEMALE</b>	<b>WHITE</b>	<b>MIN</b>
2	U8835	Communications Coordinator	1	0	1	1	0
2	U8836	Communications Specialist II	4	2	2	1	3
2	U8837	Communications Specialist III	1	1	0	1	0
2	U8839	E-Communications Specialist	1	1	0	1	0
2	U9383	Graphic Designer I	1	1	0	1	0
2	U9384	Graphic Designer II	1	0	1	0	1
<b>Total (#)</b>			<b>9</b>	<b>5</b>	<b>4</b>	<b>5</b>	<b>4</b>
<b>Total (%)</b>				<b>55.6</b>	<b>44.4</b>	<b>55.6</b>	<b>44.4</b>

(+) indicates this job title contains employees who are included from another facility.

**Texas A&M Engineering Extension Service  
Job Group Analysis**

Snapshot Date: 12/31/2021

**Job Group:** 014 - INFORMATION TECHNOLOGY PROFESSIONAL STAFF

			Total				
<b>EEO Cat</b>	<b>Job Code</b>	<b>Job Title</b>	<b>EMP</b>	<b>MALE</b>	<b>FEMALE</b>	<b>WHITE</b>	<b>MIN</b>
2	U9476	Data Analyst	1	0	1	0	1
2	U9478	Database Administrator II	1	1	0	1	0
2	U9490	IT Business Analyst II	2	1	1	1	1
2	U9499	IT Professional I	2	1	1	0	2
2	U9396	Multimedia Project Specialist II	1	0	1	1	0
2	U9518	Senior IT Professional II	1	1	0	1	0
2	U9522	Software Applications Developer II	3	2	1	3	0
2	U9523	Software Applications Developer III	2	1	1	1	1
2	U9524	Software Applications Developer IV	1	1	0	1	0
2	U9527	Systems Administrator II	1	1	0	1	0
2	U9529	Systems Administrator IV	1	1	0	0	1
2	U8885	Website Designer	1	0	1	1	0
<b>Total (#)</b>			<b>17</b>	<b>10</b>	<b>7</b>	<b>11</b>	<b>6</b>
<b>Total (%)</b>				<b>58.8</b>	<b>41.2</b>	<b>64.7</b>	<b>35.3</b>

(+) indicates this job title contains employees who are included from another facility.

**Texas A&M Engineering Extension Service**  
**Job Group Analysis**

Snapshot Date: 12/31/2021

**Job Group:** 021 - INSTRUCTIONAL STAFF

EEO			Total				
Cat	Job Code	Job Title	EMP	MALE	FEMALE	WHITE	MIN
2	U9468	Agency Instructor I	31	30	1	25	6
2	U7992	Agency Instructor II	25	19	6	17	8
2	U7993	Agency Instructor III	15	12	3	14	1
2	U7994	Agency Instructor IV	9	8	1	7	2
2	U9062	Training and Development Coordinator	2	0	2	1	1
2	U9063	Training Coordinator	17	14	3	15	2
Total (#)			99	83	16	79	20
Total (%)				83.8	16.2	79.8	20.2

(+) indicates this job title contains employees who are included from another facility.

**Texas A&M Engineering Extension Service**  
**Job Group Analysis**

Snapshot Date: 12/31/2021

**Job Group:** 023 - GENERAL OFFICE SUPPORT STAFF

			<b>Total</b>				
<b>EEO</b>							
<b>Cat</b>	<b>Job Code</b>	<b>Job Title</b>	<b>EMP</b>	<b>MALE</b>	<b>FEMALE</b>	<b>WHITE</b>	<b>MIN</b>
6	U1126	Administrative Associate I	3	1	2	2	1
6	U1127	Administrative Associate II	4	0	4	4	0
6	U1128	Administrative Associate III	5	0	5	4	1
6	U1129	Administrative Associate IV	4	0	4	2	2
6	U1130	Administrative Associate V	2	0	2	1	1
6	U1420	Business Associate III	5	0	5	2	3
6	U1146	Customer Service Associate I	6	0	6	5	1
6	U1147	Customer Service Associate II	1	0	1	0	1
6	U1148	Customer Service Associate III	3	0	3	0	3
6	U5442	International Student Advisor I	1	0	1	0	1
6	U2439	Storekeeper I	1	1	0	0	1
6	U2440	Storekeeper II	2	2	0	2	0
<b>Total (#)</b>			<b>37</b>	<b>4</b>	<b>33</b>	<b>22</b>	<b>15</b>
<b>Total (%)</b>				<b>10.8</b>	<b>89.2</b>	<b>59.5</b>	<b>40.5</b>

(+) indicates this job title contains employees who are included from another facility.

**Texas A&M Engineering Extension Service**  
**Job Group Analysis**

Snapshot Date: 12/31/2021

**Job Group:** 024 - COMMUNICATION SUPPORT TECHNICIANS

**EEO**

<b>Cat</b>	<b>Job Code</b>	<b>Job Title</b>	<b>Total</b>				
			<b>EMP</b>	<b>MALE</b>	<b>FEMALE</b>	<b>WHITE</b>	<b>MIN</b>
5	U3410	Computer Support Specialist	1	1	0	1	0
5	U3206	Human Resources Generalist I	2	0	2	1	1
5	U2438	Special Equipment Mechanic Foreman	1	1	0	1	0
<b>Total (#)</b>			<b>4</b>	<b>2</b>	<b>2</b>	<b>3</b>	<b>1</b>
<b>Total (%)</b>				<b>50.0</b>	<b>50.0</b>	<b>75.0</b>	<b>25.0</b>

(+) indicates this job title contains employees who are included from another facility.

**Texas A&M Engineering Extension Service**  
**Job Group Analysis**

Snapshot Date: 12/31/2021

**Job Group:** 025 - SKILLED TECHNICAL SUPPORT STAFF

EEO			Total				
Cat	Job Code	Job Title	EMP	MALE	FEMALE	WHITE	MIN
5	U1622	Printing Services Technician I	2	1	1	1	1
5	U1623	Printing Services Technician II	2	1	1	1	1
5	U1624	Printing Services Technician III	1	1	0	1	0
5	U1233	Teex Senior Field Medic	2	2	0	2	0
5	U3342	Training Support Foreman I	6	6	0	5	1
5	U3344	Training Support Technician I	12	12	0	9	3
5	U3336	Training Support Technician II	15	15	0	11	4
5	U5308	TX-TF Senior Technician I	1	1	0	1	0
5	U5309	TX-TF Senior Technician II	4	4	0	3	1
Total (#)			45	43	2	34	11
Total (%)				95.6	4.4	75.6	24.4

(+) indicates this job title contains employees who are included from another facility.

**Texas A&M Engineering Extension Service**  
**Job Group Analysis**

Snapshot Date: 12/31/2021

**Job Group:** 026 - BUILDING MAINTENANCE AND REPAIR TECHNICIANS

**EEO**

<b>EEO Cat</b>	<b>Job Code</b>	<b>Job Title</b>	<b>Total</b>				
			<b>EMP</b>	<b>MALE</b>	<b>FEMALE</b>	<b>WHITE</b>	<b>MIN</b>
7	U2319	Construction Foreman	1	1	0	1	0
7	U2320	Construction Technician	1	1	0	1	0
7	U2377	Maintenance Foreman II	1	1	0	0	1
7	U2378	Maintenance Worker I	9	9	0	6	3
7	U2379	Maintenance Worker II	4	4	0	4	0
7	U2506	Wastewater Treatment Plant Operator I	2	2	0	1	1
<b>Total (#)</b>			<b>18</b>	<b>18</b>	<b>0</b>	<b>13</b>	<b>5</b>
<b>Total (%)</b>				<b>100.0</b>	<b>0.0</b>	<b>72.2</b>	<b>27.8</b>

(+) indicates this job title contains employees who are included from another facility.



**Texas A&M Engineering Extension Service**  
**Job Group Analysis**

Snapshot Date: 12/31/2021

**Job Group:** 083 - MAINTENANCE

**EEO**

			Total				
<b>Cat</b>	<b>Job Code</b>	<b>Job Title</b>	<b>EMP</b>	<b>MALE</b>	<b>FEMALE</b>	<b>WHITE</b>	<b>MIN</b>
8	U2313	Building Specialist	2	2	0	0	2
Total (#)			2	2	0	0	2
Total (%)				100.0	0.0	0.0	100.0

(+) indicates this job title contains employees who are included from another facility.

**Texas A&M Engineering Extension Service  
Job Group Analysis Summary**

Snapshot Date: 12/31/2021

Job Group	Total										
	EMP	M	F	MIN	W	AA	H	A	NA	PI	2+
001 - EXECUTIVE STAFF	2	1	1	0	2	0	0	0	0	0	0
003 - ADMINISTRATIVE STAFF	14	8	6	1	13	0	1	0	0	0	0
004 - SENIOR ADMINISTRATIVE PROFESSIONAL STAFF	25	20	5	3	22	2	0	0	0	0	1
005 - ADMINISTRATIVE PROFESSIONAL STAFF	1	1	0	1	0	0	0	1	0	0	0
011 - MANAGERIAL STAFF	77	50	27	11	66	2	8	1	0	0	0
012 - PROFESSIONAL STAFF	114	26	88	29	85	6	18	3	0	0	2
013 - COMMUNICATION PROFESSIONAL STAFF	9	5	4	4	5	0	3	0	0	0	1
014 - INFORMATION TECHNOLOGY PROFESSIONAL STAFF	17	10	7	6	11	0	2	3	1	0	0
021 - INSTRUCTIONAL STAFF	99	83	16	20	79	3	13	0	1	0	3
023 - GENERAL OFFICE SUPPORT STAFF	37	4	33	15	22	3	11	0	0	0	1
024 - COMMUNICATION SUPPORT TECHNICIANS	4	2	2	1	3	0	1	0	0	0	0
025 - SKILLED TECHNICAL SUPPORT STAFF	45	43	2	11	34	1	8	1	1	0	0
026 - BUILDING MAINTENANCE AND REPAIR TECHNICIANS	18	18	0	5	13	1	3	0	0	0	1
083 - MAINTENANCE	2	2	0	2	0	0	2	0	0	0	0
<b>Total (#)</b>	<b>464</b>	<b>273</b>	<b>191</b>	<b>109</b>	<b>355</b>	<b>18</b>	<b>70</b>	<b>9</b>	<b>3</b>	<b>0</b>	<b>9</b>
<b>Total (%)</b>		<b>58.8</b>	<b>41.2</b>	<b>23.5</b>	<b>76.5</b>	<b>3.9</b>	<b>15.1</b>	<b>1.9</b>	<b>0.6</b>	<b>0.0</b>	<b>1.9</b>

**Texas A&M Engineering Extension Service**  
**ZIP Code Analysis**

Snapshot Date: 12/31/2021

**Data Used:** Employee

**Included Areas:**

<b>County/County Set</b>	<b>Count</b>	<b>Weight</b>	<b>Cut-Off Weight</b>
Brazos+Burleson+Robertson, Texas	333	71.92	90.00
Grimes+Lee+Milam+Washington, Texas	28	6.05	7.57
Harris, Texas	9	1.94	2.43
<b>Total:</b>	<b>370</b>	<b>79.91</b>	<b>100.00</b>

**Excluded Areas:**

<b>County/County Set</b>	<b>Count</b>	<b>Weight</b>	<b>Cut-Off Weight</b>
Dallas, Texas	7	1.51	0.00
Montgomery, Texas	6	1.30	0.00
Bexar, Texas	5	1.08	0.00
Houston+Madison+San Jacinto+Trinity, Texas	4	0.86	0.00
Tarrant, Texas	4	0.86	0.00
Williamson, Texas	4	0.86	0.00
Elmore, Alabama	2	0.43	0.00
Collin, Texas	2	0.43	0.00
Bell, Texas	2	0.43	0.00
Falls+McLennan, Texas	2	0.43	0.00
Walker, Texas	2	0.43	0.00
Galveston, Texas	2	0.43	0.00
Freestone+Leon+Limestone+Navarro, Texas	2	0.43	0.00
Comal, Texas	2	0.43	0.00
Kimble and Nearby Counties 50, Texas	2	0.43	0.00
Riverside, California	2	0.43	0.00
Wayne, New York	1	0.22	0.00
Allegheny, Pennsylvania	1	0.22	0.00
Montgomery, Pennsylvania	1	0.22	0.00
Bay, Florida	1	0.22	0.00

**Texas A&M Engineering Extension Service**  
**ZIP Code Analysis**

Snapshot Date: 12/31/2021

**Data Used:** Employee

**Excluded Areas:**

<b>County/County Set</b>	<b>Count</b>	<b>Weight</b>	<b>Cut-Off Weight</b>
Baldwin, Alabama	1	0.22	0.00
Hennepin, Minnesota	1	0.22	0.00
Assumption+Iberville+West Baton Rouge, Louisiana	1	0.22	0.00
Vermilion, Louisiana	1	0.22	0.00
Grant+Perry+Saline, Arkansas	1	0.22	0.00
Benton, Arkansas	1	0.22	0.00
Madison+Washington, Arkansas	1	0.22	0.00
Johnston and Nearby Counties, Oklahoma	1	0.22	0.00
Ellis, Texas	1	0.22	0.00
Kaufman, Texas	1	0.22	0.00
Franklin and Nearby Counties 50, Texas	1	0.22	0.00
Grayson, Texas	1	0.22	0.00
Rusk, Texas	1	0.22	0.00
Smith, Texas	1	0.22	0.00
Rains+Wood, Texas	1	0.22	0.00
Denton, Texas	1	0.22	0.00
Coryell+Lampasas, Texas	1	0.22	0.00
Bosque+Hamilton+Hill, Texas	1	0.22	0.00
Jackson+Matagorda+Wharton, Texas	1	0.22	0.00
Austin+Waller, Texas	1	0.22	0.00
Brazoria, Texas	1	0.22	0.00
Bandera+Kendall, Texas	1	0.22	0.00
Kerr, Texas	1	0.22	0.00
Webb, Texas	1	0.22	0.00
Atascosa, Texas	1	0.22	0.00
Medina, Texas	1	0.22	0.00

**Texas A&M Engineering Extension Service**  
**ZIP Code Analysis**

Snapshot Date: 12/31/2021

**Data Used:** Employee

**Excluded Areas:**

<b>County/County Set</b>	<b>Count</b>	<b>Weight</b>	<b>Cut-Off Weight</b>
Cameron, Texas	1	0.22	0.00
Bastrop+Caldwell, Texas	1	0.22	0.00
Travis, Texas	1	0.22	0.00
Gaines and Nearby Counties, Texas	1	0.22	0.00
Crosby+Lubbock+Lynn, Texas	1	0.22	0.00
Callahan+Jones+Taylor, Texas	1	0.22	0.00
El Paso+Hudspeth, Texas	1	0.22	0.00
Laramie, Wyoming	1	0.22	0.00
Bannock+Power, Idaho	1	0.22	0.00
Bernalillo, New Mexico	1	0.22	0.00
Torrance+Valencia, New Mexico	1	0.22	0.00
Santa Fe, New Mexico	1	0.22	0.00
Monterey, California	1	0.22	0.00
<b>Total:</b>	<b>93</b>	<b>20.09</b>	<b>0.00</b>
<b>Included and Excluded Total:</b>	<b>463</b>	<b>100.00</b>	<b>100.00</b>

**Texas A&M Engineering Extension Service**  
**Availability Analysis**

Snapshot Date: 12/31/2021

**Job Group:** 001 - EXECUTIVE STAFF

FACTOR	Raw (%)		FACTOR WEIGHT	Weighted (%)		SOURCE
	FEMALE	MINORITY		FEMALE	MINORITY	
<b><u>External Factors</u></b>						
Reasonable	34.7	26.0	50.00	17.4	13.0	National
<b><u>Internal Factors</u></b>						
Feeders	60.0	16.3	50.00	30.0	8.1	Feeders
<b>Final Availability (%)</b>			<b>100.00</b>	<b>47.4</b>	<b>21.2</b>	

**Texas A&M Engineering Extension Service**  
**Availability Analysis**

Snapshot Date: 12/31/2021

**Job Group:** 003 - ADMINISTRATIVE STAFF

	Raw (%)		FACTOR	Weighted (%)		
FACTOR	FEMALE	MINORITY	WEIGHT	FEMALE	MINORITY	SOURCE
<u>External Factors</u>						
Local	33.2	27.3	40.00	13.3	10.9	See Zip Code Analysis
Reasonable	32.4	23.1	40.00	13.0	9.2	National
<u>Internal Factors</u>						
Feeders	20.0	12.0	20.00	4.0	2.4	Feeders
Final Availability (%)			100.00	30.3	22.6	

**Texas A&M Engineering Extension Service**  
**Availability Analysis**

Snapshot Date: 12/31/2021

**Job Group:** 004 - SENIOR ADMINISTRATIVE PROFESSIONAL STAFF

	Raw (%)		FACTOR	Weighted (%)		
FACTOR	FEMALE	MINORITY	WEIGHT	FEMALE	MINORITY	SOURCE
<u>External Factors</u>						
Local	35.8	31.2	30.00	10.7	9.4	See Zip Code Analysis
Reasonable	35.0	25.2	10.00	3.5	2.5	National
<u>Internal Factors</u>						
Feeders	38.6	62.7	60.00	23.2	37.6	Feeders
Final Availability (%)			100.00	37.4	49.5	



**Texas A&M Engineering Extension Service**  
**Availability Analysis**

Snapshot Date: 12/31/2021

**Job Group:** 005 - ADMINISTRATIVE PROFESSIONAL STAFF

FACTOR	Raw (%)		FACTOR WEIGHT	Weighted (%)		SOURCE
	FEMALE	MINORITY		FEMALE	MINORITY	
<u>External Factors</u>						
Local	8.7	24.2	30.00	2.6	7.3	See Zip Code Analysis
Reasonable	28.4	28.5	60.00	17.0	17.1	National
<u>Internal Factors</u>						
Feeders	56.1	19.9	10.00	5.6	2.0	Feeders
Final Availability (%)			100.00	25.3	26.4	

**Texas A&M Engineering Extension Service  
Availability Analysis**

Snapshot Date: 12/31/2021

**Job Group:** 011 - MANAGERIAL STAFF

	Raw (%)		FACTOR	Weighted (%)		
FACTOR	FEMALE	MINORITY	WEIGHT	FEMALE	MINORITY	SOURCE
<u>External Factors</u>						
Local	36.8	47.3	50.00	18.4	23.6	See Zip Code Analysis
Reasonable	47.6	28.0	40.00	19.0	11.2	National
<u>Internal Factors</u>						
Feeders	77.2	25.4	10.00	7.7	2.5	Feeders
Final Availability (%)			100.00	45.2	37.4	

**Texas A&M Engineering Extension Service  
Availability Analysis**

Snapshot Date: 12/31/2021

**Job Group:** 012 - PROFESSIONAL STAFF

FACTOR	Raw (%)		FACTOR WEIGHT	Weighted (%)		SOURCE
	FEMALE	MINORITY		FEMALE	MINORITY	
<u>External Factors</u>						
Local	56.8	28.6	30.00	17.0	8.6	See Zip Code Analysis
Reasonable	59.6	32.2	60.00	35.8	19.3	National
<u>Internal Factors</u>						
Feeders	35.1	14.3	10.00	3.5	1.4	Feeders
Final Availability (%)			100.00	56.3	29.3	

**Texas A&M Engineering Extension Service  
Availability Analysis**

Snapshot Date: 12/31/2021

**Job Group:** 013 - COMMUNICATION PROFESSIONAL STAFF

FACTOR	Raw (%)		FACTOR WEIGHT	Weighted (%)		SOURCE
	FEMALE	MINORITY		FEMALE	MINORITY	
<u>External Factors</u>						
Local	37.8	56.8	50.00	18.9	28.4	See Zip Code Analysis
Reasonable	59.9	33.8	40.00	24.0	13.5	National
<u>Internal Factors</u>						
Feeders	50.0	25.0	10.00	5.0	2.5	Feeders
Final Availability (%)			100.00	47.9	44.4	

**Texas A&M Engineering Extension Service**  
**Availability Analysis**

Snapshot Date: 12/31/2021

**Job Group:** 014 - INFORMATION TECHNOLOGY PROFESSIONAL STAFF

	Raw (%)		FACTOR	Weighted (%)		
FACTOR	FEMALE	MINORITY	WEIGHT	FEMALE	MINORITY	SOURCE
<u>External Factors</u>						
Local	20.3	27.1	20.00	4.1	5.4	See Zip Code Analysis
Reasonable	24.1	35.7	60.00	14.5	21.4	National
<u>Internal Factors</u>						
Feeders	50.0	25.0	20.00	10.0	5.0	Feeders
Final Availability (%)			100.00	28.5	31.9	

**Texas A&M Engineering Extension Service  
Availability Analysis**

Snapshot Date: 12/31/2021

**Job Group:** 021 - INSTRUCTIONAL STAFF

	Raw (%)		FACTOR	Weighted (%)		
FACTOR	FEMALE	MINORITY	WEIGHT	FEMALE	MINORITY	SOURCE
<u>External Factors</u>						
Local	62.8	28.0	40.00	25.1	11.2	See Zip Code Analysis
Reasonable	61.5	31.7	40.00	24.6	12.7	National
<u>Internal Factors</u>						
Feeders	41.2	35.3	20.00	8.2	7.1	Feeders
Final Availability (%)			100.00	58.0	30.9	

**Texas A&M Engineering Extension Service**  
**Availability Analysis**

Snapshot Date: 12/31/2021

**Job Group:** 023 - GENERAL OFFICE SUPPORT STAFF

	Raw (%)		FACTOR	Weighted (%)		
FACTOR	FEMALE	MINORITY	WEIGHT	FEMALE	MINORITY	SOURCE
<u>External Factors</u>						
Local	77.7	29.5	40.00	31.1	11.8	See Zip Code Analysis
Reasonable	75.7	32.7	40.00	30.3	13.1	National
<u>Internal Factors</u>						
Feeders	56.1	19.9	20.00	11.2	4.0	Feeders
Final Availability (%)			100.00	72.6	28.8	

**Texas A&M Engineering Extension Service**  
**Availability Analysis**

Snapshot Date: 12/31/2021

**Job Group:** 024 - COMMUNICATION SUPPORT TECHNICIANS

FACTOR	Raw (%)		FACTOR WEIGHT	Weighted (%)		SOURCE
	FEMALE	MINORITY		FEMALE	MINORITY	
<u>External Factors</u>						
Local	41.3	24.6	80.00	33.1	19.7	See Zip Code Analysis
Reasonable	44.7	32.1	20.00	8.9	6.4	National
Final Availability (%)			100.00	42.0	26.1	



**Texas A&M Engineering Extension Service  
Availability Analysis**

Snapshot Date: 12/31/2021

**Job Group:** 025 - SKILLED TECHNICAL SUPPORT STAFF

FACTOR	Raw (%)		FACTOR WEIGHT	Weighted (%)		SOURCE
	FEMALE	MINORITY		FEMALE	MINORITY	
<u>External Factors</u>						
Local	6.5	41.3	80.00	5.2	33.1	See Zip Code Analysis
Reasonable	8.8	30.4	20.00	1.8	6.1	National
Final Availability (%)			100.00	7.0	39.1	

**Texas A&M Engineering Extension Service**  
**Availability Analysis**

Snapshot Date: 12/31/2021

**Job Group:** 026 - BUILDING MAINTENANCE AND REPAIR TECHNICIANS

FACTOR	Raw (%)		FACTOR WEIGHT	Weighted (%)		SOURCE
	FEMALE	MINORITY		FEMALE	MINORITY	
<u>External Factors</u>						
Local	3.7	35.3	80.00	2.9	28.2	See Zip Code Analysis
Reasonable	4.9	30.5	20.00	1.0	6.1	National
Final Availability (%)			100.00	3.9	34.3	

**Texas A&M Engineering Extension Service**  
**Availability Analysis**

Snapshot Date: 12/31/2021

**Job Group:** 083 - MAINTENANCE

FACTOR	Raw (%)		FACTOR WEIGHT	Weighted (%)		SOURCE
	FEMALE	MINORITY		FEMALE	MINORITY	
<u>External Factors</u>						
Local	4.0	38.0	80.00	3.2	30.4	See Zip Code Analysis
Reasonable	4.8	31.4	20.00	1.0	6.3	National
Final Availability (%)			100.00	4.2	36.7	

**Texas A&M Engineering Extension Service  
Internal Availability**

Snapshot Date: 12/31/2021

**AAP:** Texas A&M Engineering Extension Service

**Job Group:** 001 - EXECUTIVE STAFF

		Wght	Raw (%)										Weighted (%)									
Plan	Feeder	(%)	F	MIN	W	AA	H	A	NA	PI	2+	F	MIN	W	AA	H	A	NA	PI	2+		
Texas A&M Engineering E	003 - ADMINISTRATIVE S	50.00	42.9	7.1	92.9	0.0	7.1	0.0	0.0	0.0	0.0	21.4	3.6	46.4	0.0	3.6	0.0	0.0	0.0	0.0		
Texas A&M Engineering E	012 - PROFESSIONAL S	50.00	77.2	25.4	74.6	5.3	15.8	2.6	0.0	0.0	1.8	38.6	12.7	37.3	2.6	7.9	1.3	0.0	0.0	0.9		
Total:		100.00	60.0										16.3	83.7	2.6	11.5	1.3	0.0	0.0	0.9		

**Texas A&M Engineering Extension Service  
Internal Availability**

Snapshot Date: 12/31/2021

**AAP:** Texas A&M Engineering Extension Service

**Job Group:** 003 - ADMINISTRATIVE STAFF

Plan	Feeder	Wght (%)	Raw (%)									Weighted (%)								
			F	MIN	W	AA	H	A	NA	PI	2+	F	MIN	W	AA	H	A	NA	PI	2+
Texas A&M Engineering E	004 - SENIOR ADMINIST	100.00	20.0	12.0	88.0	8.0	0.0	0.0	0.0	0.0	4.0	20.0	12.0	88.0	8.0	0.0	0.0	0.0	0.0	4.0
Total:		100.00										20.0	12.0	88.0	8.0	0.0	0.0	0.0	0.0	4.0

**Texas A&M Engineering Extension Service  
Internal Availability**

Snapshot Date: 12/31/2021

**AAP:** Texas A&M Engineering Extension Service

**Job Group:** 004 - SENIOR ADMINISTRATIVE PROFESSIONAL STAFF

Plan	Feeder	Wght (%)	Raw (%)									Weighted (%)								
			F	MIN	W	AA	H	A	NA	PI	2+	F	MIN	W	AA	H	A	NA	PI	2+
Texas A&M Engineering E	005 - ADMINISTRATIVE P	50.00	0.0	100.0	0.0	0.0	0.0	100.0	0.0	0.0	0.0	0.0	50.0	0.0	0.0	0.0	50.0	0.0	0.0	0.0
Texas A&M Engineering E	012 - PROFESSIONAL S	50.00	77.2	25.4	74.6	5.3	15.8	2.6	0.0	0.0	1.8	38.6	12.7	37.3	2.6	7.9	1.3	0.0	0.0	0.9
<b>Total:</b>		<b>100.00</b>										<b>38.6</b>	<b>62.7</b>	<b>37.3</b>	<b>2.6</b>	<b>7.9</b>	<b>51.3</b>	<b>0.0</b>	<b>0.0</b>	<b>0.9</b>

**Texas A&M Engineering Extension Service  
Internal Availability**

Snapshot Date: 12/31/2021

**AAP:** Texas A&M Engineering Extension Service

**Job Group:** 005 - ADMINISTRATIVE PROFESSIONAL STAFF

Plan	Feeder	Wght (%)	Raw (%)									Weighted (%)								
			F	MIN	W	AA	H	A	NA	PI	2+	F	MIN	W	AA	H	A	NA	PI	2+
Texas A&M Engineering E	011 - MANAGERIAL STAF	50.00	35.1	14.3	85.7	2.6	10.4	1.3	0.0	0.0	0.0	17.5	7.1	42.9	1.3	5.2	0.6	0.0	0.0	0.0
Texas A&M Engineering E	012 - PROFESSIONAL S	50.00	77.2	25.4	74.6	5.3	15.8	2.6	0.0	0.0	1.8	38.6	12.7	37.3	2.6	7.9	1.3	0.0	0.0	0.9
<b>Total:</b>		<b>100.00</b>										<b>56.1</b>	<b>19.9</b>	<b>80.1</b>	<b>3.9</b>	<b>13.1</b>	<b>2.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.9</b>

**Texas A&M Engineering Extension Service  
Internal Availability**

Snapshot Date: 12/31/2021

**AAP:** Texas A&M Engineering Extension Service

**Job Group:** 011 - MANAGERIAL STAFF

Plan	Feeder	Wght (%)	Raw (%)									Weighted (%)								
			F	MIN	W	AA	H	A	NA	PI	2+	F	MIN	W	AA	H	A	NA	PI	2+
Texas A&M Engineering E	012 - PROFESSIONAL S	100.00	77.2	25.4	74.6	5.3	15.8	2.6	0.0	0.0	1.8	77.2	25.4	74.6	5.3	15.8	2.6	0.0	0.0	1.8
<b>Total:</b>		<b>100.00</b>										<b>77.2</b>	<b>25.4</b>	<b>74.6</b>	<b>5.3</b>	<b>15.8</b>	<b>2.6</b>	<b>0.0</b>	<b>0.0</b>	<b>1.8</b>



**Texas A&M Engineering Extension Service  
Internal Availability**

Snapshot Date: 12/31/2021

**AAP:** Texas A&M Engineering Extension Service

**Job Group:** 012 - PROFESSIONAL STAFF

Plan	Feeder	Wght (%)	Raw (%)									Weighted (%)								
			F	MIN	W	AA	H	A	NA	PI	2+	F	MIN	W	AA	H	A	NA	PI	2+
Texas A&M Engineering E	011 - MANAGERIAL STAF	100.00	35.1	14.3	85.7	2.6	10.4	1.3	0.0	0.0	0.0	35.1	14.3	85.7	2.6	10.4	1.3	0.0	0.0	0.0
<b>Total:</b>		<b>100.00</b>										<b>35.1</b>	<b>14.3</b>	<b>85.7</b>	<b>2.6</b>	<b>10.4</b>	<b>1.3</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

**Texas A&M Engineering Extension Service  
Internal Availability**

Snapshot Date: 12/31/2021

**AAP:** Texas A&M Engineering Extension Service

**Job Group:** 013 - COMMUNICATION PROFESSIONAL STAFF

Plan	Feeder	Wght (%)	Raw (%)									Weighted (%)								
			F	MIN	W	AA	H	A	NA	PI	2+	F	MIN	W	AA	H	A	NA	PI	2+
Texas A&M Engineering E	024 - COMMUNICATION	100.00	50.0	25.0	75.0	0.0	25.0	0.0	0.0	0.0	0.0	50.0	25.0	75.0	0.0	25.0	0.0	0.0	0.0	0.0
Total:		100.00										50.0	25.0	75.0	0.0	25.0	0.0	0.0	0.0	0.0

**Texas A&M Engineering Extension Service  
Internal Availability**

Snapshot Date: 12/31/2021

**AAP:** Texas A&M Engineering Extension Service

**Job Group:** 014 - INFORMATION TECHNOLOGY PROFESSIONAL STAFF

Plan	Feeder	Wght (%)	Raw (%)									Weighted (%)								
			F	MIN	W	AA	H	A	NA	PI	2+	F	MIN	W	AA	H	A	NA	PI	2+
Texas A&M Engineering E	024 - COMMUNICATION	100.00	50.0	25.0	75.0	0.0	25.0	0.0	0.0	0.0	0.0	50.0	25.0	75.0	0.0	25.0	0.0	0.0	0.0	0.0
Total:		100.00										50.0	25.0	75.0	0.0	25.0	0.0	0.0	0.0	0.0

**Texas A&M Engineering Extension Service  
Internal Availability**

Snapshot Date: 12/31/2021

**AAP:** Texas A&M Engineering Extension Service

**Job Group:** 021 - INSTRUCTIONAL STAFF

Plan	Feeder	Wght (%)	Raw (%)									Weighted (%)								
			F	MIN	W	AA	H	A	NA	PI	2+	F	MIN	W	AA	H	A	NA	PI	2+
Texas A&M Engineering E	014 - INFORMATION TEC	100.00	41.2	35.3	64.7	0.0	11.8	17.6	5.9	0.0	0.0	41.2	35.3	64.7	0.0	11.8	17.6	5.9	0.0	0.0
<b>Total:</b>		<b>100.00</b>										<b>41.2</b>	<b>35.3</b>	<b>64.7</b>	<b>0.0</b>	<b>11.8</b>	<b>17.6</b>	<b>5.9</b>	<b>0.0</b>	<b>0.0</b>

**Texas A&M Engineering Extension Service  
Internal Availability**

Snapshot Date: 12/31/2021

**AAP:** Texas A&M Engineering Extension Service

**Job Group:** 023 - GENERAL OFFICE SUPPORT STAFF

		Wght	Raw (%)										Weighted (%)									
Plan	Feeder	(%)	F	MIN	W	AA	H	A	NA	PI	2+	F	MIN	W	AA	H	A	NA	PI	2+		
Texas A&M Engineering E	011 - MANAGERIAL STAF	50.00	35.1	14.3	85.7	2.6	10.4	1.3	0.0	0.0	0.0	17.5	7.1	42.9	1.3	5.2	0.6	0.0	0.0	0.0		
Texas A&M Engineering E	012 - PROFESSIONAL S	50.00	77.2	25.4	74.6	5.3	15.8	2.6	0.0	0.0	1.8	38.6	12.7	37.3	2.6	7.9	1.3	0.0	0.0	0.9		
Total:		100.00	56.1										19.9	80.1	3.9	13.1	2.0	0.0	0.0	0.9		

**Texas A&M Engineering Extension Service**  
**Comparison of Incumbency to Availability**

Snapshot Date: 12/31/2021

**Job Group:** 001 - EXECUTIVE STAFF  
**Test:** Whole Person  
**Total Employees:** 2

	Total	
	FEMALE	MINORITY
Employees (#)	1	0
Employees (%)	50.0	0.0
Availability (%) Representation	47.4	21.2
Test: Whole Person	NO	NO

**Texas A&M Engineering Extension Service  
Comparison of Incumbency to Availability**

Snapshot Date: 12/31/2021

**Job Group:** 003 - ADMINISTRATIVE STAFF  
**Test:** Whole Person  
**Total Employees:** 14

Total		
	FEMALE	MINORITY
Employees (#)	6	1
Employees (%)	42.9	7.1
Availability (%) Representation	30.3	22.6
Test: Whole Person	NO	YES

**Texas A&M Engineering Extension Service  
Comparison of Incumbency to Availability**

Snapshot Date: 12/31/2021

**Job Group:** 004 - SENIOR ADMINISTRATIVE PROFESSIONAL STAFF  
**Test:** Whole Person  
**Total Employees:** 25

	Total	
	FEMALE	MINORITY
Employees (#)	5	3
Employees (%)	20.0	12.0
Availability (%) Representation	37.4	49.5
Test: Whole Person	YES	YES



**Texas A&M Engineering Extension Service**  
**Comparison of Incumbency to Availability**

Snapshot Date: 12/31/2021

**Job Group:** 005 - ADMINISTRATIVE PROFESSIONAL STAFF  
**Test:** Whole Person  
**Total Employees:** 1

	Total	
	FEMALE	MINORITY
Employees (#)	0	1
Employees (%)	0.0	100.0
Availability (%) Representation	25.3	26.4
Test: Whole Person	NO	NO

**Texas A&M Engineering Extension Service  
Comparison of Incumbency to Availability**

Snapshot Date: 12/31/2021

**Job Group:** 011 - MANAGERIAL STAFF  
**Test:** Whole Person  
**Total Employees:** 77

	Total	
	FEMALE	MINORITY
Employees (#)	27	11
Employees (%)	35.1	14.3
Availability (%) Representation	45.2	37.4
Test: Whole Person	YES	YES

**Texas A&M Engineering Extension Service**  
**Comparison of Incumbency to Availability**

Snapshot Date: 12/31/2021

**Job Group:** 012 - PROFESSIONAL STAFF  
**Test:** Whole Person  
**Total Employees:** 114

	Total	
	FEMALE	MINORITY
Employees (#)	88	29
Employees (%)	77.2	25.4
Availability (%) Representation	56.3	29.3
Test: Whole Person	NO	YES

**Texas A&M Engineering Extension Service**  
**Comparison of Incumbency to Availability**

Snapshot Date: 12/31/2021

**Job Group:** 013 - COMMUNICATION PROFESSIONAL STAFF  
**Test:** Whole Person  
**Total Employees:** 9

	Total	
	FEMALE	MINORITY
Employees (#)	4	4
Employees (%)	44.4	44.4
Availability (%) Representation	47.9	44.4
Test: Whole Person	NO	NO

**Texas A&M Engineering Extension Service  
Comparison of Incumbency to Availability**

Snapshot Date: 12/31/2021

**Job Group:** 014 - INFORMATION TECHNOLOGY PROFESSIONAL STAFF  
**Test:** Whole Person  
**Total Employees:** 17

	Total	
	FEMALE	MINORITY
Employees (#)	7	6
Employees (%)	41.2	35.3
Availability (%) Representation	28.5	31.9
Test: Whole Person	NO	NO

**Texas A&M Engineering Extension Service**  
**Comparison of Incumbency to Availability**

Snapshot Date: 12/31/2021

**Job Group:** 021 - INSTRUCTIONAL STAFF  
**Test:** Whole Person  
**Total Employees:** 99

Total		
	FEMALE	MINORITY
Employees (#)	16	20
Employees (%)	16.2	20.2
Availability (%) Representation	58.0	30.9
Test: Whole Person	YES	YES

**Texas A&M Engineering Extension Service  
Comparison of Incumbency to Availability**

Snapshot Date: 12/31/2021

**Job Group:** 023 - GENERAL OFFICE SUPPORT STAFF  
**Test:** Whole Person  
**Total Employees:** 37

	<b>Total</b>	
	<b>FEMALE</b>	<b>MINORITY</b>
Employees (#)	33	15
Employees (%)	89.2	40.5
Availability (%) Representation	72.6	28.8
Test: Whole Person	NO	NO

**Texas A&M Engineering Extension Service**  
**Comparison of Incumbency to Availability**

Snapshot Date: 12/31/2021

**Job Group:** 024 - COMMUNICATION SUPPORT TECHNICIANS  
**Test:** Whole Person  
**Total Employees:** 4

	Total	
	FEMALE	MINORITY
Employees (#)	2	1
Employees (%)	50.0	25.0
Availability (%) Representation	42.0	26.1
Test: Whole Person	NO	NO



**Texas A&M Engineering Extension Service  
Comparison of Incumbency to Availability**

Snapshot Date: 12/31/2021

**Job Group:** 025 - SKILLED TECHNICAL SUPPORT STAFF  
**Test:** Whole Person  
**Total Employees:** 45

Total		
	FEMALE	MINORITY
Employees (#)	2	11
Employees (%)	4.4	24.4
Availability (%) Representation	7.0	39.1
Test: Whole Person	YES	YES

**Texas A&M Engineering Extension Service**  
**Comparison of Incumbency to Availability**

Snapshot Date: 12/31/2021

**Job Group:** 026 - BUILDING MAINTENANCE AND REPAIR TECHNICIANS  
**Test:** Whole Person  
**Total Employees:** 18

	Total	
	FEMALE	MINORITY
Employees (#)	0	5
Employees (%)	0.0	27.8
Availability (%) Representation	3.9	34.3
Test: Whole Person	NO	YES

**Texas A&M Engineering Extension Service  
Comparison of Incumbency to Availability**

Snapshot Date: 12/31/2021

**Job Group:** 083 - MAINTENANCE  
**Test:** Whole Person  
**Total Employees:** 2

	<b>Total</b>	
	<b>FEMALE</b>	<b>MINORITY</b>
Employees (#)	0	2
Employees (%)	0.0	100.0
Availability (%) Representation	4.2	36.7
Test: Whole Person	NO	NO

**Texas A&M Engineering Extension Service**  
**Personnel Transactions Summary**

Snapshot Date: 12/31/2021

Job Group: 001 - EXECUTIVE STAFF

Transaction Dates: 01/01/2021 To 12/31/2021

	<i>Applicants</i>				<i>Hires</i>			<i>Terminations (I)</i>			<i>Terminations (V)</i>		
	Males	Females	UNKNOWN (GENDER)	TOTAL RACE	Males	Females	TOTAL RACE	Males	Females	TOTAL RACE	Males	Females	TOTAL RACE
White	0	0	0	0	0	0	0	0	0	0	0	0	0
Afr. Amer.	0	0	0	0	0	0	0	0	0	0	0	0	0
Hispanic	0	0	0	0	0	0	0	0	0	0	0	0	0
Asian	0	0	0	0	0	0	0	0	0	0	0	0	0
Nat. Amer.	0	0	0	0	0	0	0	0	0	0	0	0	0
NHOPI	0	0	0	0	0	0	0	0	0	0	0	0	0
Two or More	0	0	0	0	0	0	0	0	0	0	0	0	0
Unknown (Race)	0	0	0	0									
<b>Total</b>	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Total Minority</b>	0	0	0	0	0	0	0	0	0	0	0	0	0

	<i>Promotions From</i>			<i>Promotions Into</i>			<i>Promotions Within</i>		
	Males	Females	TOTAL RACE	Males	Females	TOTAL RACE	Males	Females	TOTAL RACE
White	0	0	0	0	1	1	0	0	0
Afr. Amer.	0	0	0	0	0	0	0	0	0
Hispanic	0	0	0	0	0	0	0	0	0
Asian	0	0	0	0	0	0	0	0	0
Nat. Amer.	0	0	0	0	0	0	0	0	0
NHOPI	0	0	0	0	0	0	0	0	0
Two or More	0	0	0	0	0	0	0	0	0
<b>Total</b>	0	0	0	0	1	1	0	0	0
<b>Total Minority</b>	0	0	0	0	0	0	0	0	0

**Texas A&M Engineering Extension Service**  
**Personnel Transactions Summary**

Snapshot Date: 12/31/2021

**Job Group: 003 - ADMINISTRATIVE STAFF**

**Transaction Dates: 01/01/2021 To 12/31/2021**

	<i>Applicants</i>				<i>Hires</i>			<i>Terminations (I)</i>			<i>Terminations (V)</i>		
	Males	Females	UNKNOWN (GENDER)	TOTAL RACE	Males	Females	TOTAL RACE	Males	Females	TOTAL RACE	Males	Females	TOTAL RACE
White	1	0	0	1	0	0	0	0	0	0	0	0	0
Afr. Amer.	0	0	0	0	0	0	0	0	0	0	0	0	0
Hispanic	0	0	0	0	0	0	0	0	0	0	0	0	0
Asian	0	0	0	0	0	0	0	0	0	0	0	0	0
Nat. Amer.	0	0	0	0	0	0	0	0	0	0	0	0	0
NHOPI	0	0	0	0	0	0	0	0	0	0	0	0	0
Two or More	0	0	0	0	0	0	0	0	0	0	0	0	0
Unknown (Race)	0	0	0	0									
<b>Total</b>	1	0	0	1	0	0	0	0	0	0	0	0	0
<b>Total Minority</b>	0	0	0	0	0	0	0	0	0	0	0	0	0

	<i>Promotions From</i>			<i>Promotions Into</i>			<i>Promotions Within</i>		
	Males	Females	TOTAL RACE	Males	Females	TOTAL RACE	Males	Females	TOTAL RACE
White	2	0	2	1	0	1	0	0	0
Afr. Amer.	1	0	1	0	0	0	0	0	0
Hispanic	0	0	0	0	0	0	0	0	0
Asian	0	0	0	0	0	0	0	0	0
Nat. Amer.	0	0	0	0	0	0	0	0	0
NHOPI	0	0	0	0	0	0	0	0	0
Two or More	0	0	0	0	0	0	0	0	0
<b>Total</b>	3	0	3	1	0	1	0	0	0
<b>Total Minority</b>	1	0	1	0	0	0	0	0	0

**Texas A&M Engineering Extension Service**  
**Personnel Transactions Summary**

Snapshot Date: 12/31/2021

**Job Group:** 004 - SENIOR ADMINISTRATIVE PROFESSIONAL STAFF

**Transaction Dates:** 01/01/2021 To 12/31/2021

	<i>Applicants</i>				<i>Hires</i>			<i>Terminations (I)</i>			<i>Terminations (V)</i>		
	Males	Females	UNKNOWN (GENDER)	TOTAL RACE	Males	Females	TOTAL RACE	Males	Females	TOTAL RACE	Males	Females	TOTAL RACE
White	0	0	0	0	0	0	0	0	0	0	3	0	3
Afr. Amer.	0	0	0	0	0	0	0	0	0	0	0	0	0
Hispanic	0	0	0	0	0	0	0	0	0	0	0	0	0
Asian	0	0	0	0	0	0	0	0	0	0	0	0	0
Nat. Amer.	0	0	0	0	0	0	0	0	0	0	0	1	1
NHOPI	0	0	0	0	0	0	0	0	0	0	0	0	0
Two or More	0	0	0	0	0	0	0	0	0	0	0	0	0
Unknown (Race)	0	0	0	0									
<b>Total</b>	0	0	0	0	0	0	0	0	0	0	3	1	4
<b>Total Minority</b>	0	0	0	0	0	0	0	0	0	0	0	1	1

	<i>Promotions From</i>			<i>Promotions Into</i>			<i>Promotions Within</i>		
	Males	Females	TOTAL RACE	Males	Females	TOTAL RACE	Males	Females	TOTAL RACE
White	1	1	2	4	0	4	0	0	0
Afr. Amer.	0	0	0	1	0	1	0	0	0
Hispanic	0	0	0	0	0	0	0	0	0
Asian	0	0	0	0	0	0	0	0	0
Nat. Amer.	0	0	0	0	0	0	0	0	0
NHOPI	0	0	0	0	0	0	0	0	0
Two or More	0	0	0	0	0	0	0	0	0
<b>Total</b>	1	1	2	5	0	5	0	0	0
<b>Total Minority</b>	0	0	0	1	0	1	0	0	0

**Texas A&M Engineering Extension Service**  
**Personnel Transactions Summary**

Snapshot Date: 12/31/2021

**Job Group: 005 - ADMINISTRATIVE PROFESSIONAL STAFF**

**Transaction Dates: 01/01/2021 To 12/31/2021**

	<i>Applicants</i>				<i>Hires</i>			<i>Terminations (I)</i>			<i>Terminations (V)</i>		
	Males	Females	UNKNOWN (GENDER)	TOTAL RACE	Males	Females	TOTAL RACE	Males	Females	TOTAL RACE	Males	Females	TOTAL RACE
White	0	0	0	0	0	0	0	0	0	0	0	0	0
Afr. Amer.	0	0	0	0	0	0	0	0	0	0	0	0	0
Hispanic	0	0	0	0	0	0	0	0	0	0	0	0	0
Asian	0	0	0	0	0	0	0	0	0	0	0	0	0
Nat. Amer.	0	0	0	0	0	0	0	0	0	0	0	0	0
NHOPI	0	0	0	0	0	0	0	0	0	0	0	0	0
Two or More	0	0	0	0	0	0	0	0	0	0	0	0	0
Unknown (Race)	0	0	0	0									
<b>Total</b>	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Total Minority</b>	0	0	0	0	0	0	0	0	0	0	0	0	0

	<i>Promotions From</i>			<i>Promotions Into</i>			<i>Promotions Within</i>		
	Males	Females	TOTAL RACE	Males	Females	TOTAL RACE	Males	Females	TOTAL RACE
White	0	0	0	0	0	0	0	0	0
Afr. Amer.	0	0	0	0	0	0	0	0	0
Hispanic	0	0	0	0	0	0	0	0	0
Asian	0	0	0	0	0	0	0	0	0
Nat. Amer.	0	0	0	0	0	0	0	0	0
NHOPI	0	0	0	0	0	0	0	0	0
Two or More	0	0	0	0	0	0	0	0	0
<b>Total</b>	0	0	0	0	0	0	0	0	0
<b>Total Minority</b>	0	0	0	0	0	0	0	0	0

**Texas A&M Engineering Extension Service**  
**Personnel Transactions Summary**

Snapshot Date: 12/31/2021

Job Group: 011 - MANAGERIAL STAFF

Transaction Dates: 01/01/2021 To 12/31/2021

	<i>Applicants</i>				<i>Hires</i>			<i>Terminations (I)</i>			<i>Terminations (V)</i>		
	Males	Females	UNKNOWN (GENDER)	TOTAL RACE	Males	Females	TOTAL RACE	Males	Females	TOTAL RACE	Males	Females	TOTAL RACE
White	33	17	0	50	6	0	6	0	0	0	2	1	3
Afr. Amer.	1	1	0	2	0	0	0	0	0	0	0	0	0
Hispanic	6	4	0	10	0	0	0	0	0	0	0	0	0
Asian	0	1	0	1	0	0	0	0	0	0	0	0	0
Nat. Amer.	0	0	0	0	0	0	0	0	0	0	0	0	0
NHOPI	0	1	0	1	0	0	0	0	0	0	0	0	0
Two or More	0	1	0	1	0	0	0	0	0	0	0	0	0
Unknown (Race)	5	1	5	11									
<b>Total</b>	45	26	5	76	6	0	6	0	0	0	2	1	3
<b>Total Minority</b>	7	8	0	15	0	0	0	0	0	0	0	0	0

	<i>Promotions From</i>			<i>Promotions Into</i>			<i>Promotions Within</i>		
	Males	Females	TOTAL RACE	Males	Females	TOTAL RACE	Males	Females	TOTAL RACE
White	4	0	4	3	2	5	0	0	0
Afr. Amer.	0	0	0	0	0	0	0	0	0
Hispanic	0	0	0	1	1	2	0	0	0
Asian	0	0	0	1	0	1	0	0	0
Nat. Amer.	0	0	0	0	0	0	0	0	0
NHOPI	0	0	0	0	0	0	0	0	0
Two or More	0	0	0	0	0	0	0	0	0
<b>Total</b>	4	0	4	5	3	8	0	0	0
<b>Total Minority</b>	0	0	0	2	1	3	0	0	0



**Texas A&M Engineering Extension Service**  
**Personnel Transactions Summary**

Snapshot Date: 12/31/2021

Job Group: 012 - PROFESSIONAL STAFF

Transaction Dates: 01/01/2021 To 12/31/2021

	<i>Applicants</i>				<i>Hires</i>			<i>Terminations (I)</i>			<i>Terminations (V)</i>		
	Males	Females	UNKNOWN (GENDER)	TOTAL RACE	Males	Females	TOTAL RACE	Males	Females	TOTAL RACE	Males	Females	TOTAL RACE
White	26	57	0	83	2	6	8	0	1	1	2	4	6
Afr. Amer.	0	6	0	6	0	0	0	0	0	0	0	0	0
Hispanic	18	20	0	38	1	2	3	0	0	0	1	1	2
Asian	2	4	0	6	0	2	2	0	0	0	1	2	3
Nat. Amer.	0	0	0	0	0	0	0	0	0	0	0	0	0
NHOPI	0	0	0	0	0	0	0	0	0	0	0	0	0
Two or More	0	1	0	1	0	0	0	0	0	0	0	0	0
Unknown (Race)	4	6	7	17									
<b>Total</b>	50	94	7	151	3	10	13	0	1	1	4	7	11
<b>Total Minority</b>	20	31	0	51	1	4	5	0	0	0	2	3	5

	<i>Promotions From</i>			<i>Promotions Into</i>			<i>Promotions Within</i>		
	Males	Females	TOTAL RACE	Males	Females	TOTAL RACE	Males	Females	TOTAL RACE
White	0	3	3	2	2	4	0	8	8
Afr. Amer.	0	0	0	0	0	0	0	0	0
Hispanic	0	1	1	0	0	0	0	0	0
Asian	1	0	1	0	0	0	0	0	0
Nat. Amer.	0	0	0	0	0	0	0	0	0
NHOPI	0	0	0	0	0	0	0	0	0
Two or More	0	0	0	1	0	1	0	0	0
<b>Total</b>	1	4	5	3	2	5	0	8	8
<b>Total Minority</b>	1	1	2	1	0	1	0	0	0

**Texas A&M Engineering Extension Service**  
**Personnel Transactions Summary**

Snapshot Date: 12/31/2021

Job Group: 013 - COMMUNICATION PROFESSIONAL STAFF

Transaction Dates: 01/01/2021 To 12/31/2021

	<i>Applicants</i>				<i>Hires</i>			<i>Terminations (I)</i>			<i>Terminations (V)</i>		
	Males	Females	UNKNOWN (GENDER)	TOTAL RACE	Males	Females	TOTAL RACE	Males	Females	TOTAL RACE	Males	Females	TOTAL RACE
White	5	7	0	12	0	1	1	0	0	0	0	1	1
Afr. Amer.	0	0	0	0	0	0	0	0	0	0	0	0	0
Hispanic	3	0	0	3	0	0	0	0	0	0	0	0	0
Asian	0	0	0	0	0	0	0	0	0	0	0	0	0
Nat. Amer.	0	0	0	0	0	0	0	0	0	0	0	0	0
NHOPI	0	0	0	0	0	0	0	0	0	0	0	0	0
Two or More	1	0	0	1	0	0	0	0	0	0	0	0	0
Unknown (Race)	0	0	1	1									
<b>Total</b>	9	7	1	17	0	1	1	0	0	0	0	1	1
<b>Total Minority</b>	4	0	0	4	0	0	0	0	0	0	0	0	0

	<i>Promotions From</i>			<i>Promotions Into</i>			<i>Promotions Within</i>		
	Males	Females	TOTAL RACE	Males	Females	TOTAL RACE	Males	Females	TOTAL RACE
White	0	0	0	0	0	0	0	0	0
Afr. Amer.	0	0	0	0	0	0	0	0	0
Hispanic	0	0	0	0	0	0	0	1	1
Asian	0	0	0	0	0	0	0	0	0
Nat. Amer.	0	0	0	0	0	0	0	0	0
NHOPI	0	0	0	0	0	0	0	0	0
Two or More	0	0	0	0	0	0	0	0	0
<b>Total</b>	0	0	0	0	0	0	0	1	1
<b>Total Minority</b>	0	0	0	0	0	0	0	1	1

**Texas A&M Engineering Extension Service**  
**Personnel Transactions Summary**

Snapshot Date: 12/31/2021

**Job Group:** 014 - INFORMATION TECHNOLOGY PROFESSIONAL STAFF

**Transaction Dates:** 01/01/2021 To 12/31/2021

	<i>Applicants</i>				<i>Hires</i>			<i>Terminations (I)</i>			<i>Terminations (V)</i>		
	Males	Females	UNKNOWN (GENDER)	TOTAL RACE	Males	Females	TOTAL RACE	Males	Females	TOTAL RACE	Males	Females	TOTAL RACE
White	0	0	0	0	1	0	1	0	0	0	2	0	2
Afr. Amer.	0	0	0	0	0	0	0	0	0	0	0	0	0
Hispanic	0	0	0	0	0	0	0	0	0	0	0	0	0
Asian	0	0	0	0	0	0	0	0	0	0	0	0	0
Nat. Amer.	0	0	0	0	0	0	0	0	0	0	0	0	0
NHOPI	0	0	0	0	0	0	0	0	0	0	0	0	0
Two or More	0	0	0	0	0	0	0	0	0	0	0	0	0
Unknown (Race)	0	0	0	0									
<b>Total</b>	0	0	0	0	1	0	1	0	0	0	2	0	2
<b>Total Minority</b>	0	0	0	0	0	0	0	0	0	0	0	0	0

	<i>Promotions From</i>			<i>Promotions Into</i>			<i>Promotions Within</i>		
	Males	Females	TOTAL RACE	Males	Females	TOTAL RACE	Males	Females	TOTAL RACE
White	0	0	0	0	0	0	0	0	0
Afr. Amer.	0	0	0	0	0	0	0	0	0
Hispanic	0	0	0	0	0	0	0	0	0
Asian	0	0	0	0	1	1	0	0	0
Nat. Amer.	0	0	0	0	0	0	0	0	0
NHOPI	0	0	0	0	0	0	0	0	0
Two or More	0	0	0	0	0	0	0	0	0
<b>Total</b>	0	0	0	0	1	1	0	0	0
<b>Total Minority</b>	0	0	0	0	1	1	0	0	0

**Texas A&M Engineering Extension Service**  
**Personnel Transactions Summary**

Snapshot Date: 12/31/2021

**Job Group:** 015 - MED, HEALTH, AND SOCIAL SERVICES PROFESSIONAL

**Transaction Dates:** 01/01/2021 To 12/31/2021

	<i>Applicants</i>				<i>Hires</i>			<i>Terminations (I)</i>			<i>Terminations (V)</i>		
	Males	Females	UNKNOWN (GENDER)	TOTAL RACE	Males	Females	TOTAL RACE	Males	Females	TOTAL RACE	Males	Females	TOTAL RACE
White	1	0	0	1	0	0	0	0	0	0	0	1	1
Afr. Amer.	0	0	0	0	0	0	0	0	0	0	0	0	0
Hispanic	0	0	0	0	0	0	0	0	0	0	0	0	0
Asian	0	0	0	0	0	0	0	0	0	0	0	0	0
Nat. Amer.	0	0	0	0	0	0	0	0	0	0	0	0	0
NHOPI	0	0	0	0	0	0	0	0	0	0	0	0	0
Two or More	0	0	0	0	0	0	0	0	0	0	0	0	0
Unknown (Race)	0	0	0	0									
<b>Total</b>	1	0	0	1	0	0	0	0	0	0	0	1	1
<b>Total Minority</b>	0	0	0	0	0	0	0	0	0	0	0	0	0

	<i>Promotions From</i>			<i>Promotions Into</i>			<i>Promotions Within</i>		
	Males	Females	TOTAL RACE	Males	Females	TOTAL RACE	Males	Females	TOTAL RACE
White	0	0	0	0	0	0	0	0	0
Afr. Amer.	0	0	0	0	0	0	0	0	0
Hispanic	0	0	0	0	0	0	0	0	0
Asian	0	0	0	0	0	0	0	0	0
Nat. Amer.	0	0	0	0	0	0	0	0	0
NHOPI	0	0	0	0	0	0	0	0	0
Two or More	0	0	0	0	0	0	0	0	0
<b>Total</b>	0	0	0	0	0	0	0	0	0
<b>Total Minority</b>	0	0	0	0	0	0	0	0	0

**Texas A&M Engineering Extension Service**  
**Personnel Transactions Summary**

Snapshot Date: 12/31/2021

Job Group: 021 - INSTRUCTIONAL STAFF

Transaction Dates: 01/01/2021 To 12/31/2021

	<i>Applicants</i>				<i>Hires</i>			<i>Terminations (I)</i>			<i>Terminations (V)</i>		
	Males	Females	UNKNOWN (GENDER)	TOTAL RACE	Males	Females	TOTAL RACE	Males	Females	TOTAL RACE	Males	Females	TOTAL RACE
White	78	9	1	88	11	0	11	3	0	3	12	1	13
Afr. Amer.	8	3	0	11	0	1	1	0	0	0	0	0	0
Hispanic	22	3	0	25	2	0	2	0	0	0	0	0	0
Asian	1	1	0	2	0	0	0	0	0	0	0	0	0
Nat. Amer.	0	0	0	0	0	0	0	0	0	0	0	0	0
NHOPI	0	0	0	0	0	0	0	0	0	0	0	0	0
Two or More	4	2	0	6	0	0	0	0	0	0	0	0	0
Unknown (Race)	5	1	1	7									
<b>Total</b>	118	19	2	139	13	1	14	3	0	3	12	1	13
<b>Total Minority</b>	35	9	0	44	2	1	3	0	0	0	0	0	0

	<i>Promotions From</i>			<i>Promotions Into</i>			<i>Promotions Within</i>		
	Males	Females	TOTAL RACE	Males	Females	TOTAL RACE	Males	Females	TOTAL RACE
White	1	0	1	0	1	1	7	0	7
Afr. Amer.	0	0	0	0	0	0	0	0	0
Hispanic	1	0	1	0	0	0	1	0	1
Asian	0	0	0	0	0	0	0	0	0
Nat. Amer.	0	0	0	0	0	0	1	0	1
NHOPI	0	0	0	0	0	0	0	0	0
Two or More	0	0	0	0	0	0	0	0	0
<b>Total</b>	2	0	2	0	1	1	9	0	9
<b>Total Minority</b>	1	0	1	0	0	0	2	0	2

**Texas A&M Engineering Extension Service**  
**Personnel Transactions Summary**

Snapshot Date: 12/31/2021

**Job Group: 023 - GENERAL OFFICE SUPPORT STAFF**

**Transaction Dates: 01/01/2021 To 12/31/2021**

	<i>Applicants</i>				<i>Hires</i>			<i>Terminations (I)</i>			<i>Terminations (V)</i>		
	Males	Females	UNKNOWN (GENDER)	TOTAL RACE	Males	Females	TOTAL RACE	Males	Females	TOTAL RACE	Males	Females	TOTAL RACE
White	12	31	0	43	0	4	4	0	1	1	0	3	3
Afr. Amer.	4	4	0	8	0	0	0	0	0	0	0	1	1
Hispanic	5	15	0	20	1	0	1	0	1	1	0	2	2
Asian	0	0	0	0	0	0	0	0	0	0	0	0	0
Nat. Amer.	0	0	0	0	0	0	0	0	0	0	0	0	0
NHOPI	0	0	0	0	0	0	0	0	0	0	0	0	0
Two or More	2	3	0	5	0	0	0	0	0	0	0	0	0
Unknown (Race)	4	1	2	7									
<b>Total</b>	27	54	2	83	1	4	5	0	2	2	0	6	6
<b>Total Minority</b>	11	22	0	33	1	0	1	0	1	1	0	3	3

	<i>Promotions From</i>			<i>Promotions Into</i>			<i>Promotions Within</i>		
	Males	Females	TOTAL RACE	Males	Females	TOTAL RACE	Males	Females	TOTAL RACE
White	1	1	2	0	0	0	1	2	3
Afr. Amer.	0	0	0	0	0	0	0	0	0
Hispanic	0	0	0	0	0	0	0	1	1
Asian	0	0	0	0	0	0	0	0	0
Nat. Amer.	0	0	0	0	0	0	0	0	0
NHOPI	0	0	0	0	0	0	0	0	0
Two or More	1	0	1	0	0	0	0	0	0
<b>Total</b>	2	1	3	0	0	0	1	3	4
<b>Total Minority</b>	1	0	1	0	0	0	0	1	1

**Texas A&M Engineering Extension Service**  
**Personnel Transactions Summary**

Snapshot Date: 12/31/2021

**Job Group: 024 - COMMUNICATION SUPPORT TECHNICIANS**

**Transaction Dates: 01/01/2021 To 12/31/2021**

	<i>Applicants</i>				<i>Hires</i>			<i>Terminations (I)</i>			<i>Terminations (V)</i>		
	Males	Females	UNKNOWN (GENDER)	TOTAL RACE	Males	Females	TOTAL RACE	Males	Females	TOTAL RACE	Males	Females	TOTAL RACE
White	3	8	1	12	0	0	0	0	0	0	0	0	0
Afr. Amer.	0	1	0	1	0	0	0	0	0	0	0	0	0
Hispanic	2	6	0	8	0	1	1	0	0	0	0	0	0
Asian	0	0	0	0	0	0	0	0	0	0	0	0	0
Nat. Amer.	0	0	0	0	0	0	0	0	0	0	0	0	0
NHOPI	0	0	0	0	0	0	0	0	0	0	0	0	0
Two or More	0	0	0	0	0	0	0	0	0	0	0	0	0
Unknown (Race)	0	0	4	4									
<b>Total</b>	5	15	5	25	0	1	1	0	0	0	0	0	0
<b>Total Minority</b>	2	7	0	9	0	1	1	0	0	0	0	0	0

	<i>Promotions From</i>			<i>Promotions Into</i>			<i>Promotions Within</i>		
	Males	Females	TOTAL RACE	Males	Females	TOTAL RACE	Males	Females	TOTAL RACE
White	0	0	0	0	0	0	0	0	0
Afr. Amer.	0	0	0	0	0	0	0	0	0
Hispanic	0	1	1	0	0	0	0	0	0
Asian	0	1	1	0	0	0	0	0	0
Nat. Amer.	0	0	0	0	0	0	0	0	0
NHOPI	0	0	0	0	0	0	0	0	0
Two or More	0	0	0	0	0	0	0	0	0
<b>Total</b>	0	2	2	0	0	0	0	0	0
<b>Total Minority</b>	0	2	2	0	0	0	0	0	0

**Texas A&M Engineering Extension Service**  
**Personnel Transactions Summary**

Snapshot Date: 12/31/2021

**Job Group: 025 - SKILLED TECHNICAL SUPPORT STAFF**

**Transaction Dates: 01/01/2021 To 12/31/2021**

	<i>Applicants</i>				<i>Hires</i>			<i>Terminations (I)</i>			<i>Terminations (V)</i>		
	Males	Females	UNKNOWN (GENDER)	TOTAL RACE	Males	Females	TOTAL RACE	Males	Females	TOTAL RACE	Males	Females	TOTAL RACE
White	8	0	0	8	2	0	2	0	0	0	0	1	1
Afr. Amer.	0	0	0	0	0	0	0	0	0	0	0	0	0
Hispanic	0	0	0	0	0	0	0	0	0	0	1	0	1
Asian	0	0	0	0	0	0	0	0	0	0	0	0	0
Nat. Amer.	0	0	0	0	0	0	0	0	0	0	0	0	0
NHOPI	0	0	0	0	0	0	0	0	0	0	0	0	0
Two or More	0	0	0	0	0	0	0	0	0	0	0	0	0
Unknown (Race)	1	0	0	1									
<b>Total</b>	9	0	0	9	2	0	2	0	0	0	1	1	2
<b>Total Minority</b>	0	0	0	0	0	0	0	0	0	0	1	0	1

	<i>Promotions From</i>			<i>Promotions Into</i>			<i>Promotions Within</i>		
	Males	Females	TOTAL RACE	Males	Females	TOTAL RACE	Males	Females	TOTAL RACE
White	1	1	2	0	0	0	3	0	3
Afr. Amer.	0	0	0	0	0	0	0	0	0
Hispanic	0	0	0	0	1	1	0	0	0
Asian	0	0	0	0	0	0	0	0	0
Nat. Amer.	0	0	0	0	0	0	0	0	0
NHOPI	0	0	0	0	0	0	0	0	0
Two or More	0	0	0	0	0	0	0	0	0
<b>Total</b>	1	1	2	0	1	1	3	0	3
<b>Total Minority</b>	0	0	0	0	1	1	0	0	0



**Texas A&M Engineering Extension Service**  
**Personnel Transactions Summary**

Snapshot Date: 12/31/2021

**Job Group: 026 - BUILDING MAINTENANCE AND REPAIR TECHNICIANS**

**Transaction Dates: 01/01/2021 To 12/31/2021**

	<i><b>Applicants</b></i>				<i><b>Hires</b></i>			<i><b>Terminations (I)</b></i>			<i><b>Terminations (V)</b></i>		
	<b>Males</b>	<b>Females</b>	<b>UNKNOWN (GENDER)</b>	<b>TOTAL RACE</b>	<b>Males</b>	<b>Females</b>	<b>TOTAL RACE</b>	<b>Males</b>	<b>Females</b>	<b>TOTAL RACE</b>	<b>Males</b>	<b>Females</b>	<b>TOTAL RACE</b>
White	11	0	0	11	0	0	0	1	0	1	1	0	1
Afr. Amer.	2	0	0	2	1	0	1	0	0	0	0	0	0
Hispanic	3	0	0	3	1	0	1	0	0	0	1	0	1
Asian	0	0	0	0	0	0	0	0	0	0	0	0	0
Nat. Amer.	0	0	0	0	0	0	0	0	0	0	0	0	0
NHOPI	0	0	0	0	0	0	0	0	0	0	0	0	0
Two or More	1	0	0	1	0	0	0	0	0	0	0	0	0
Unknown (Race)	0	0	0	0									
<b>Total</b>	17	0	0	17	2	0	2	1	0	1	2	0	2
<b>Total Minority</b>	6	0	0	6	2	0	2	0	0	0	1	0	1

	<i><b>Promotions From</b></i>			<i><b>Promotions Into</b></i>			<i><b>Promotions Within</b></i>		
	<b>Males</b>	<b>Females</b>	<b>TOTAL RACE</b>	<b>Males</b>	<b>Females</b>	<b>TOTAL RACE</b>	<b>Males</b>	<b>Females</b>	<b>TOTAL RACE</b>
White	0	0	0	0	0	0	1	0	1
Afr. Amer.	0	0	0	0	0	0	0	0	0
Hispanic	0	0	0	0	0	0	0	0	0
Asian	0	0	0	0	0	0	0	0	0
Nat. Amer.	0	0	0	0	0	0	0	0	0
NHOPI	0	0	0	0	0	0	0	0	0
Two or More	0	0	0	0	0	0	1	0	1
<b>Total</b>	0	0	0	0	0	0	2	0	2
<b>Total Minority</b>	0	0	0	0	0	0	1	0	1

**Texas A&M Engineering Extension Service**  
**Personnel Transactions Summary**

Snapshot Date: 12/31/2021

Job Group: 083 - MAINTENANCE

Transaction Dates: 01/01/2021 To 12/31/2021

	<i>Applicants</i>				<i>Hires</i>			<i>Terminations (I)</i>			<i>Terminations (V)</i>		
	Males	Females	UNKNOWN (GENDER)	TOTAL RACE	Males	Females	TOTAL RACE	Males	Females	TOTAL RACE	Males	Females	TOTAL RACE
White	0	0	0	0	0	0	0	0	0	0	0	0	0
Afr. Amer.	0	0	0	0	0	0	0	0	0	0	0	0	0
Hispanic	0	0	0	0	0	0	0	0	0	0	1	0	1
Asian	0	0	0	0	0	0	0	0	0	0	0	0	0
Nat. Amer.	0	0	0	0	0	0	0	0	0	0	0	0	0
NHOPI	0	0	0	0	0	0	0	0	0	0	0	0	0
Two or More	0	0	0	0	0	0	0	0	0	0	0	0	0
Unknown (Race)	0	0	0	0									
<b>Total</b>	0	0	0	0	0	0	0	0	0	0	1	0	1
<b>Total Minority</b>	0	0	0	0	0	0	0	0	0	0	1	0	1

	<i>Promotions From</i>			<i>Promotions Into</i>			<i>Promotions Within</i>		
	Males	Females	TOTAL RACE	Males	Females	TOTAL RACE	Males	Females	TOTAL RACE
White	0	0	0	0	0	0	0	0	0
Afr. Amer.	0	0	0	0	0	0	0	0	0
Hispanic	0	0	0	0	0	0	0	0	0
Asian	0	0	0	0	0	0	0	0	0
Nat. Amer.	0	0	0	0	0	0	0	0	0
NHOPI	0	0	0	0	0	0	0	0	0
Two or More	0	0	0	0	0	0	0	0	0
<b>Total</b>	0	0	0	0	0	0	0	0	0
<b>Total Minority</b>	0	0	0	0	0	0	0	0	0

**Texas A&M Engineering Extension Service**  
**Data Collection Analysis/Hiring Benchmark (Protected Veterans)\***

Current Snapshot Date: 12/31/2021

Category	12/31/21
Job Openings	101
Jobs Filled	95
Applicants for all jobs	641
Applicants who self-identified as Protected Veterans	99
Applicants Hired	54
Protected Veterans Hired	8
Hiring Benchmark**	5.6
Overall protected veterans hired (%)	14.8

\* Data collected as of the transaction period for the respective AAP year. Employee count (#) and representation (%) are as of the snapshot date for the respective AAP Year.

\*\* Hiring benchmark is based on the national percentage of veterans in the Civilian Labor Force (CLF).

**Texas A&M Engineering Extension Service**  
**Data Collection Analysis/Utilization Analysis (Disability)\***

Current Snapshot Date: 12/31/2021

Category	12/31/21		
Job Openings	101		
Jobs Filled	95		
Applicants for all jobs	641		
Applicants who self-identified as individual(s) with Disability	62		
Applicants Hired	54		
Individual(s) with Disability Hired	0		
Nationwide utilization goal for qualified individuals with disabilities (%)**	7.0		
Total incumbency of individuals with disabilities (%)	1.7		
Job Group	EE #	EE IWD #	EE IWD %
001 - EXECUTIVE STAFF	2	N/A	N/A
003 - ADMINISTRATIVE STAFF	14	0	0.0
004 - SENIOR ADMINISTRATIVE PROFESSIONAL STAFF	25	1	4.0
005 - ADMINISTRATIVE PROFESSIONAL STAFF	1	N/A	N/A
011 - MANAGERIAL STAFF	77	1	1.3
012 - PROFESSIONAL STAFF	114	2	1.8
013 - COMMUNICATION PROFESSIONAL STAFF	9	N/A	N/A
014 - INFORMATION TECHNOLOGY PROFESSIONAL STAFF	17	0	0.0
021 - INSTRUCTIONAL STAFF	99	2	2.0
023 - GENERAL OFFICE SUPPORT STAFF	37	0	0.0
024 - COMMUNICATION SUPPORT TECHNICIANS	4	N/A	N/A
025 - SKILLED TECHNICAL SUPPORT STAFF	45	2	4.4

\* Data collected as of the transaction period for the respective AAP year. Employee count (#) and representation (%) are as of the snapshot date for the respective AAP Year.

\*\* Current utilization goal as established by the OFCCP.

N/A - The number of employees in the job group is less than 10 and therefore, the identity of employee(s) with disability could be readily discernible. To ensure confidentiality, IWD # and % were omitted from the report.

**Texas A&M Engineering Extension Service**  
**Data Collection Analysis/Utilization Analysis (Disability)\***

Current Snapshot Date: 12/31/2021

Category	12/31/21		
Job Openings	101		
Jobs Filled	95		
Applicants for all jobs	641		
Applicants who self-identified as individual(s) with Disability	62		
Applicants Hired	54		
Individual(s) with Disability Hired	0		
Nationwide utilization goal for qualified individuals with disabilities (%)**	7.0		
Total incumbency of individuals with disabilities (%)	1.7		
Job Group	EE #	EE IWD #	EE IWD %
026 - BUILDING MAINTENANCE AND REPAIR TECHNICIANS	18	0	0.0
083 - MAINTENANCE	2	N/A	N/A

\* Data collected as of the transaction period for the respective AAP year. Employee count (#) and representation (%) are as of the snapshot date for the respective AAP Year.

\*\* Current utilization goal as established by the OFCCP.

N/A - The number of employees in the job group is less than 10 and therefore, the identity of employee(s) with disability could be readily discernible. To ensure confidentiality, IWD # and % were omitted from the report.