

UW HUMAN RESOURCES

UW STAFF DEMOGRAPHIC BASELINE REPORT

December 2020



UW HUMAN RESOURCES

UW Staff Demographic Baseline Report

CONTENTS

> REPORT OVERVIEW	3
> OUR THREE DATA SETS	4
Location definitions	5
FIGURE 1. MAJOR ORGS AND FINANCIAL ORG CODES	5
BREAKDOWNS & CHARTS	6
> VETERANS	7
> DISABILITY STATUS	8
FIGURE 2. CURRENT STAFF	8
FIGURE 3. STAFF NEW HIRES	8
FIGURE 4. TERMINATED STAFF	8
> RACE & ETHNICITY	10
Race & ethnicity breakdowns	11
FIGURE 5. CURRENT EMPLOYEES	11
FIGURE 6. NEW HIRES	11
FIGURE 7. TERMINATED EMPLOYEES	11
FIGURE 8. STAFF RACE & ETHNICITY BREAKDOWN BY LOCATION	— CURRENT EMPLOYEES12
Race & ethnicity breakdowns — professional staff grades 11-1	
FIGURE 9. CURRENT EMPLOYEES	14
FIGURE 10. NEW HIRES	
FIGURE 11. TERMINATED EMPLOYEES	14
FIGURE 12. RACE & ETHNICITY BREAKDOWN FOR CURRENT EMP	PLOYEES — PRO STAFF GRADES 11-14 15
Race & ethnicity breakdowns for professional staff grades 8-10	
FIGURE 13. CURRENT EMPLOYEES	
FIGURE 14. NEW HIRES	
FIGURE 15. TERMINATED EMPLOYEES	
FIGURE 16 RACE & FTHNICITY BREAKDOWN FOR CURRENT FME	PLOYEES — PRO STAFE GRADES 17

Race & ethnicity l	breakdowns for professional staff grades 5-718	
FIGURE 17. CUI	RRENT EMPLOYEES	
FIGURE 18. NEV	W HIRES	
FIGURE 19. TER	RMINATED EMPLOYEES	
FIGURE 20. RAC	CE & ETHNICITY BREAKDOWN FOR CURRENT EMPLOYEES — PRO STAFF GRADES 5-7 19	
Race & ethnicity	breakdowns for classified staff20	
FIGURE 21. CUI	RRENT EMPLOYEES	
FIGURE 22. NEV	W HIRES	
FIGURE 23. TER	RMINATED EMPLOYEES	
FIGURE 24. RAC	CE & ETHNICITY BREAKDOWN FOR CURRENT EMPLOYEES — CLASSIFIED STAFF21	
> SEX		23
Sex breakdowns	23	
FIGURE 25. STA	AFF SEX BREAKDOWN BY POSITION LOCATION AND STAFF TYPE	
FIGURE 26. RAC	CE & ETHNICITY BY SEX BREAKDOWN — CURRENT EMPLOYEES	
FIGURE 27. RAC	CE & ETHNICITY BY SEX BREAKDOWN — NEW HIRES	
FIGURE 28. RAC	CE & ETHNICITY BY SEX BREAKDOWN — TERMINATIONS	
> TERMINATIONS		27
FIGURE 20 TER	PMINATION REASONS 27	

> REPORT OVERVIEW

AT THE UNIVERSITY OF WASHINGTON, DIVERSITY, EQUITY AND INCLUSION IS INTEGRAL TO EXCELLENCE, AND WE VALUE TRANSPARENCY AND DATA-BASED DECISION MAKING. WITH THIS REPORT, IT IS UWHR'S INTENTION TO PROVIDE A DEMOGRAPHIC PROFILE OF THE STAFF WHO SERVE THE UNIVERSITY AS WELL AS THOSE WHO SEPARATE FROM THE UNIVERSITY.

This report was created to establish a baseline that will allow us to review our progress year over year. Once a baseline is established, the longitudinal data will guide our efforts in meeting our diversity, equity and inclusion goals and creating a more inclusive workplace.

The report focuses on data points for select staff employment categories and includes contextual information about each unique data set. The aggregate data presented reflects the staff population as of November 9, 2020, and terminations and hires from July 2019 through June 2020.

This data provides the opportunity to accomplish workforce planning and related efforts in response to the University of Washington Diversity <u>Blueprint</u>. In particular, **Goal 4: Attract and retain diverse staff** suggests the following action items:

Update current hiring practices by analyzing annual hiring data to help attract more
diverse staff applicant pools.

Utilize availability data and applicant flow information in staff hiring processes to
monitor and improve diversity of applicant pools.

The data contained in this report is collected in accordance with UW's obligations as a federal contractor and provides an institutional view that supports the Affirmative Action Plan and UW's good faith efforts to, among other things, recruit candidates of underrepresented groups.

RESOURCES THAT SUPPORT AND INFORM DIVERSITY, EQUITY AND INCLUSION EFFORTS:

	Academic Personnel Reports
	EOAA Overview
	Staff Diversity Hiring Toolkit
	UW Diversity Blueprint
	UWHR DEI page
	UW Medicine Blueprint for Healthcare Equity
П	LIW Medicine Healthcare Equity

> OUR THREE DATA SETS

THE DATA IN THIS REPORT IS A RESULT OF THREE DIFFERENT DATA SOURCES; EACH SOURCE HAS SPECIFIC PARAMETERS APPLIED TO IT TO HELP CREATE A BASELINE THAT WILL ALLOW FOR FUTURE COMPARISONS AND ANALYSES.

While not every nuance can be considered in this report, UWHR has chosen three specific areas of focus, described below. Each of the three data sets represents employees included in the following categories:

- ☐ Classified Staff (including both contract classified and classified non-union)
- ☐ Professional Staff and other staff exempt from civil service (including ICA contract staff, Hall Health Physicians, Print Plant and professional staff with project appointments)

Within these employment categories, the data sets represent only regular, regular hourly or fixed duration employees. Temporary/per diem employees are not included.

DATA SET #1 CURRENT EMPLOYEES AS OF 11/9/20

This data set represents a snapshot of Workday human capital management (HCM), compensation and payroll data as of 11/9/20 and includes positions meeting the criteria identified above. The demographic data associated with the employees represented in this data set is collected during the Workday onboarding business processes and can be edited by the employee in Workday at any time during employment. Neither disclosure nor refusal to provide information will adversely impact the individual.

DATA SET #2 NEW HIRES

This data set represents all new hires and rehires who joined the University between 7/1/2019 and 6/30/2020. The demographic data associated with the employees represented in this data set is collected within Workday during onboarding. It may be edited by the employee in Workday at any time during employment.

DATA SET #3 TERMINATIONS

This data set represents all termination activity for the identified population processed in Workday with an effective date between 7/1/2019 and 6/30/2020. Terminations represent full separation from the University and do not represent any change job (transfer, promotion, demotion) activity captured in the new hire data set. The voluntary and involuntary designations are sourced from Workday.

Location definitions

Staff appear in the data sets based on the default cost center their position is paid from, not their physical work location. Cost centers are organized under financial organization codes which represent the University's organizational structure. The data sets are compiled at the major org level.

FIGURE 1. MAJOR ORGS AND FINANCIAL ORG CODES

Major Org	Financial Org Codes
Seattle Campus, including Health Sciences	200-304
UW Medicine: (Harborview, UWMC Montlake and NW, Shared Services, and Airlift NW)	312
UW Bothell	500
UW Tacoma	600

UW HUMAN RESOURCES

UW Staff Demographic Baseline Report

BREAKDOWNS & CHARTS





DATASETS #1, 2, & 3

> VETERANS

As of 11/9/20, 2.3% of University of Washington staff (n = 26,136) had responded that they hold a veteran status. Of those 2.3%, 78.3% (482) are male and 21.7% (134) are female.

During the reporting period of 7/1/2019 through 6/30/20, 2.6% of the University's new hire population (n = 2,987) were veterans.

During the reporting period of 7/1/2019 through 6/30/20, 2.7% of the population of individuals who separated from the University (n = 4,884) were veterans.

DATASETS #1, 2, & 3

> DISABILITY STATUS

FIGURE 2. CURRENT STAFF

O ALL LOCATIONS **O** AS OF 11/9/20 **O** N = 26,136

Disability Response Breakdown				
Chose to respond yes or no	30.9%			
Of the responders: % stating yes	2.1%			
Of the responders: % stating no	28.8%			
Did not wish to answer	2.1%			
Did not provide data	67.0%			

FIGURE 3. STAFF NEW HIRES

O ALL LOCATIONS O 7/1/2019 - 6/30/20 O N = 2,987

Disability Response Breakdown		
Chose to respond yes or no	93.3%	
Of the responders: % stating yes	6.7%	
Of the responders: % stating no	86.6%	
Did not wish to answer	5.0%	
Did not provide data	1.7%	

FIGURE 4. TERMINATED STAFF

O ALL LOCATIONS O 7/1/2019 - 6/30/20 O N = 4,884

Disability Response Breakdown				
Chose to respond yes or no	39.2%			
Of the responders: % stating yes	2.9%			
Of the responders: % stating no	36.3%			
Did not wish to answer	2.4%			
Did not provide data	58.4%			

STAFF RESPONSE TO DISABILITY QUESTIONS

The above tables show that the response rate for Disability Status for the newly hired staff population is encouraging and will have a positive impact on the current staff population response rate over time. However, the response rate for the current and terminated staff populations indicate that we may need to consider increased efforts to encourage current staff to update their personal information in Workday and inform them of the ways the University protects the privacy of their personal data. The Integrated Service Center (ISC) webpage contains instructions for staff on how to update their personal information in Workday: https://isc.uw.edu/using-workday/managing-your-personal-and-work-information/

> RACE & ETHNICITY

RACE & ETHNICITY ACROSS DATA SETS

The race and ethnicity data sets provide a snapshot of the current UW staff workforce and a one-year period of new hires and terminations between July 2019 and June 2020. The race and ethnicity breakdown of the current workforce at UW is contextually reflective of regional data for the local Seattle-Everett-Tacoma area with UW being slightly more diverse than the local population, with 38.0% BIPOC (Black, Indigenous and people of color) UW staff compared to 35% in the local area.

Within the BIPOC staff population at UW, Asians have the highest percentage of representation at 19.1%. Similar proportions of representation are shown for new hires and termination data, with the new hire data showing a slight increase in hiring for BIPOC populations compared to the percentage terminated. Of the 2,987 staff hired during the one-year period, 38.0% were BIPOC, and of the 4,884 terminated during the same one-year period, 31.6% were BIPOC. This snapshot gives us a foundation to measure the current diversity of our workforce year-to-year and will help us identify and track the diversity of the UW workforce that is entering and leaving the University over time.

RACE & ETHNICITY LOGIC WITHIN DATA SETS

Applicants have the opportunity to provide race and ethnicity as part of their candidate profile in UWHIRES. Newly hired employees have another opportunity to voluntarily provide this data as part of the new hire onboarding process.

Current employees may directly update their information in Workday at any time. When reporting race and ethnicity, this report uses federal reporting logic, which uses the following decision matrix:

If an employee indicates "Hispanic" then regardless of additional selections, they are reported as Hispanic.
If an employee does not mark "Hispanic" but chooses more than one race, they are reported as "two or more races." (In our below visualizations and graphs, we label this as "multiple.")
All other choices are reported as the race the employee selected.

Race & ethnicity breakdowns

FIGURE 5. CURRENT EMPLOYEES

O ALL LOCATIONS O AS OF 11/9/20 O N = 26,136

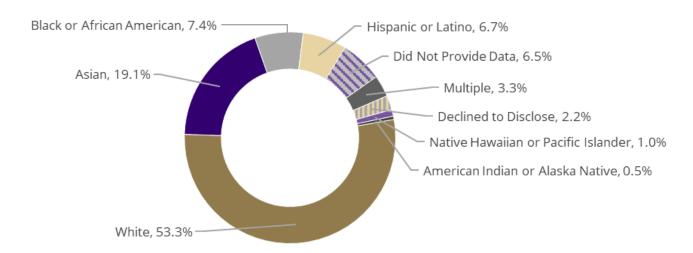


FIGURE 6. NEW HIRES

O ALL LOCATIONS O JUL 2019–JUN 2020 O N = 2,987

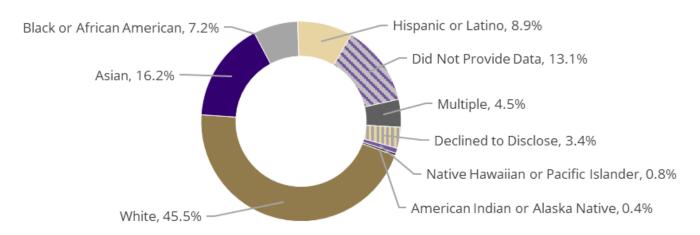
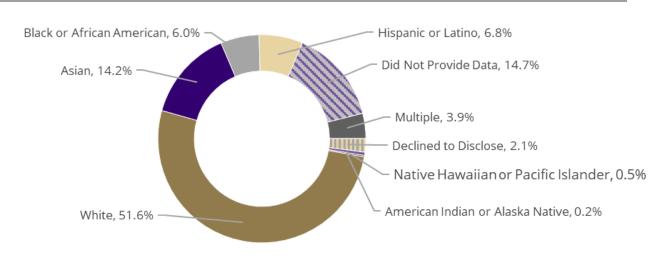


FIGURE 7. TERMINATED EMPLOYEES

O ALL LOCATIONS O JUL 2019–JUN 2020 O N = 4,884



DATASET #1

FIGURE 8. STAFF RACE & ETHNICITY BREAKDOWN BY LOCATION

— CURRENT EMPLOYEES

O ALL LOCATIONS **O** AS OF 11/9/20 **O** N = 26,136

Locations	Bothell	Tacoma	Seattle	UW Medicine	TOTAL
% Overall represented by location	1.4%	1.3%	49.1%	48.2%	100.0%

Locations	Bothell	Tacoma	Seattle	UW Medicine
American Indian or Alaska Native	1.3%	0.9%	0.5%	0.4%
Asian	12.1%	9.8%	16.5%	22.2%
Black or African American	5.3%	5.7%	4.9%	10.1%
Hispanic or Latino	10.6%	11.3%	6.7%	6.5%
Multiple	5.0%	6.8%	3.5%	3.0%
Native Hawaiian or Pacific Islander	0.5%	0.3%	0.6%	1.4%
White	55.1%	58.3%	59.7%	46.6%
Declined to disclose	3%	2.1%	2.6%	1.8%
Did not provide data	7.1%	4.8%	5.0%	8.0%
% OF LOCATION POPULATION SHOWN	100.0%	100.0%	100.0%	100.0%

PROFESSIONAL STAFF GRADES AND CLASSIFIED STAFF

PROFESSIONAL STAFF GRADES 11-14

include executive/senior-level officials, administrators and directors, as well as researchers, analysts and other professionals across the UW.

PROFESSIONAL STAFF GRADES 8-10

include first/mid-level officials, administrators, managers, researchers and analysts, as well as other professionals in various fields across UW.

PROFESSIONAL STAFF GRADES 5-7

include managers, analysts, specialists, coordinators, and other professionals in various fields across UW.

CLASSIFIED STAFF

includes contract classified employees represented by unions and classified non-union (CNU) employees in positions administered by the State of Washington.

Race & ethnicity breakdowns — professional staff grades 11-14

FIGURE 9. CURRENT EMPLOYEES

O ALL LOCATIONS O AS OF 11/9/20 O N = 1,165

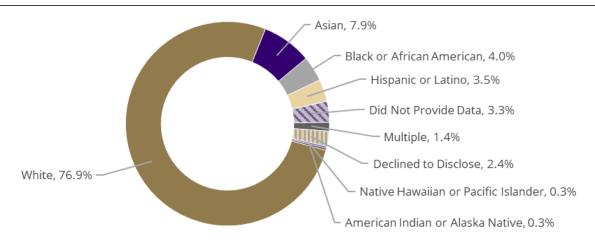


FIGURE 10. NEW HIRES

O ALL LOCATIONS O JUL 2019 – JUN 2020 O N = 86

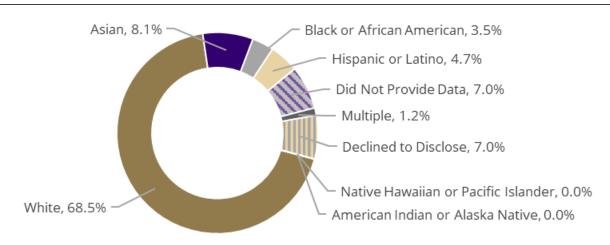


FIGURE 11. TERMINATED EMPLOYEES

O ALL LOCATIONS O JUL 2019 – JUN 2020 O N = 184

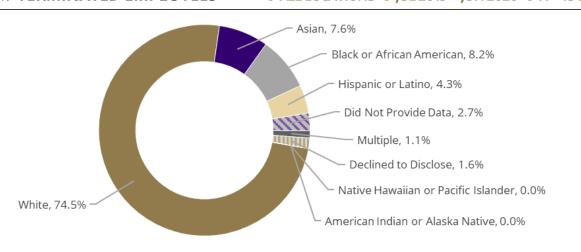


FIGURE 12. RACE & ETHNICITY BREAKDOWN FOR CURRENT EMPLOYEES

— PRO STAFF GRADES 11-14

O ALL LOCATIONS O AS OF 11/9/20 O N = 1,165

Locations	Bothell	Tacoma	Seattle	UW Medicine	TOTAL
% Overall represented by location	0.9%	1.0%	73.7%	24.4%	100.0%

Locations	Bothell	Tacoma	Seattle	UW Medicine
American Indian or Alaska Native	0.0%	0.0%	0.2%	0.3%
Asian	0.0%	8.3%	8.0%	7.7%
Black or African American	10.0%	25.0%	3.6%	4.3%
Hispanic or Latino	10.0%	0.0%	3.4%	3.9%
Multiple	10.0%	8.3%	1.4%	0.7%
Native Hawaiian or Pacific Islander	0.0%	0.0%	0.5%	0.0%
White	60.0%	41.8%	78.2%	75.0%
Declined to disclose	0.0%	8.3%	2.6%	1.8%
Did not provide data	10.0%	8.3%	2.1%	6.3%
% OF LOCATION POPULATION SHOWN	100.0%	100.0%	100.0%	100.0%

DATASETS #1, 2, & 3

Race & ethnicity breakdowns for professional staff grades 8-10

FIGURE 13. CURRENT EMPLOYEES

O ALL LOCATIONS O AS OF 11/9/20 O N = 6,593

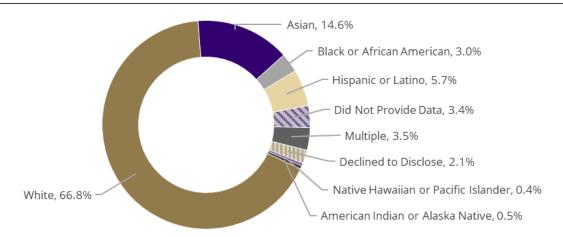


FIGURE 14. NEW HIRES

O ALL LOCATIONS **O** JUL 2019 – JUN 2020 **O** N = 513

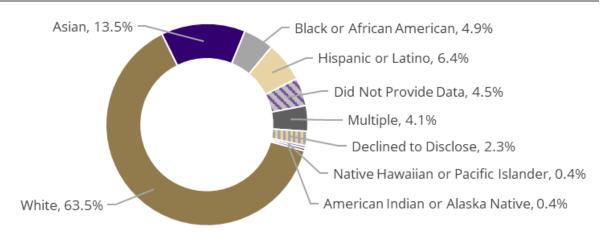


FIGURE 15. TERMINATED EMPLOYEES

O ALL LOCATIONS O JUL 2019 – JUN 2020 O N = 963

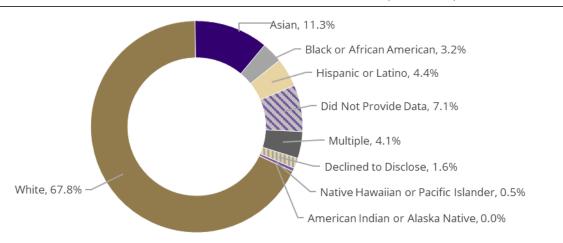


FIGURE 16. RACE & ETHNICITY BREAKDOWN FOR CURRENT EMPLOYEES

— PRO STAFF GRADES 8-10

O ALL LOCATIONS O AS OF 11/9/20 **O** N = 6,593

Locations	Bothell	Tacoma	Seattle	UW Medicine	TOTAL
% Overall represented by location	2.0%	1.6%	77.9%	18.5%	100.0%

Locations	Bothell	Tacoma	Seattle	UW Medicine
American Indian or Alaska Native	2.3%	1.9%	0.5%	0.2%
Asian	12.0%	11.4%	14.3%	16.5%
Black or African American	2.3%	2.8%	2.9%	3.7%
Hispanic or Latino	11.3%	6.7%	5.8%	4.6%
Multiple	5.3%	6.7%	3.32%	4.0%
Native Hawaiian or Pacific Islander	0.0%	0.0%	0.4%	0.6%
White	60.2%	64.8%	67.2%	66.0%
Declined to disclose	2.3%	0.9%	2.2%	1.8%
Did not provide data	4.5%	4.8%	3.5%	2.6%
% OF LOCATION POPULATION SHOWN	100.0%	100.0%	100.0%	100.0%

Race & ethnicity breakdowns for professional staff grades 5-7

FIGURE 17. CURRENT EMPLOYEES

O ALL LOCATIONS O AS OF 11/9/20 O N = 2,972

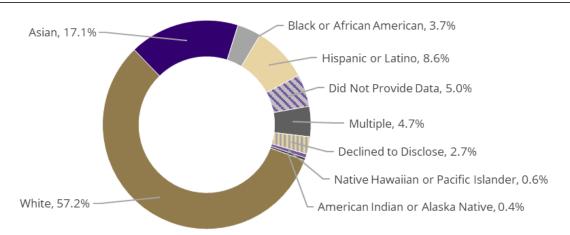


FIGURE 18. NEW HIRES

O ALL LOCATIONS O JUL 2019 – JUN 2020 O N = 439

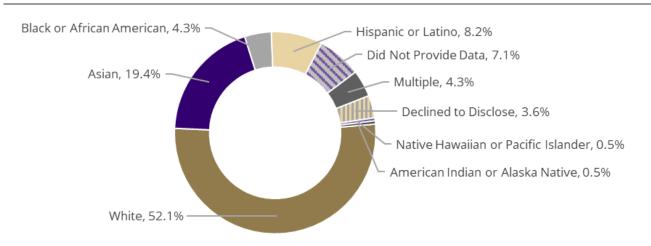
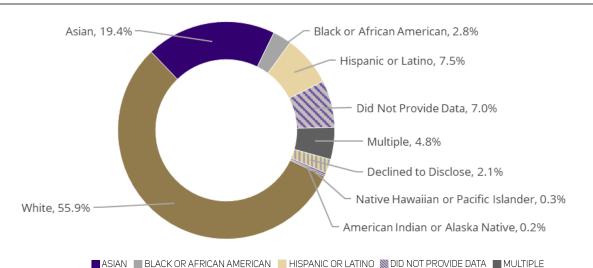


FIGURE 19. TERMINATED EMPLOYEES

O ALL LOCATIONS **O** JUL 2019 – JUN 2020 **O** N = 670



DECLINED TO DISCLOSE 📕 NATIVE HAWAIIAN OR PACIFIC ISLANDER 📕 AMERICAN INDIAN OR ALASKAN NATIVE 📗 WHITE

FIGURE 20. RACE & ETHNICITY BREAKDOWN FOR CURRENT EMPLOYEES

— PRO STAFF GRADES 5-7

O ALL LOCATIONS **O** AS OF 11/920 **O** N = 2,972

Locations	Bothell	Tacoma	Seattle	UW Medicine	TOTAL
% Overall represented by location	2.5%	2.9%	90.3%	4.3%	100.0%

Locations	Bothell	Tacoma	Seattle	UW Medicine
American Indian or Alaska Native	0.0%	0.0%	0.4%	1.6%
Asian	9.2%	8.2%	17.4%	20.5%
Black or African American	6.6%	4.7%	3.4%	7.1%
Hispanic or Latino	10.5%	15.3%	8.3%	7.9%
Multiple	5.3%	9.4%	4.6%	3.9%
Native Hawaiian or Pacific Islander	1.3%	0.0%	0.6%	0.8%
White	51.3%	52.9%	57.8%	50.4%
Declined to disclose	2.6%	2.4%	2.7%	3.1%
Did not provide data	13.2%	7.1%	4.8%	4.7%
% OF LOCATION POPULATION SHOWN	100.0%	100.0%	100.0%	100.0%

Race & ethnicity breakdowns for classified staff

FIGURE 21. CURRENT EMPLOYEES

O ALL LOCATIONS O AS OF 11/9/20 O N = 15,406

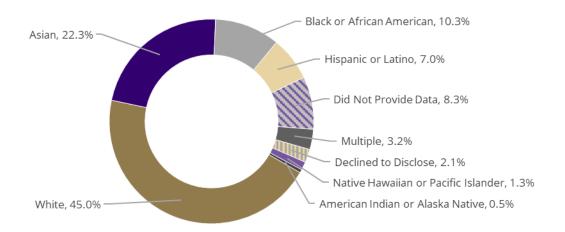


FIGURE 22. NEW HIRES

O ALL LOCATIONS O JUL 2019 – JUN 2020 O N = 1,949

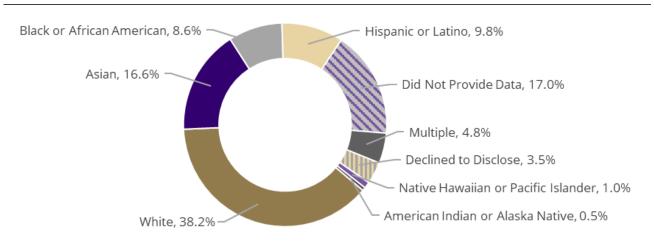


FIGURE 23. TERMINATED EMPLOYEES

O ALL LOCATIONS O JUL 2019 – JUN 2020 O N = 3,067

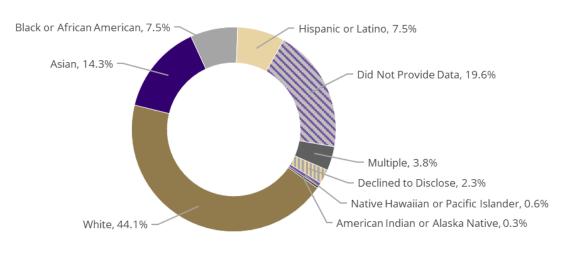


FIGURE 24. RACE & ETHNICITY BREAKDOWN FOR CURRENT EMPLOYEES

— CLASSIFIED STAFF

O ALL LOCATIONS O AS OF 11/9/20 O N = 15,406

Locations	Bothell	Tacoma	Seattle	UW Medicine	TOTAL
% Overall represented by location	1.0%	0.9%	26.9%	71.2%	100.0%

Locations	Bothell	Tacoma	Seattle	UW Medicine
American Indian or Alaska Native	1.3%	0.8%	0.5%	0.4%
Asian	14.4%	9.7%	20.3%	23.3%
Black or African American	6.8%	6.7%	8.6%	11.1%
Hispanic or Latino	10.0%	13.4%	7.5%	6.7%
Multiple	4.4%	5.2%	3.6%	3.0%
Native Hawaiian or Pacific Islander	0.6%	0.8%	0.8%	1.5%
White	52.5%	58.2%	47.9%	43.7%
Declined to disclose	3.7%	2.2%	3.0%	1.7%
Did not provide data	6.3%	3.0%	7.8%	8.6%
% OF LOCATION POPULATION SHOWN	100.0%	100.0%	100.0%	100.0%

RACE & ETHNICITY BETWEEN PROFESSIONAL STAFF GRADES AND CLASSIFIED STAFF

The overall data reflects a diverse workforce, but further analysis reveals we are disproportionately diverse across the institution. Breaking the data down allows us to get a glimpse of where UW is the most and least diverse. Initial data shows higher representation of BIPOC staff in positions in lower professional staff grades and most classified roles. The higher up the grade, the less racially diverse the workforce is.

Overall, 53.3% of the UW staff workforce is white, compared to 76.9% of professional staff grades 11 –14, 66.8% of professional staff grades 8–10, and 57.2% of professional staff grades 5 –7 across all locations. In professional staff grades 11-14, we see a higher percentage of terminations for BIPOC staff at 21.2% compared to 17.5% of BIPOC staff hired during the one-year period of July 2019 to June 2020. During the one-year period, the most notable shift in terminations and hires at 11–14 level were for Black or African Americans. Of the 184 terminations, 8.2% were Black or African American and of the 86 new hires, 3.5% were Black or African American. At professional staff grades 8–10 and 5–7, the percentage of BIPOC staff leaving UW was slightly lower than the percentage of BIPOC staff hired during the same one-year period.

There is a significant shift in diversity for the classified staff with 45.1% of the classified staff across locations being white compared to 53.3% of the overall population and nearly 70% of the professional staff population. In relation to professional staff, classified staff make up 58.9% of the overall staff workforce at the UW.

> SEX

Our overall current staff population (n = 26,136) is more female than male (68.8% vs. 31.2%). Our hires and terminations reflect similar splits.

The University collects sex for healthcare and federal reporting reasons, which only include binary male and female options.

Sex breakdowns

DATASET #1

FIGURE 25. STAFF SEX BREAKDOWN BY POSITION LOCATION AND STAFF TYPE O ALL LOCATIONS O AS OF 11/9/20 O N = 26,136

Locations	Ov	erall	Bothell Tacoma		Seattle		Medicine			
% Overall represented by location	100	0.0%	1.4%		1.3%		49.1%		48.2%	
Locations	Overall		Bothell Tacoma		Sea	ittle	UV Medio			
	F	М	F	М	F	М	F	М	F	М
Pro Staff Grades 11-14	2.3%	2.2%	1.8%	0.8%	1.2%	2.4%	3.3%	3.4%	1.3%	1.0%
Pro Staff Grades 8-10	8.2%	3.2%	23.2%	11.9%	17.6%	13.7%	24.4%	15.7%	6.0%	3.7%
Pro Staff Grades 5-7	15.4%	9.8%	14.8%	5.3%	17.6%	7.7%	15.0%	5.9%	0.8%	0.2%
Classified Staff	40.5%	18.4%	24.5%	17.7%	20.8%	19.0%	18.87%	13.6%	63.7%	23.3%
% OF LOCATION POPULATION SHOWN	100	0.0%	100.0%		100	0.0%	100	D.0%	100	.0%

UW



FIGURE 26. RACE & ETHNICITY BY SEX BREAKDOWN

— CURRENT EMPLOYEES

O ALL LOCATIONS O AS OF 11/9/20 O N = 26,136

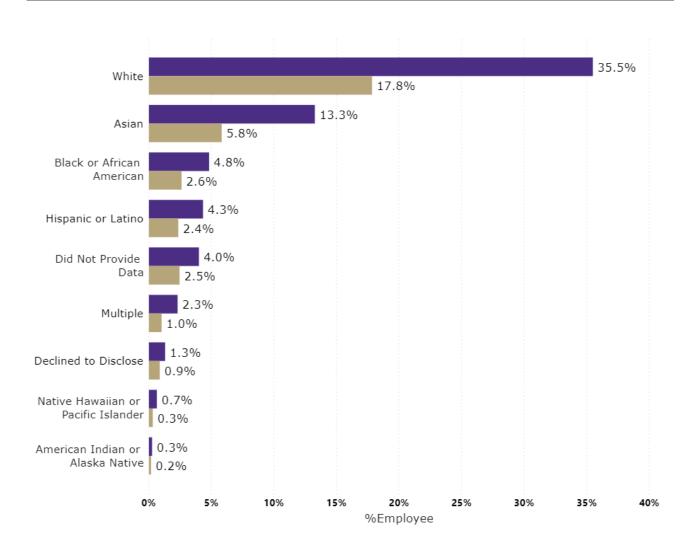




FIGURE 27. RACE & ETHNICITY BY SEX BREAKDOWN

— NEW HIRES

O ALL LOCATIONS O 7/1/2019 - 6/30/20 O N = 2,987

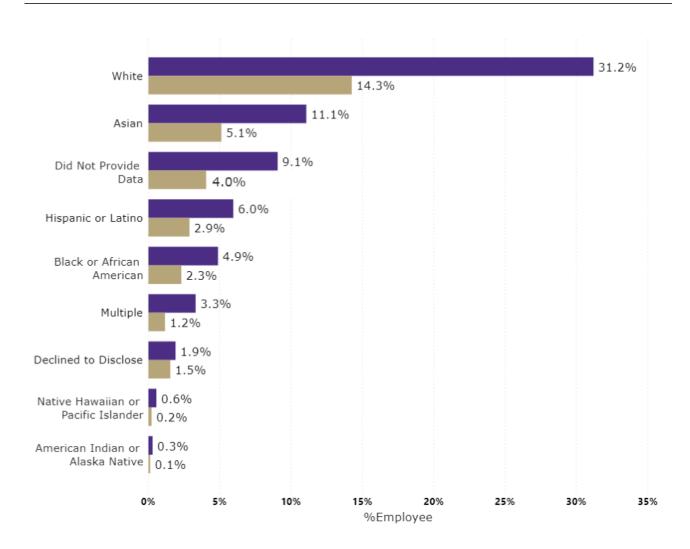
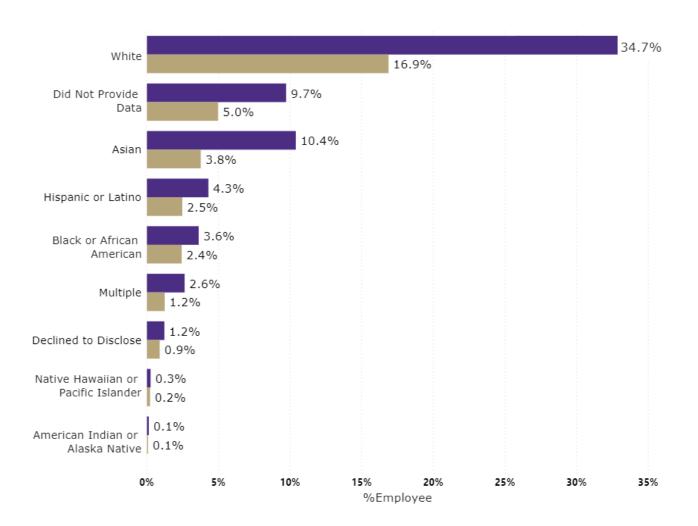




FIGURE 28. RACE & ETHNICITY BY SEX BREAKDOWN

— TERMINATIONS

O ALL LOCATIONS O 7/1/2019 - 6/30/20 O N = 4,884



> TERMINATIONS

DATASET #3

FIGURE 29. TERMINATION REASONS

O ALL LOCATIONS O 7/1/2019 - 6/30/20 O N = 4,884

