



1975

Formulation of Non-Students Section of Task Force Report

Commission for Blacks

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Cowles

M E M O R A N D U M

TO: Members of Task Force on Blacks

FROM: Norman E. Dattrich *Norm*

SUBJECT: Formulation of non-students section of Task Force report

Attached are the following:

- (1) A proposed annotated topical outline of this section.
- (2) Summaries of EEO reports for four reporting periods and for three employee groups (three pages).
- (3) A summary analysis of Task Force questionnaire headed Opinion Survey (three pages).
- (4) A summary of possible problem areas section of Task Force questionnaire (two pages).

As is evident by the multiple instances of apparently contradictory data, there exist substantial variations in the classification and/or coverage among the four EEO reports that are available. We learned recently that the EEO reports for the last two reporting periods had not been summarized. Many of the discrepancies were apparent only after we summarized these latter reports by hand. We have been attempting to determine the source of these discrepancies and to effect a reconciliation. Any insights you may have into this problem will be much appreciated.

It will be appreciated if you will review the attached annotated outline and data summaries so that we may promptly finalize the proposed structure and content of this section and have the benefit of any insights and/or suggestions that you may have.

The list of recruiting problems presented in the topical outline is primarily based on interviews held with department heads in the summer of 1973 and other areas of which we have become aware in the ongoing activities of the Task Force. Any ideas or suggestions you may have for the identification of other problem areas or the most meaningful analysis and presentation of these problems are solicited.

Finally, it would seem most important that the recommendations in this section be based on the broadest perspective possible. Please convey to me any suggestions you have in this area.

Thank you for your cooperation in this matter.

ske
Attachments

ANNOTATED TOPICAL OUTLINE
NON-STUDENT SECTION--TASK FORCE REPORT
APRIL 2, 1975

I. INTRODUCTION

Task Force's charge
Approach using data from EEO Reports, questionnaire survey, interviews,
and related inquiries

II. BLACK PRESENCE ON UTK CAMPUS

Primary data source: EEO Reports for six-month periods ending December 1972, June 1973, December 1973, and the one-year period ending December 1974. Apparently, the last two reporting periods were never summarized nor reconciled with earlier reports. As you will note in the accompanying data analyses, there apparently have been material variances in classifications of employees and employee groups covered. Currently an attempt is being made to determine these variations and to effect a reconciliation.

This section will consist primarily of an analysis of these data and related recommendations.

III. QUALITY FACTORS IN THE STATUS OF BLACKS AT UTK

This section will consist primarily of analyses of certain questionnaire items and selected insights gained through personal interviews and any related recommendations.

IV. POTENTIAL PROBLEM AREAS FOR BLACKS AT UTK

This section will consist primarily of analyses of Item 9 on the questionnaire and related insights available from personal interviews with a presentation of related recommendations.

V. PROBLEMS RELATED TO MINORITY RECRUITING

This section will be based primarily on data from interviews held with Department Heads and others in 1973.

Apparently the most complex problems in minority recruiting exist at the administrative and faculty employment levels.

The following problems have been identified:

- (1) Supply of qualified candidates
- (2) Insuring reasonable search efforts on the part of employing recruiting units
- (3) In some academic areas, the extensive availability of highly qualified applicants

- (4) The question of "raiding" Black schools
- (5) Competition from more financially able, prestigious institutions
- (6) Concern for questions regarding reverse discrimination
- (7) The question of paying premium salaries to attract minority candidates and the related problems on existing salary structures
- (8) The apparent perception that UTK is a "southern" school and related implications
- (9) Definition of "affirmative action"

VI. SUMMARY OF RECOMMENDATIONS

The following basic recommendations would seem to be obvious:

Formulate standard minority recruiting procedures

Formally define what constitutes affirmative action

Formulate UTK policy on such affirmative action considerations as:

Payment of premium compensation rates where deemed necessary

Generation of positions to accommodate available Blacks

Acceptable variations from a policy of hiring most qualified available candidates

SUMMARY OF EEO REPORTS - MINORITY RECRUITING

For Six Months Ended

For Year
Ended

Dec.
1972

June
1973

Dec.
1973

Dec., 1974

Admin. & Professional

Positions not filled	24	12 + 3	31	8
Employment goals	9	5 + 1	3	3
Contacts made	1	7 + 1	14	11
Interviews held	0	14 + 1	8	4
Offers made	0	3 + 1	2	0

Academic

Positions not filled	69	70 + 171 *	160	88
Employment goals	37	18 + 104	27	24
Contacts made	57	116 + 72	76	110
Interviews held	26	53 + 36	44	54
Offers made	9	22 + 25	18	31

Clerical & Supporting

Positions not filled	83	45 + 67	34	10
Employment goals	51	32 + 46	1	0
Contacts made	105	23 + 19	7	225
Interviews held	102	24 + 17	1	221
Offers made	53	13 + 4	0	80

* Separate reporting of G.A.s, G.H.s, R.A.s. (?)

SUMMARY OF EEO REPORTS - Minority Recruiting
FOR SIX MONTHS ENDED
 Dec. June Dec.
1972 1973 1973 For Year Ended
 Dec., 1974

Admin. & Professional

Number hired fulltime:

Black males	1	0	1	0
Black females	1	0	1	0
Non Black male/females	34	n/a	29	23
Black/Non-black %	6%	-	7%	0%
Black/total employees	7/239	12/293	13/425	8/189

Academic

Number hired fulltime:

Black males	2	6	5	10
Black females	4	4	3	14
Non-black males/females	88	n/a	116	170
Black/non black %	7%	-	7%	14%
Black/Total employees	14/1,429	18/1,172	51/1,703	37/1,150

Clerical & Supporting

Number hired fulltime:

Black males	26	4	0	41
Black females	27	8	0	44
Non-black males/females	269	n/a	1	746
Black/non black %	20%	-	0%	11%
Black/Total employees	220/2,242	27/1,941	166/1,221	167/753

SUMMARY OF EEO REPORTS - Minority Recruiting

<u>For Six Months Ended</u>			<u>For Year</u>
<u>Dec.</u>	<u>June</u>	<u>Dec.</u>	<u>Ended</u>
<u>1972</u>	<u>1973</u>	<u>1973</u>	<u>Dec. 1974</u>

Admin. & Professional

Number hired part time:

Black male	1	0	0	0
Black female	0	0	0	0
Non-black male/female	5	0	2	3
Black / Non black %	20%	-	0%	0%
Black / Total Employees	2/43	3/26	3/35	0/13

Academic

Number hired part time:

Black males	1	6	4	6
Black females	0	12	3	4
Non black male/females	48	236	41	93
Black / Non black %	2%	8%	17%	11%
Black / Total Employees	6/282	38/1347 *	14/260	3/181

Clerical & Supporting

Number hired part time:

Black males	13	2	0	18
Black females	13	2	0	13
Non black males/females	109	49	0	313
Black / Non black %	24%	8%	-	10%
Black / Total Employees	27/235	24/238	2/8	14/53

* includes GTA, RA, etc.

OPINION SURVEY

Percent of responses

Academic Staff-Fellows Support Personnel

4	3	3
44	41	65
29	32	17
13	14	15

My job at U.T. resulted from:

My answering an employment ad
 My filing an employment application at U.T.
 U.T. contacted me first
 Other reason(s): _____

58	58	46
5	19	24
37	23	30

Compared with my responsibilities on the job I left to come to U.T., my first job responsibilities at U.T. were:

Greater
 The same
 Less

0	0	5
0	0	3
57	63	51
38	33	38
5	4	3

The responsibilities of my present job at U.T.:

Greatly exceed my abilities
 Are slightly above my abilities
 Are about right for my abilities
 Are somewhat beneath my abilities
 Are significantly beneath my abilities

0	11	24
29	29	24
24	35	24
29	11	5
12	7	10
6	7	13

My chances of advancement at U.T.:

Are very favorable
 Are open to the limit of my training and ability
 Are about average for others in my job
 Are fairly restricted due to budgetary limits in my department
 Are a little less than that of others with the same training and ability
 Are significantly less than that of others with the same training and ability

Percent of Responses

<u>Aca</u>	<u>Staff -</u>	<u>Support</u>
<u>demic</u>	<u>Fellows</u>	<u>Personnel</u>

28	44	33
39	30	21
11	19	26
17	7	10
5	0	10

As a member of the U.T. staff, I feel that my job experience here is best described as:

A pleasant, open, rewarding experience
A good job situation with only minor problems
About average for my type of job whether at U.T. or another large institution
Only an acceptable job with several important problems
A somewhat hostile job setting with many important problems

My experience with examples of racial discrimination on the U. T. campus are best described as:

56	59	59
12	11	5
22	26	26
5	4	5
5	0	5

Only minor instances which I chose to ignore or handle myself
Sometimes including fairly obvious discriminatory acts.
About the same as in the community as a whole
Definitely including open acts of racial discrimination.
Typically racially repressive (or restrictive)

In my experience with racial discrimination on the U.T. campus:

72	85	81
11	11	14
17	4	5

I have not experienced any discriminatory act I considered important enough to report to University or other authorities
I have experienced obvious discriminatory treatment and taken specific action to report it to appropriate authorities
I have experienced obvious discriminatory treatment but have not taken specific action to report it to appropriate authorities

Percent of Responses

Area Staff- Support
Services Fellows Personnel

27	21	25
26	45	48
37	24	17

Regarding the Human Relations Council and the Equal Employment Opportunity Committee of U.T.:

I fully understand their purposes and how to utilize their help if necessary
 I have heard of them but I don't fully understand how they might affect me
 I have not heard of them

In general, I feel that the overall opportunities for Blacks on the U.T. campus (please check one):

11	33	25
26	45	56
33	22	18
0	0	3
0	0	0

Has made substantial progress in the last several years
 Has made some progress, but more is needed
 Has shown some token improvement, but basically is unchanged
 Has not improved
 Has lost ground

In my opinion, the best approach to solving those problems faced mostly by Blacks on the U.T. campus would be to (please check one):

22	19	32
33	19	13
17	30	18
23	26	34
5	6	3

Encourage each individual to deal with his/her own problems under existing procedures
 Regularly schedule meetings of all Black staff members
 Provide for quarterly small-group meetings of Blacks with common job situations
 Provide some sort of counseling group with which any Black staff member might confer regardless of his/her problem or job type
 Other (please describe): _____

Questionnaire Survey Possible Problem Areas

- Scaling
- 0 - Not a problem to most blacks
 - 1 - A minor problem to some blacks
 - 2 - A fairly important problem to some blacks
 - 3 - A fairly important problem to most blacks

Respondent Category	Percent of Responses				Potential Problem Areas
	0	1	2	3	
Academic	0	14	38	48	Finding out about the opportunities of city
Staff & fellows	4	15	33	48	
Support Personnel	14	31	11	44	
Academic	0	44	29	24	Fulfilling necessary job requirements (education and training)
Staff & fellows	8	23	54	15	
Support Personnel	16	16	50	18	
Academic	0	15	25	60	Being given fair consideration for job openings
Staff & fellows	4	22	18	56	
Support Personnel	23	11	37	29	
Academic	5	16	26	53	Meeting jobs using one's abilities
Staff & fellows	4	26	26	44	
Support Personnel	19	52	16	13	

<u>Respondent Category</u>	<u>Percent of Responses</u>				<u>Potential Problem Areas</u>
	<u>0</u>	<u>1</u>	<u>2</u>	<u>3</u>	
Academic	0	17	22	61	Being given fair consideration for promotion
Staff & Fellows	4	27	23	46	
Support Personnel	16	18	34	32	
Academic	11	11	37	39	Availability of reasonable housing
Staff & Fellows	15	15	35	35	
Support Personnel	37	33	17	13	
Academic	0	5	42	53	Overall openness of community to Blacks
Staff & Fellows	8	24	44	24	
Support Personnel	23	37	27	13	
Academic	5	16	21	58	Opportunities in area for social activities
Staff & Fellows	12	16	32	40	
Support Personnel	28	16	37	19	