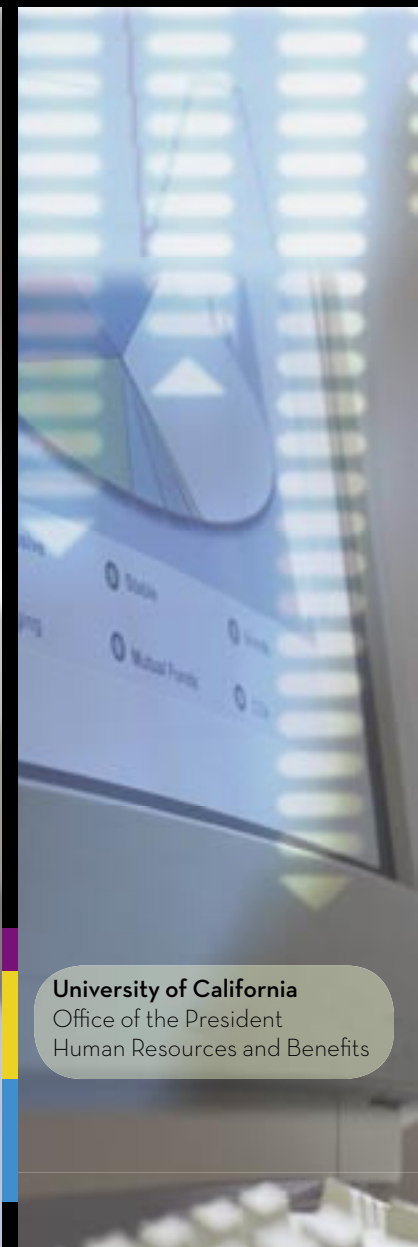


2003

Workforce Profile



University of California
Office of the President
Human Resources and Benefits

Introduction

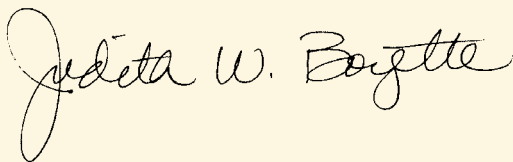
The University of California is a vast public treasure, and our success in carrying out our mission of teaching, research, and public service excellence reflects the quality and commitment of our faculty and staff. Next to state government, the University employs the most people in California, and is the largest employer in New Mexico (next to state government) by virtue of the UC-managed Los Alamos National Laboratory and its subcontractors.

This 2003 edition of *Workforce Profile* presents useful statistics that reflect the rich variety and complexity of our workforce. This report gives a picture of the workforce as of October 2003, as well as some multi-year comparative data. The demographic information presented pertains to all levels of staff at the campuses, laboratories, and UC Office of the President in all appointment categories, including career, non-career, full-time, and part-time staff. For the second year, our Profile includes new information about employee participation in UC health and welfare and retirement benefits programs.

Workforce data in the Profile was generated from the Corporate Personnel System, developed by the Office of Information Resources and Communications, and extracted by Human Resources and Benefits Information Systems Support. Laboratory workforce data was provided by each of the laboratories.

Please refer to the Glossary of Terms on page 37 for definitions of the various reporting categories found in the profile. This Profile is available online at:
http://atyourservice.ucop.edu/forms_pubs/misc/ucprofile.pdf

And now, I am pleased to present our *Workforce Profile*.



Judith W. Boyette

Associate Vice President
UC Human Resources and Benefits

A publication of University of California Human Resources and Benefits, sponsored by Michele French, Executive Director—Human Resources and Benefits Policy and Program Design. Please direct questions or comments about this publication to Eva Devincenzi (eva.devincenzi@ucop.edu).



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Statistical Snapshot

2003

Workforce Headcount (all appointment types)

Academic	51,520
Staff	115,425
Department of Energy (DOE) Laboratories	21,404
Total UC Workforce	188,349

Staff (excluding Laboratory personnel)

Full-time Equivalents (FTE)	84,368
Minority Representation — All Employees	48%
Gender Representation — Career Employees	
Percent Female65%
Percent Male35%

Average Age

All Staff	37 Years
Career Staff	43 Years

Average Length of Service


All Staff	5 Years
Career Staff	8 Years
Percent of Staff Exclusively Represented by Unions47%

Academic Personnel (excluding Laboratory personnel)

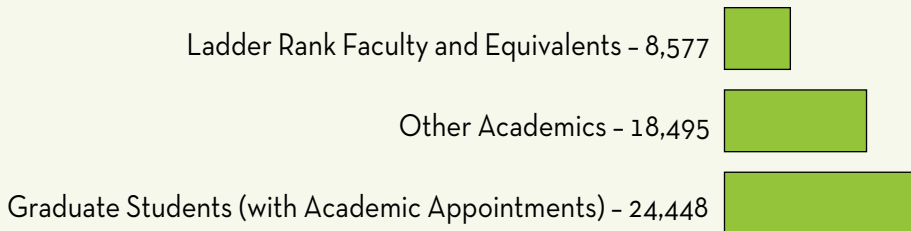
Full-time Equivalents (FTE)	36,260
Percent of Academic Personnel Exclusively Represented by Unions.29%

Total Workforce

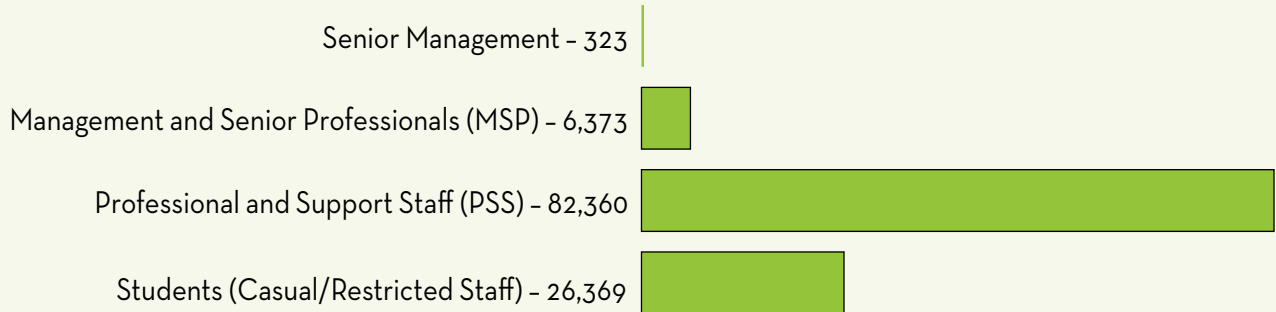
Headcount

 **Total= 188,349**

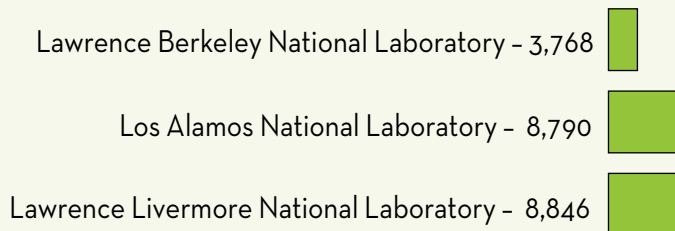
Academic 51,520



Staff 115,425



DOE Laboratories 21,404

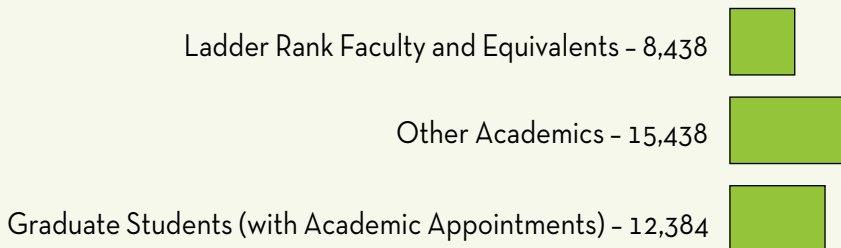


Total Workforce

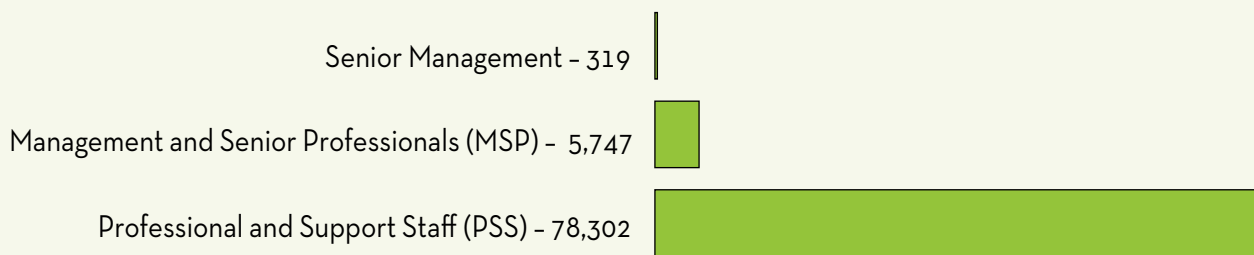
Full-time Equivalents (FTE)

Total = 140,181

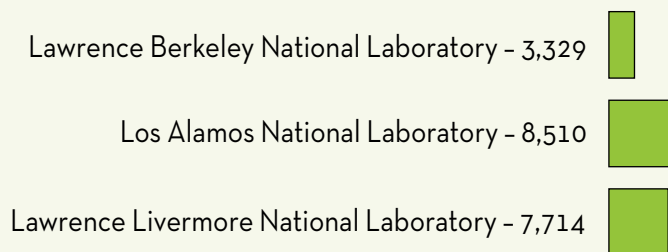
Academic 36,260



Staff 84,368

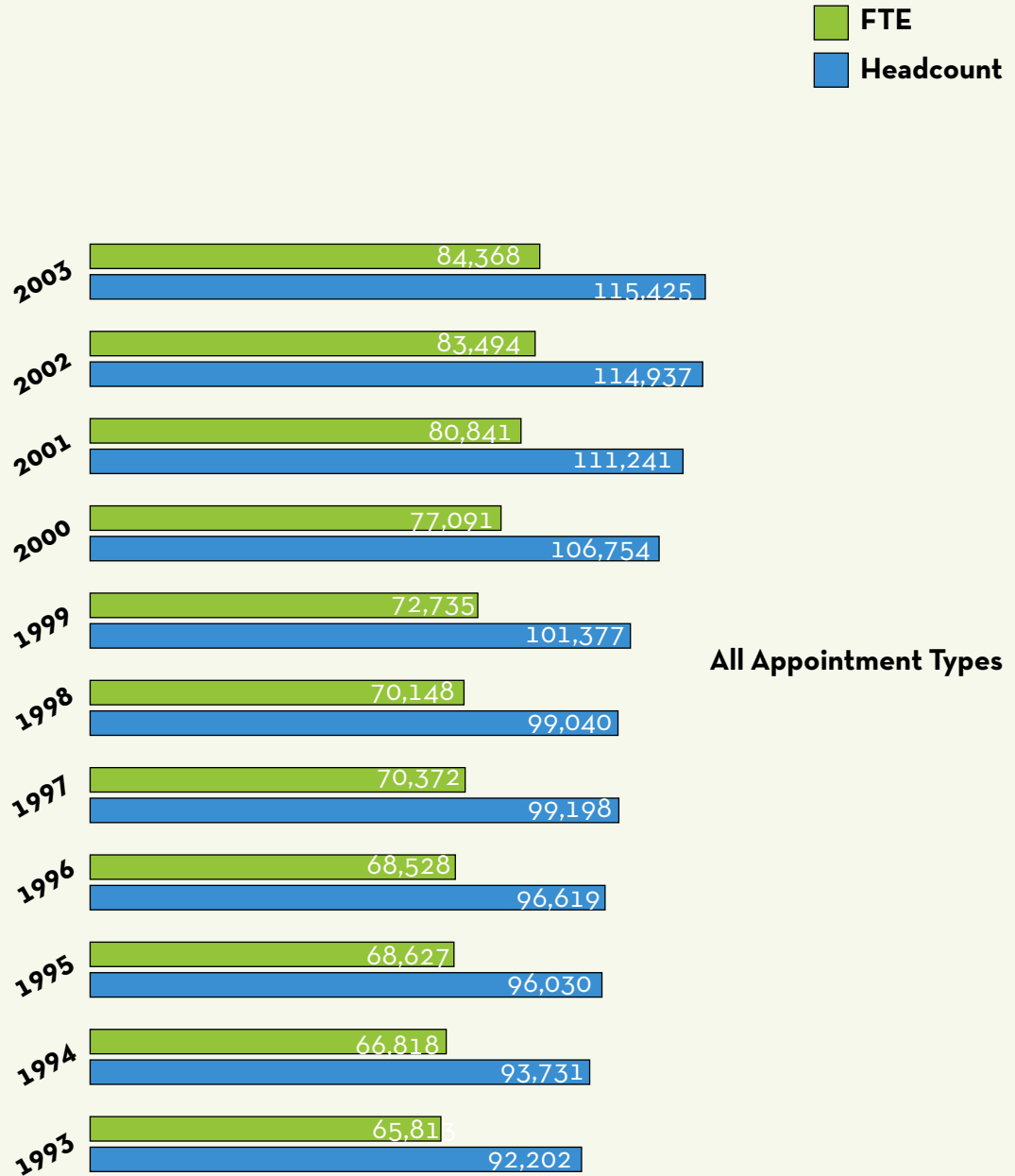


DOE Laboratories 19,553



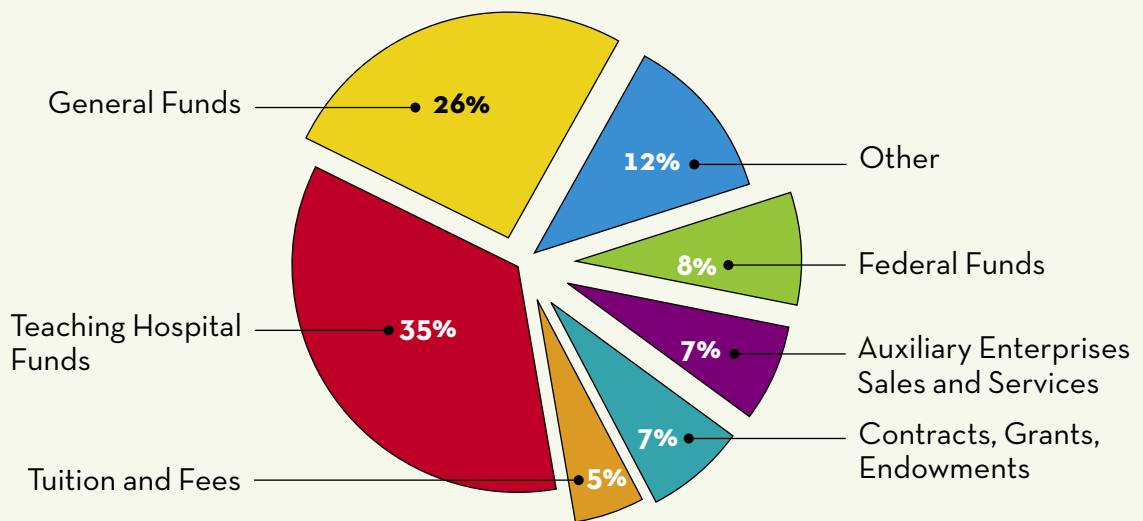
Staff Headcount and Full-time Equivalents (FTE)

Includes all nonrepresented and represented staff;
excludes DOE Laboratory personnel



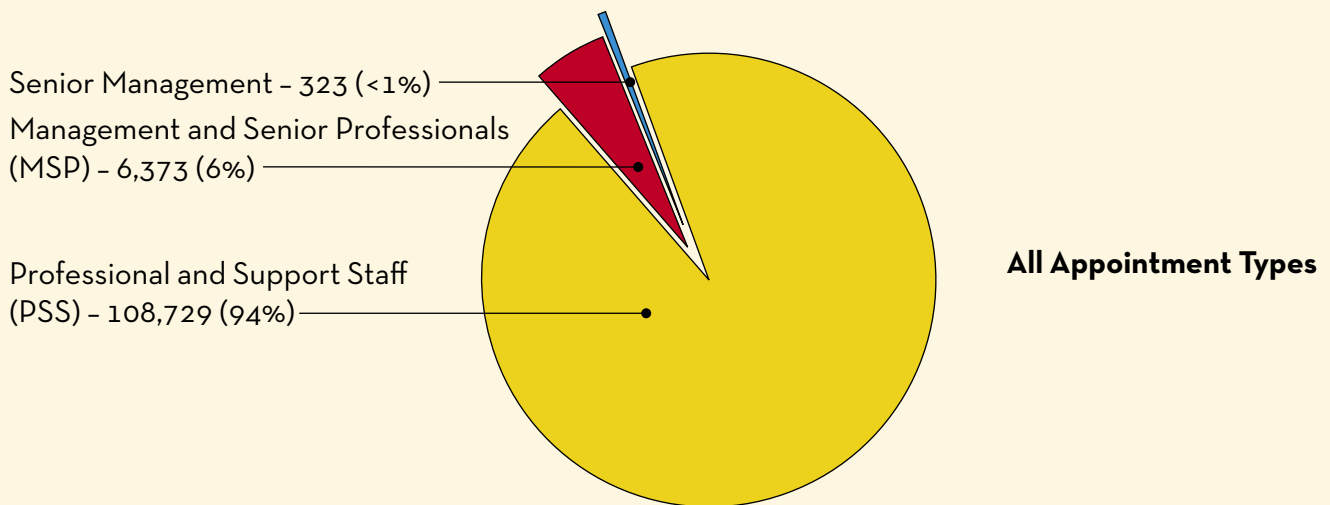
Percentage of Staff Full-time Equivalents by Fund Source

Includes all staff appointment types; excludes DOE Laboratories



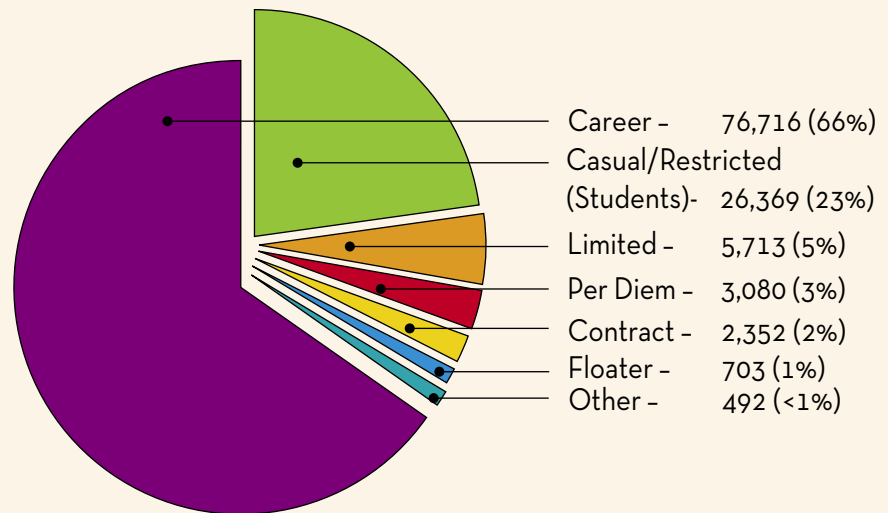
Staff Personnel by Personnel Program

Includes all nonrepresented and represented staff;
excludes DOE Laboratory personnel
(Headcount)



Staff Personnel by Appointment Type

Includes all nonrepresented and represented staff;
excludes DOE Laboratory personnel
(Headcount)

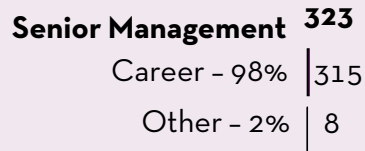
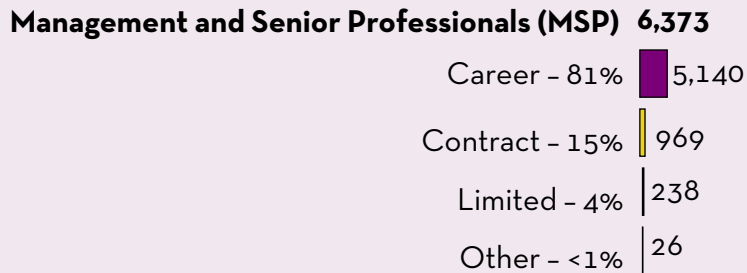
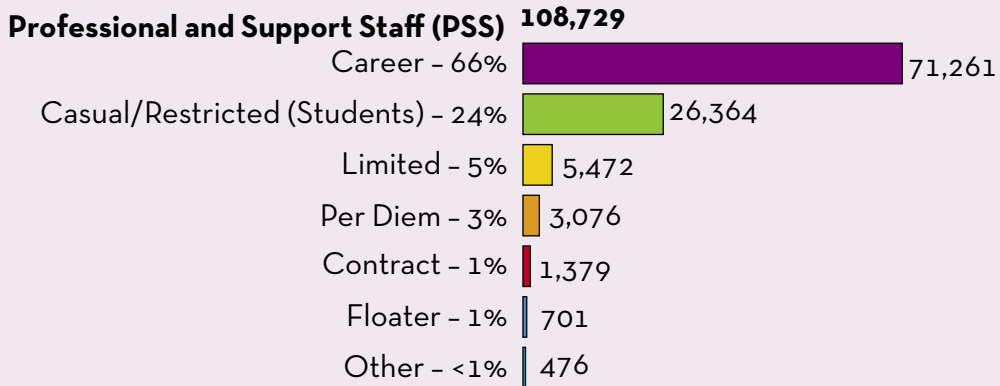


In the case of multiple appointments, employees are reported in their primary appointment only. Employees with invalid title codes are excluded.

In January 1, 2001, two new types of appointments were established: "Limited" appointments replaced "Casual" appointments. A new "Floater" appointment is reserved for use in temporary employment pools.

Staff Personnel by Personnel Program and Appointment Type

Includes all nonrepresented and represented staff;
excludes DOE Laboratory personnel
(Headcount)



In the case of multiple appointments, employees are reported in their primary appointment only. Employees with invalid title codes are excluded.

In January 1, 2001, two new types of appointments were established: "Limited" appointments replaced "Casual" appointments. A new "Floater" appointment is reserved for use in temporary employment pools.

Distribution of Campus and Medical Center Staff Employees

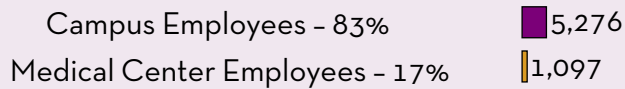
Includes all nonrepresented and represented staff
(Headcount)

All Appointment Types

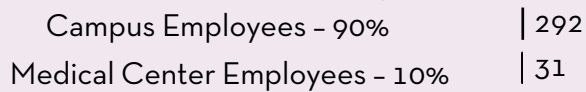
Professional and Support Staff (PSS) - 108,729



Management and Senior Professionals (MSP) - 6,373



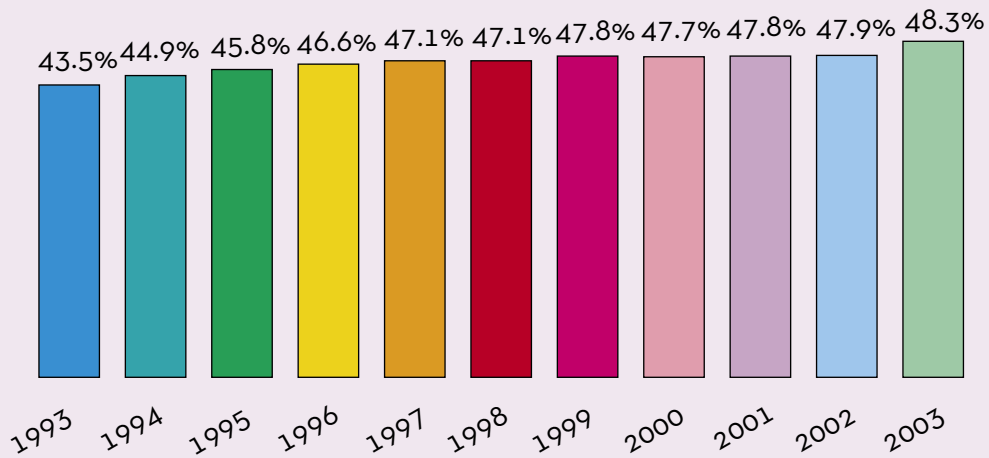
Senior Management - 323



Minority Representation as a Percentage of the Staff Workforce

Includes all nonrepresented and represented staff in all appointment types; excludes DOE Laboratory personnel

Change over the 10-year period = 11% increase

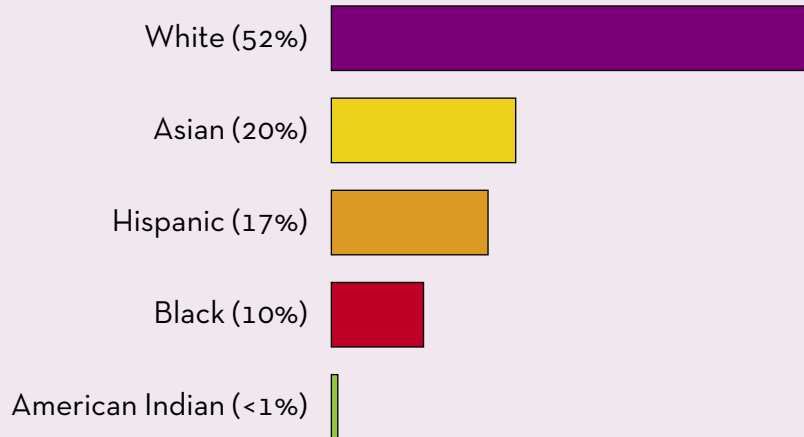


This chart excludes employees who have not identified their ethnicity.

Source of Data: ER2.1 Statistical Summary

Ethnic Groups as a Percentage of the Staff Career Workforce



Includes all nonrepresented and represented career staff;
excludes DOE Laboratory personnel

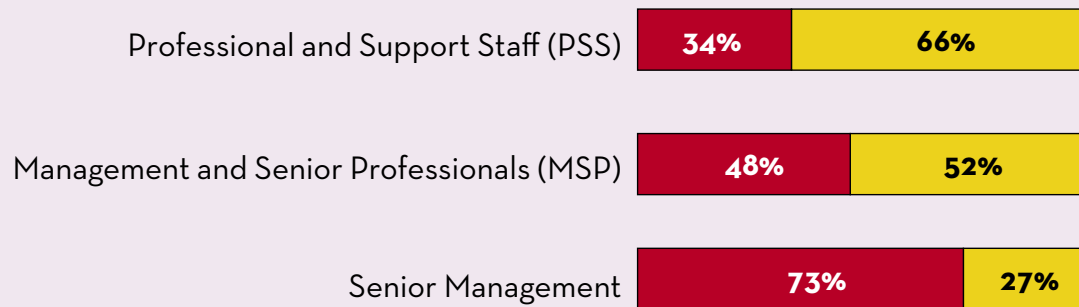


This chart excludes employees who have not identified their ethnicity.

Staff Career Employees by Sex and Personnel Program

Includes all nonrepresented and represented career staff;
excludes DOE Laboratory personnel

Male 
Female 



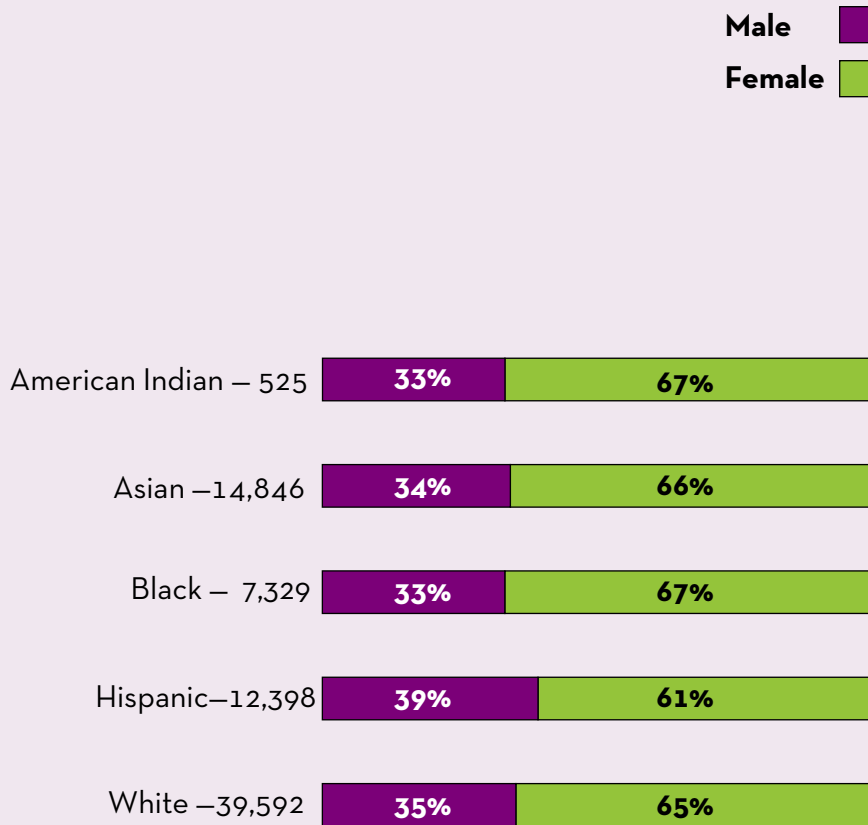
2003 Career Employees in all Personnel Programs: Male = 35% Female = 65%

This chart excludes employees who have not identified their sex.

Source of Data: ER7.2 Statistical Summary

Staff Career Employees by Race/Ethnicity and Sex

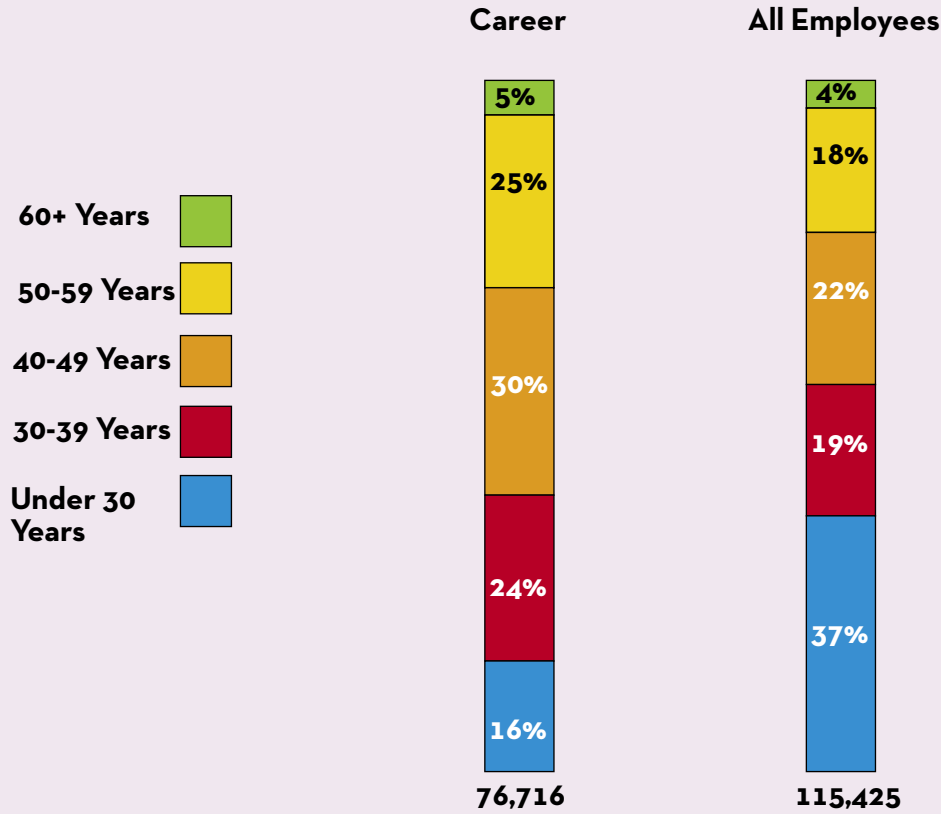
Includes all nonrepresented and represented career staff;
excludes DOE Laboratory personnel
(Headcount)



This chart excludes employees who have not identified their ethnicity and sex.

Age Distribution of Staff Employees

Includes all nonrepresented and represented staff;
excludes DOE Laboratory personnel



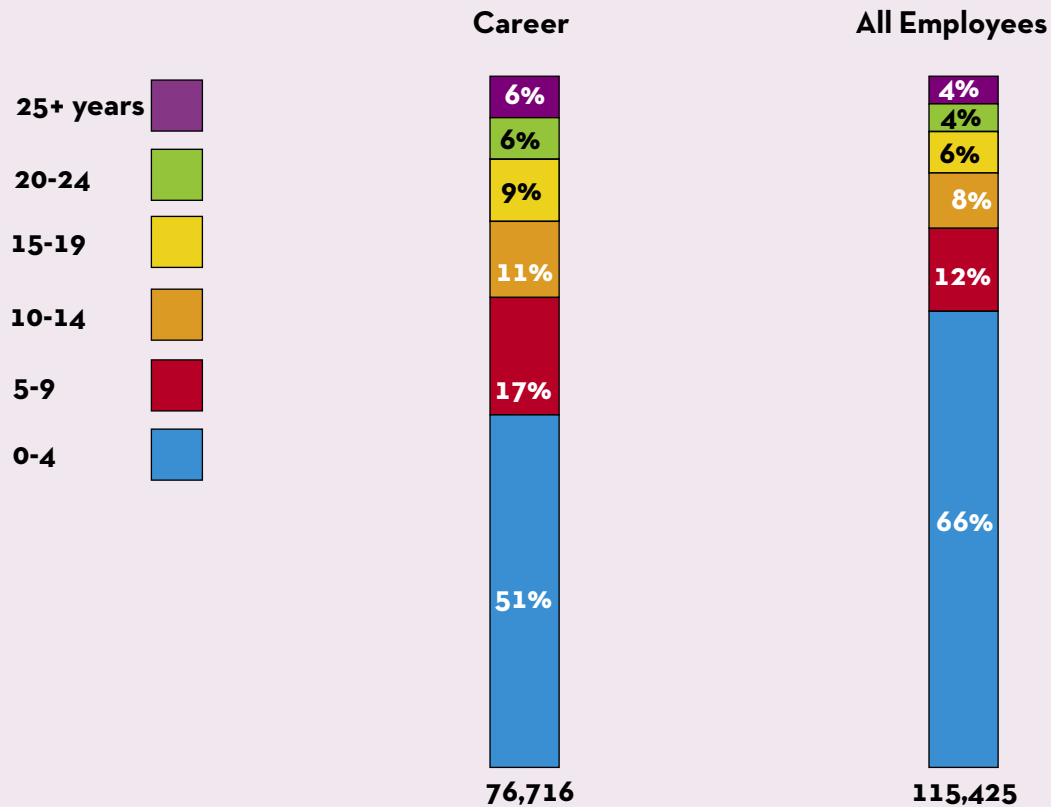
2003 Average Age Career Employees = 43

2003 Average Age All Employees = 37

Length of Service of Staff Employees

Includes all nonrepresented and represented staff;
excludes DOE Laboratory personnel

Years of Service Since Most Recent Date of Hire*



2003 Average Service Career Employees = 8 years

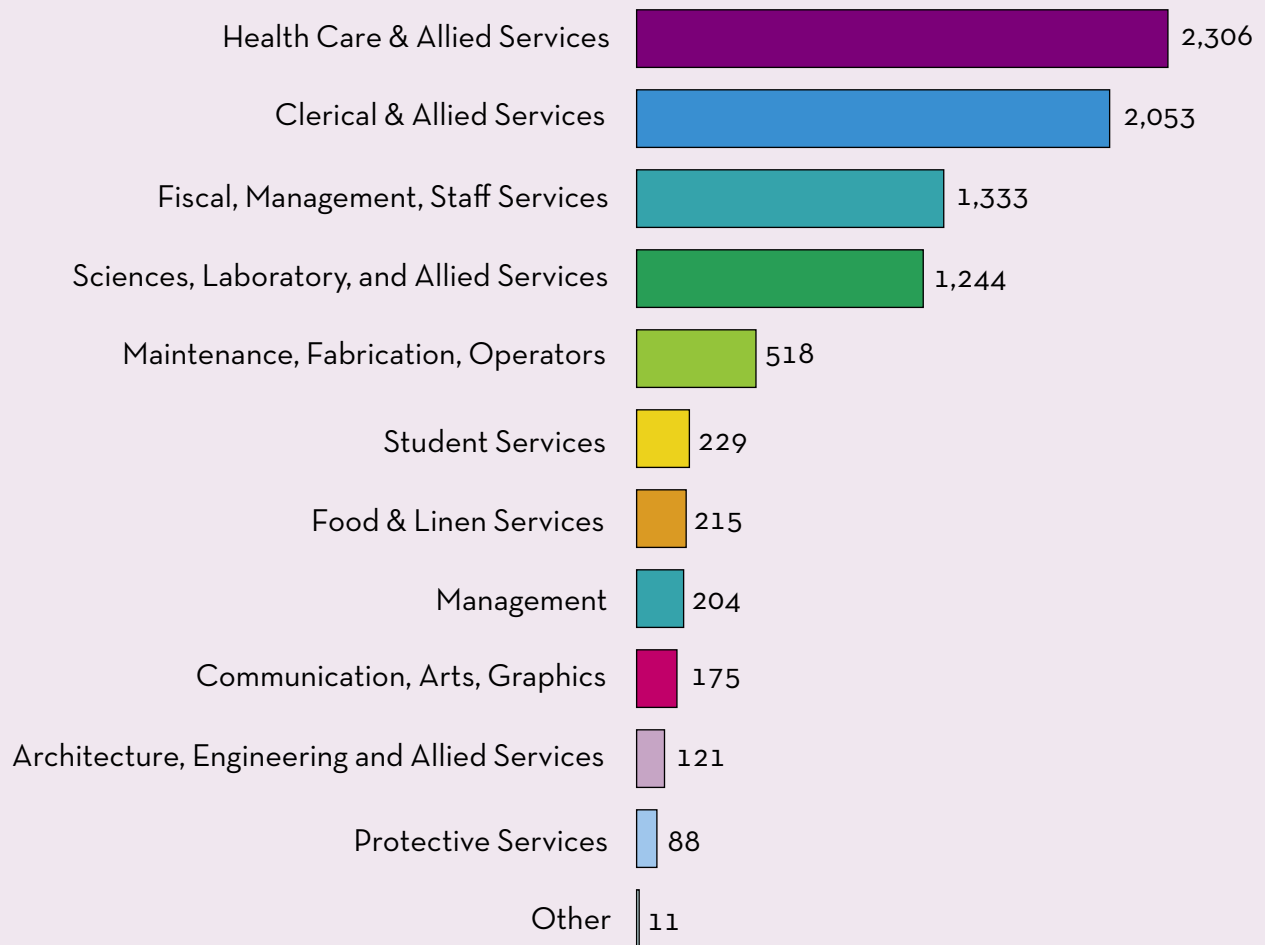
2003 Average Service All Employees = 5 years

*Length of service reflects years since most recent date of hire (not equivalent to UCRP service credit).

New Hires by Occupational Group

Includes all nonrepresented and represented career staff;
excludes DOE Laboratory personnel
(Headcount)

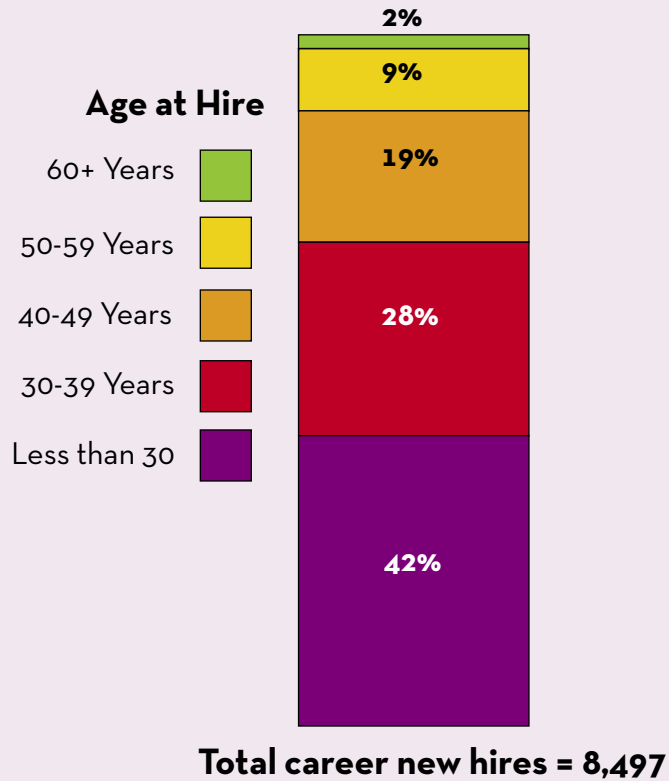
Career Appointments only



Total number of career employees hired in 2002 - 03 = 8,497

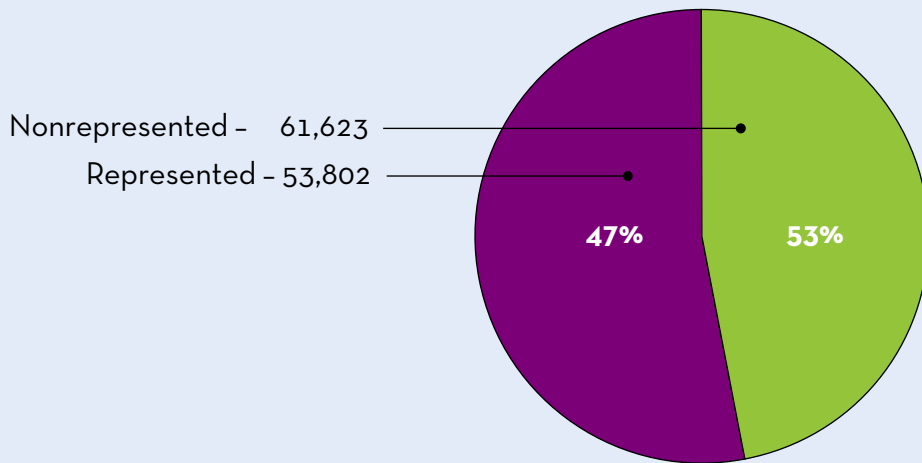
Age at Hire – Career Staff Employees

Includes all nonrepresented and represented career staff;
excludes DOE Laboratory personnel
(Headcount)



Staff Employees – Union Representation

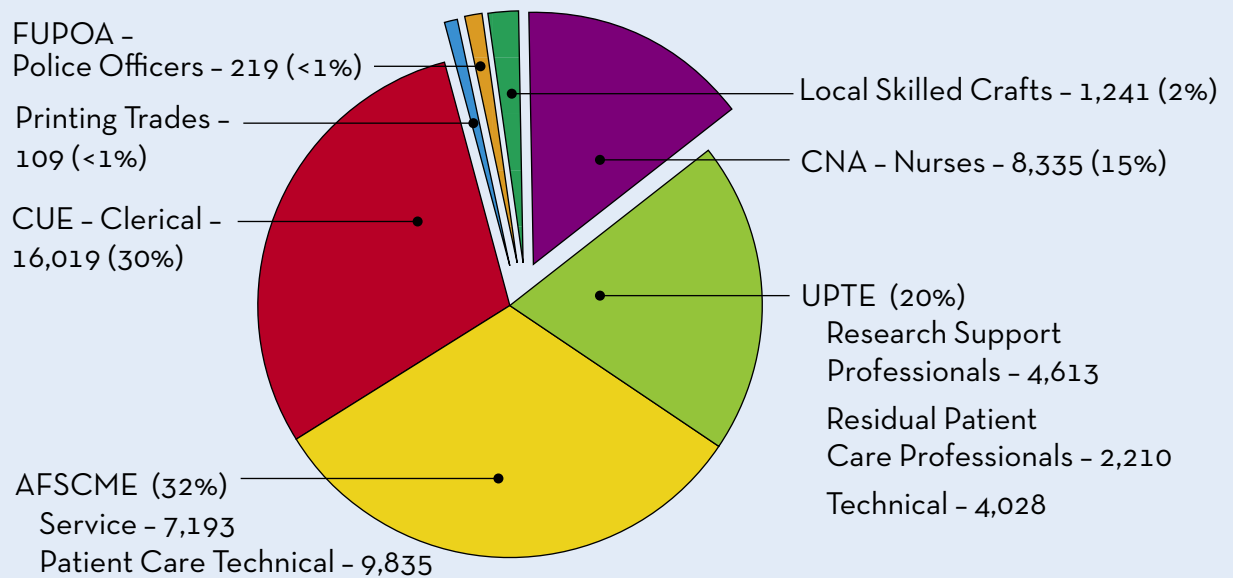
Excludes DOE Laboratory personnel
(Headcount – all appointment types)



Data includes total staff workforce in all personnel programs, including casual/restricted employees.

Staff Employees – Collective Bargaining Units

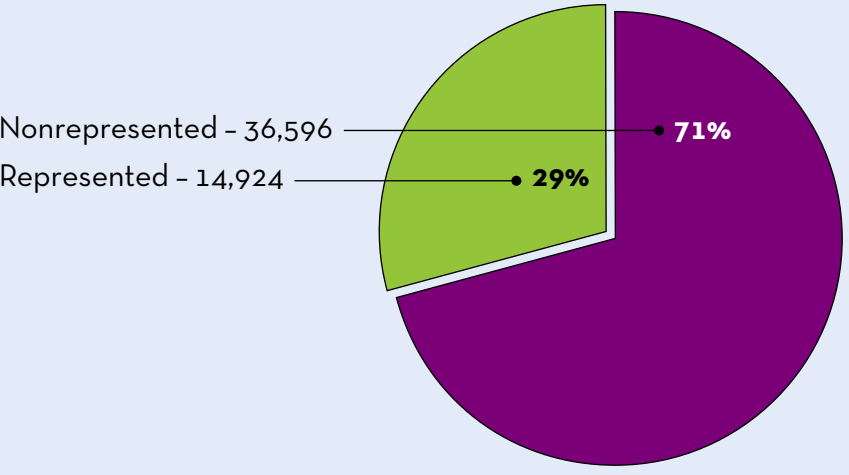
Excludes DOE Laboratory personnel
(Headcount – all appointment types)



In addition, 765 employees at LBNL are covered by collective bargaining agreements, and 129 employees at LLNL are in a local Public Safety Officers Association.

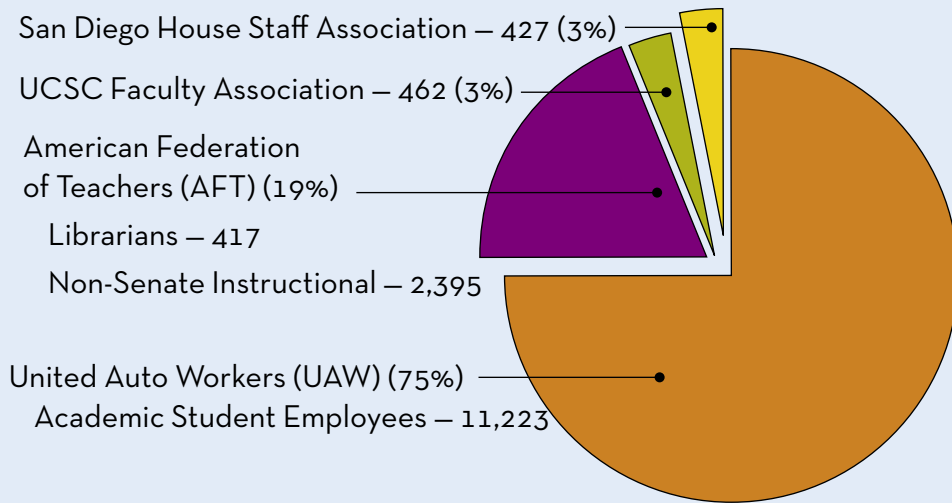
Academic Employees – Union Representation

(Headcount – all appointment types)



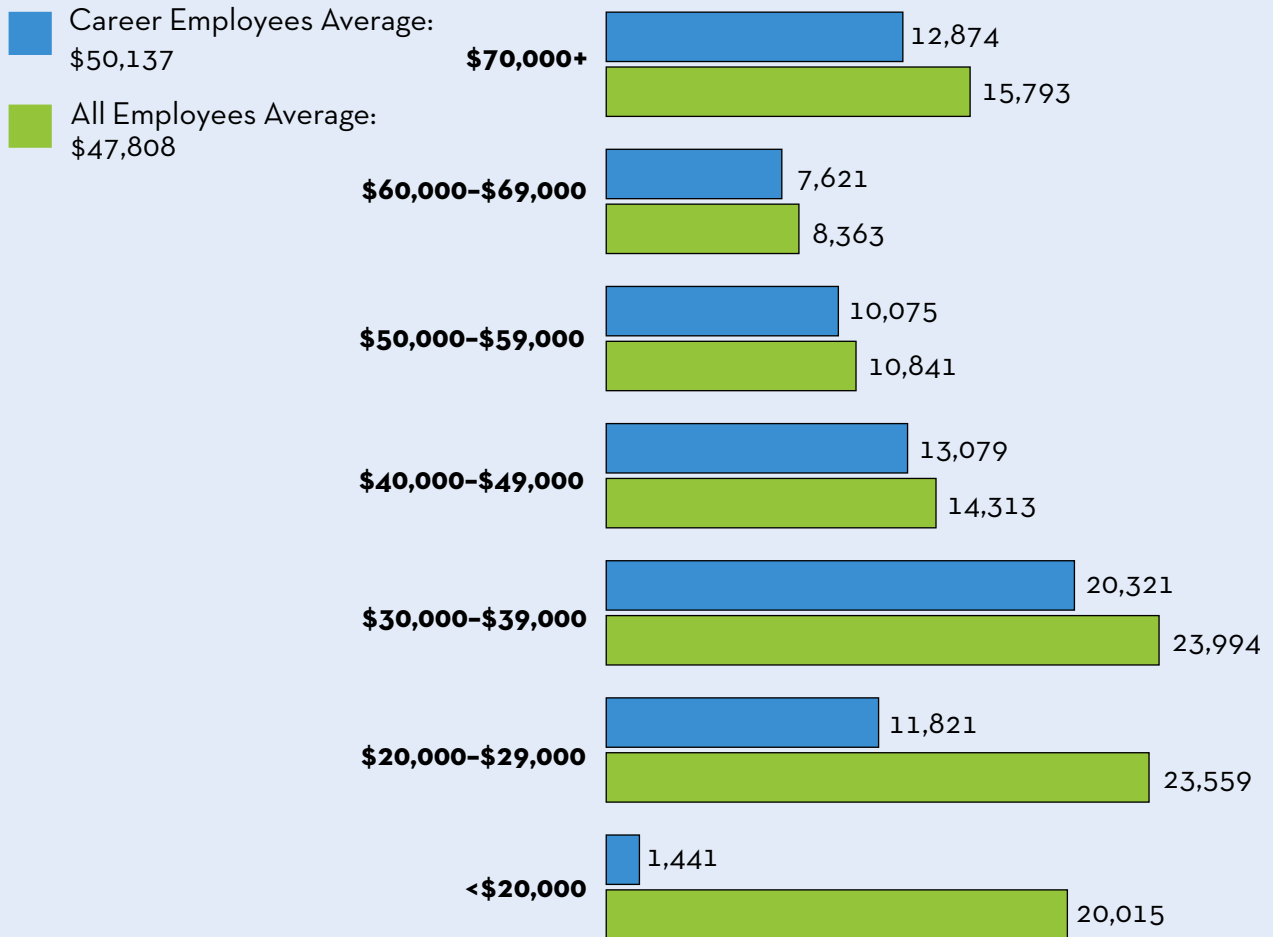
Academic Employees – Collective Bargaining Units

(Headcount – all appointment types)



Weighted Average Annual Salaries

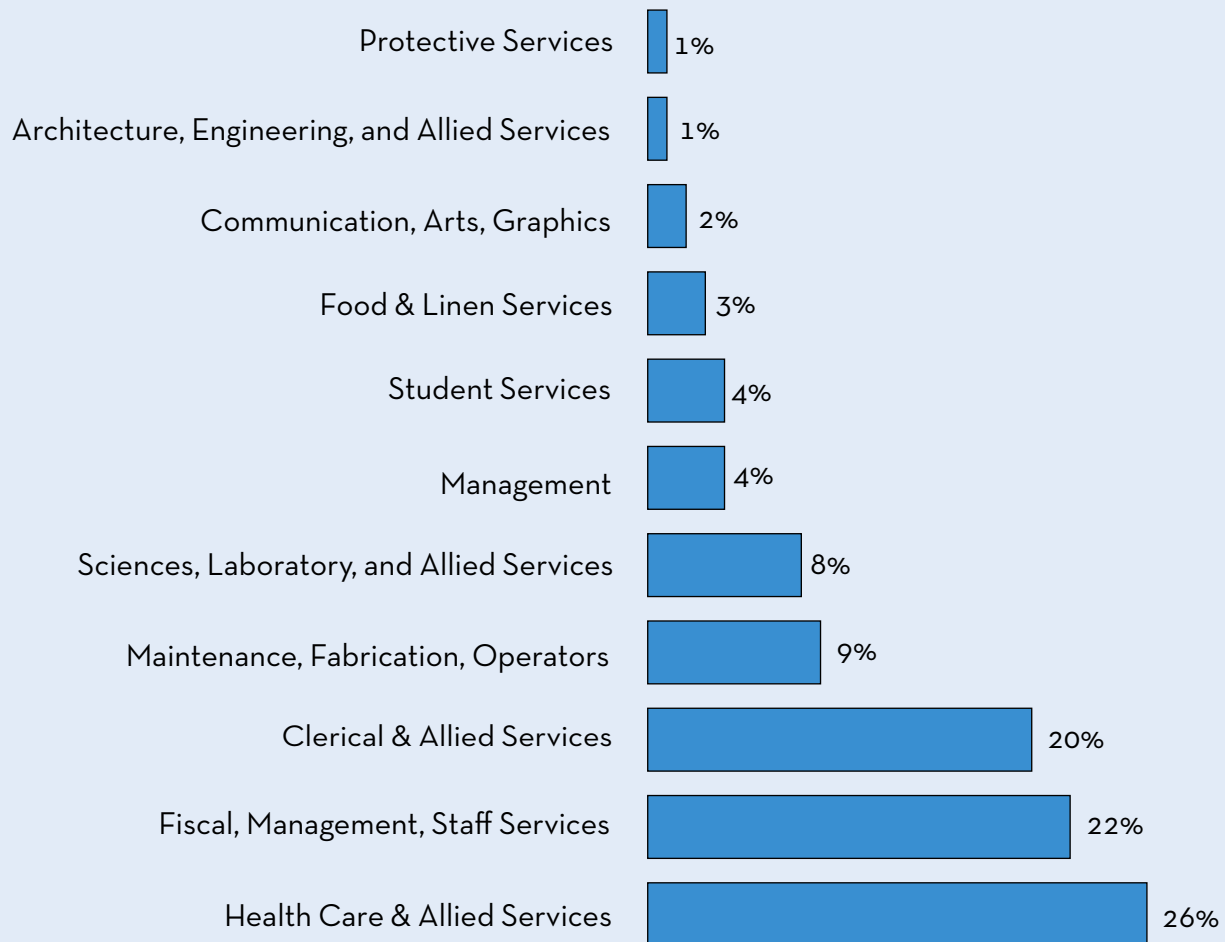
Includes all nonrepresented and represented staff;
excludes DOE Laboratory personnel
(Headcount)



Salaries are annualized and based on regular gross pay divided by FTE.

Staff Career Workforce by Occupational Group

Includes all nonrepresented and represented career staff; excludes DOE Laboratory personnel
(Refer to Appendix for Occupational Groups)

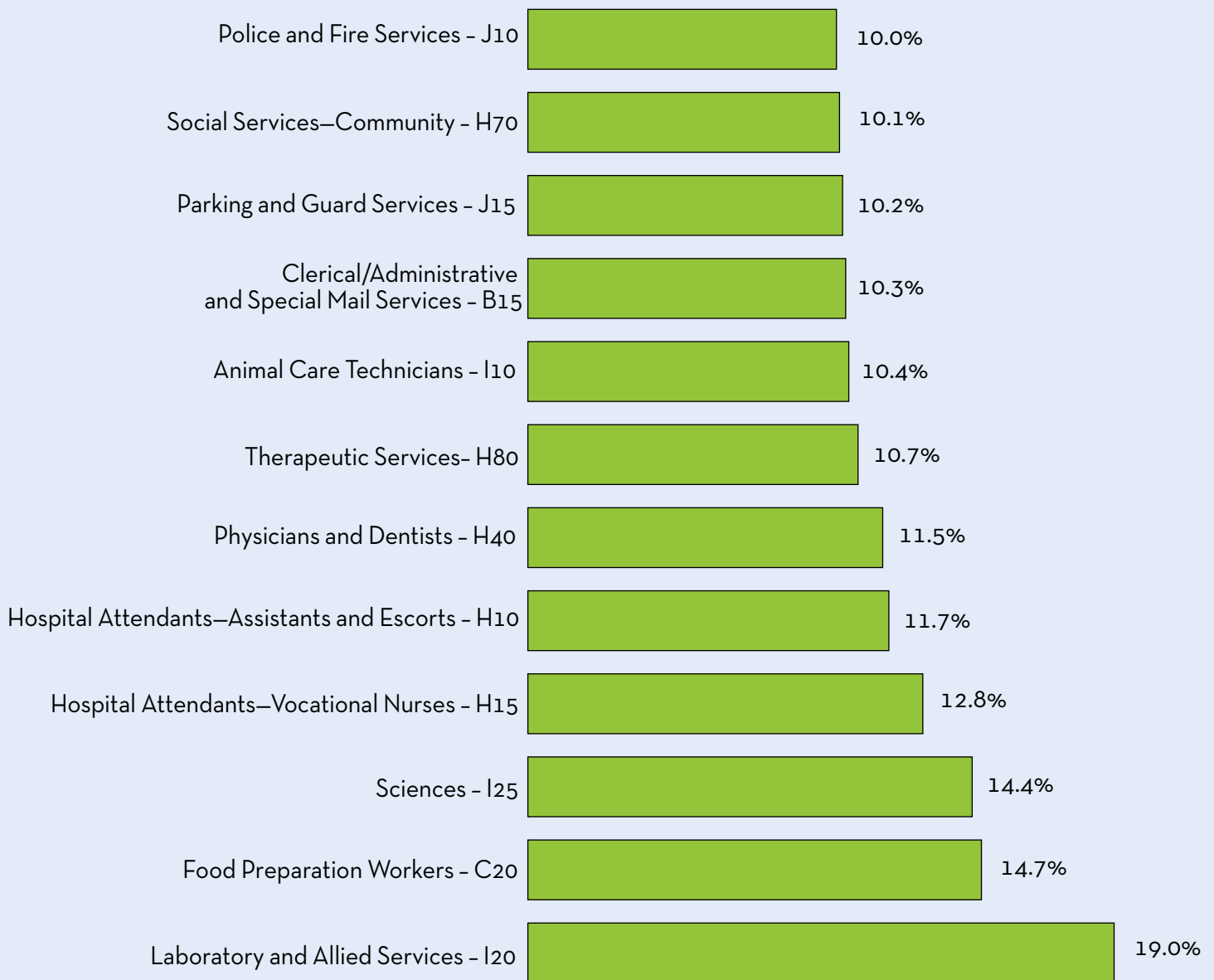


In the case of multiple appointments, employees are reported in their primary appointment only. Employees with invalid title codes are excluded.

Turnover of Staff Career Employees Above Turnover by Occupational Group

Includes all nonrepresented and represented career staff;
excludes DOE Laboratory personnel

2003 Fiscal Year

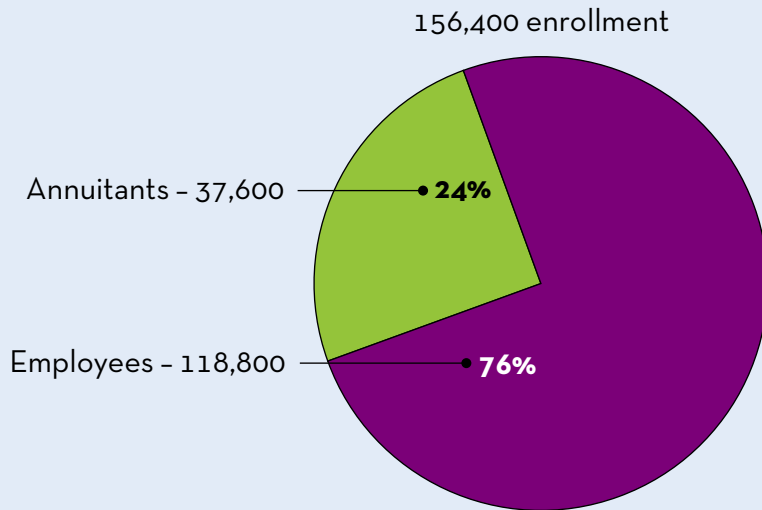


2003 Career Staff Turnover = 9.4%

Only subgroups with 100 or more incumbents are included. See glossary for definition details on turnover reporting.

Medical Plan Coverage

Includes all nonrepresented and represented staff, academics, and DOE Laboratory personnel (Headcount)



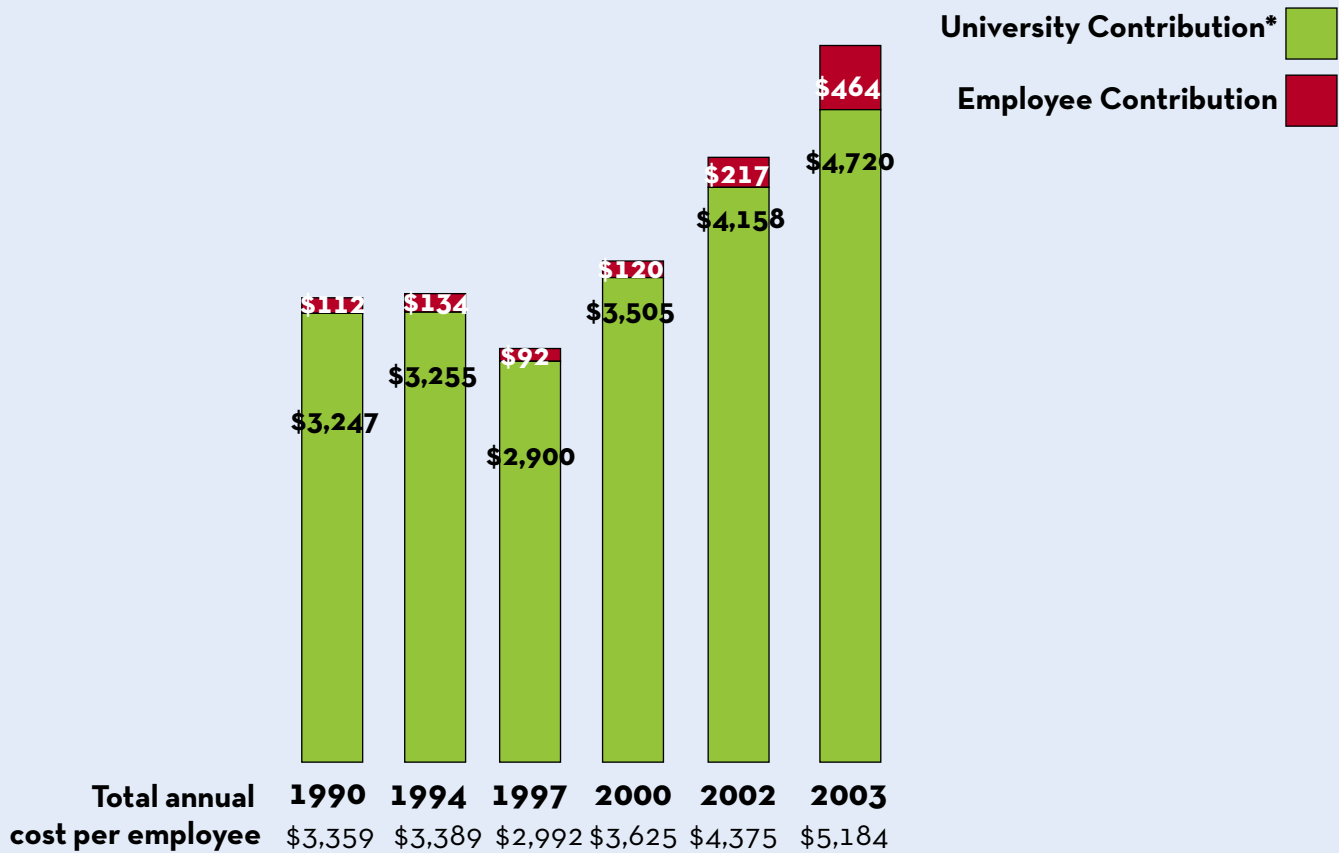
Primary subscribers (employees and annuitants) only—does not include family members

Source of Data: Corporate Personnel System October 2003 Preliminary

Medical Plan Coverage Per Capita Costs

Includes all nonrepresented and represented staff and academics

Primary subscribers only

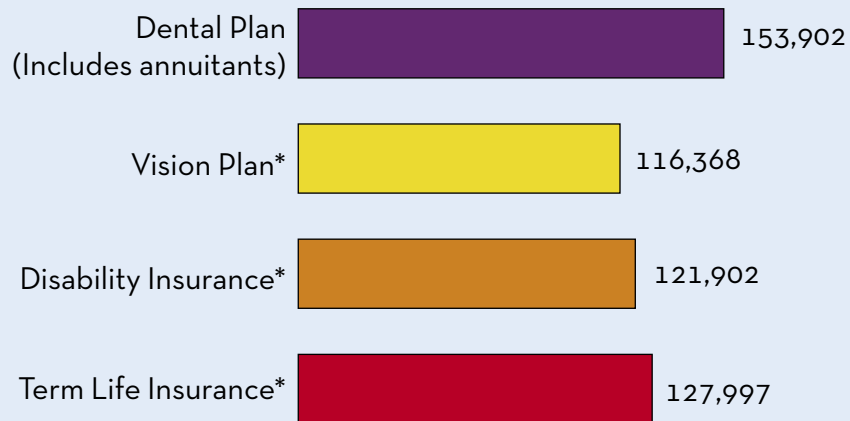


* The University contribution includes all fund sources. Excludes DOE Laboratory personnel and annuitants.

Other University-Paid Health Plan Enrollments

Includes all nonrepresented and represented staff, academics, and DOE Laboratory personnel and annuitants (Headcount)

Data does not include employee dependents



* UC-paid vision, disability, and term life insurance is not continued into retirement.

Average Premium Amounts UC Contributes for Employee Health & Welfare Benefits

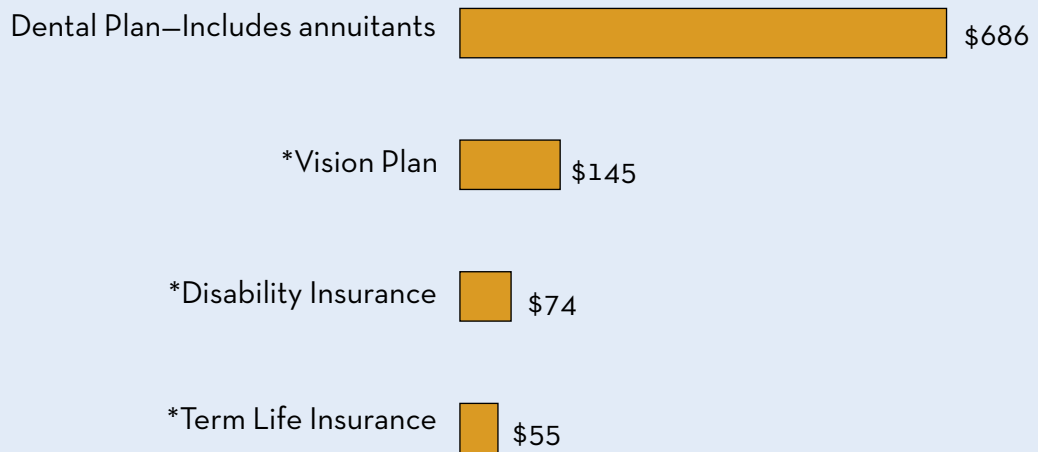
(excluding medical benefits)

Includes all nonrepresented and represented staff, academics, and DOE Laboratory personnel

Average Annual Premiums

2003 Total University contribution: \$960

Employee/Annuitant Contribution: \$0

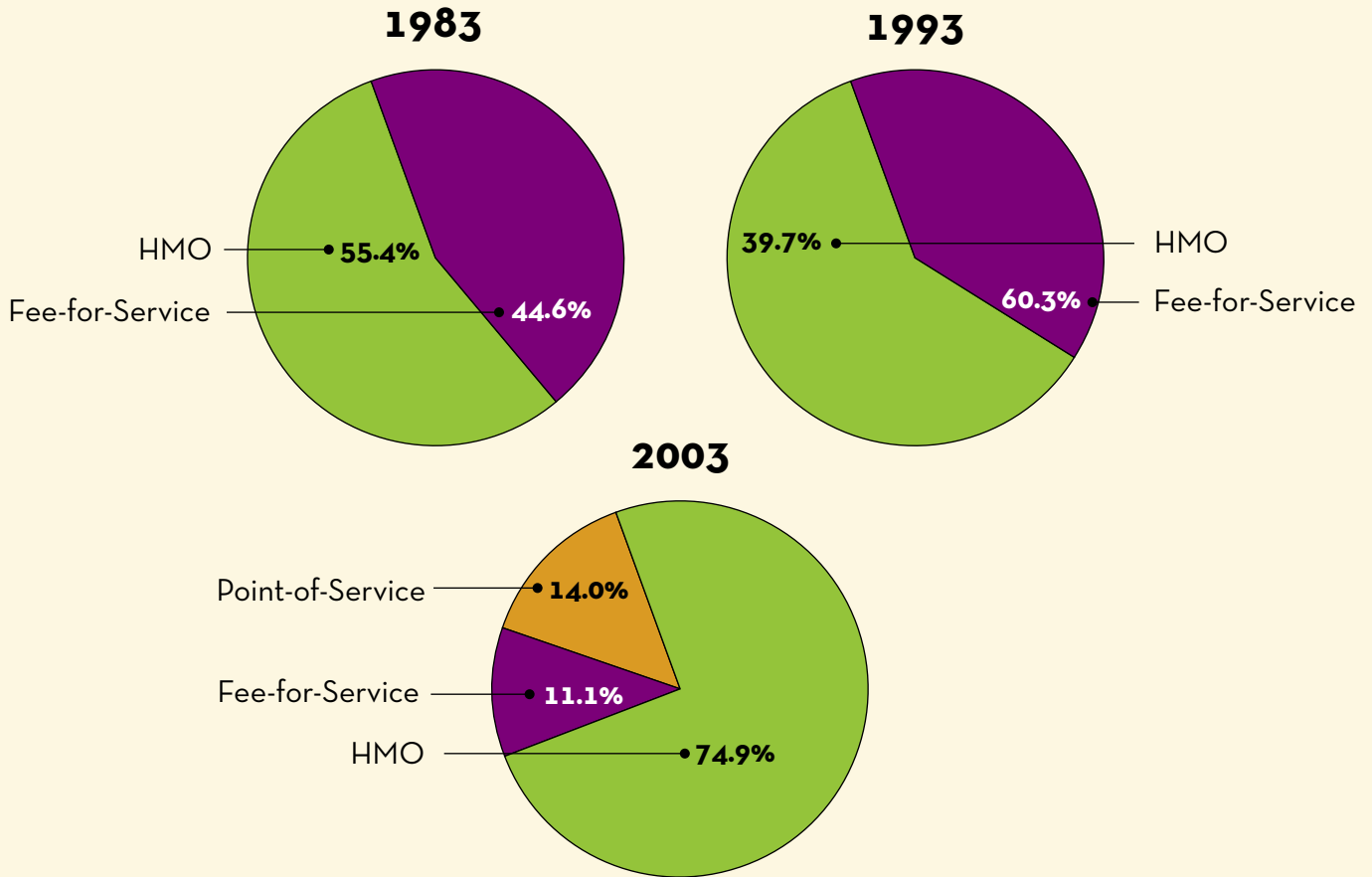


* UC-paid vision, disability, and term life insurance is not continued into retirement.

Health Plan Enrollment by Type

Includes all nonrepresented and represented staff, academics, DOE Laboratory personnel, and annuitants

Includes primary subscribers (employees and annuitants) only



Plans Available During 2003

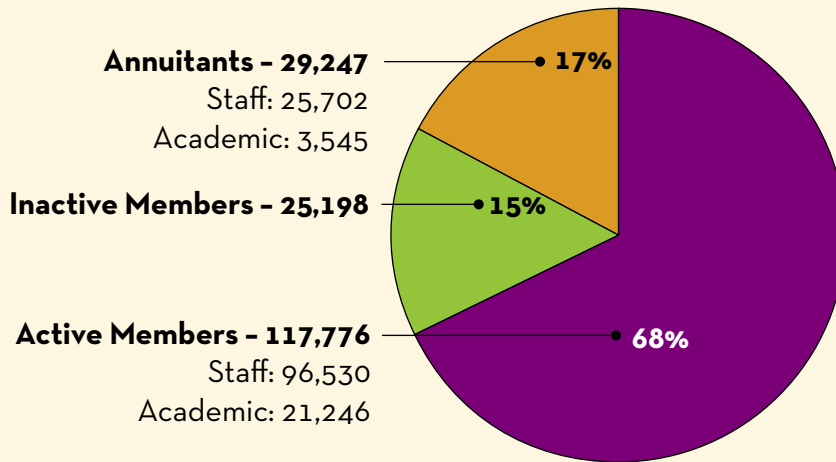
- Fee-for-Service (FFS) Plans: High Option, Core Medical, Blue Cross PPO
- Health Maintenance Organizations (HMO): Kaiser Permanente CA, Kaiser Umbrella, Kaiser MidAtlantic, Health Net, PacifiCare of California, PacifiCare of Nevada, WHA, BluePremier HMO Plan New Mexico
- Point-of-Service (POS) Plans: Blue Cross Plus, BluePremier POS (LANL only)

University of California Retirement Plan (UCRP) Membership

Includes all nonrepresented and represented staff, academic, DOE Laboratory personnel, and annuitants (Headcount)

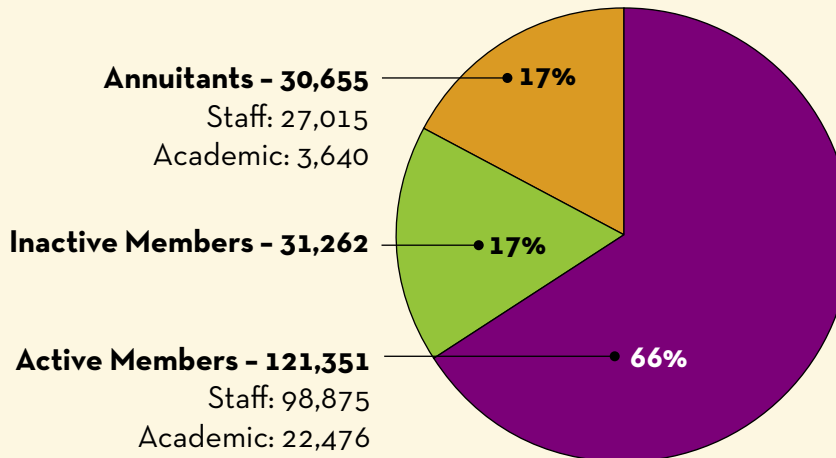
Fiscal Year 2001-02

Total membership = 172,221*



Fiscal Year 2002-03

Total membership = 183,268



Change in membership over 1-year period = 6% increase

An inactive UCRP member is a person who meets UCRP vesting qualifications and who is entitled to future benefits.

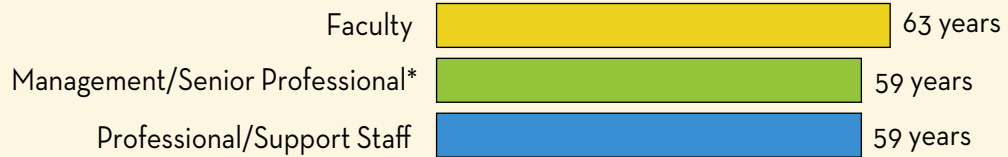
Data Source: Annual Financial Report of the University of California Retirement System—University of California Retirement Plan Year Ended June 30, 2002 and Year Ended June 30, 2003

UCRP Annuitant Membership

Includes all nonrepresented and represented staff, academic, DOE Laboratory personnel, and annuitants

Fiscal Year 2001-02

Average Retirement Age

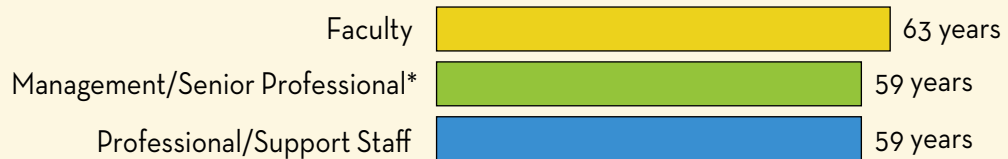


Average Years of Service Credit at Retirement

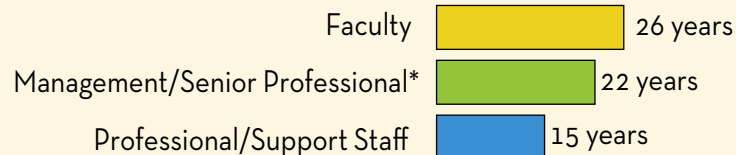


Fiscal Year 2002-03

Average Retirement Age



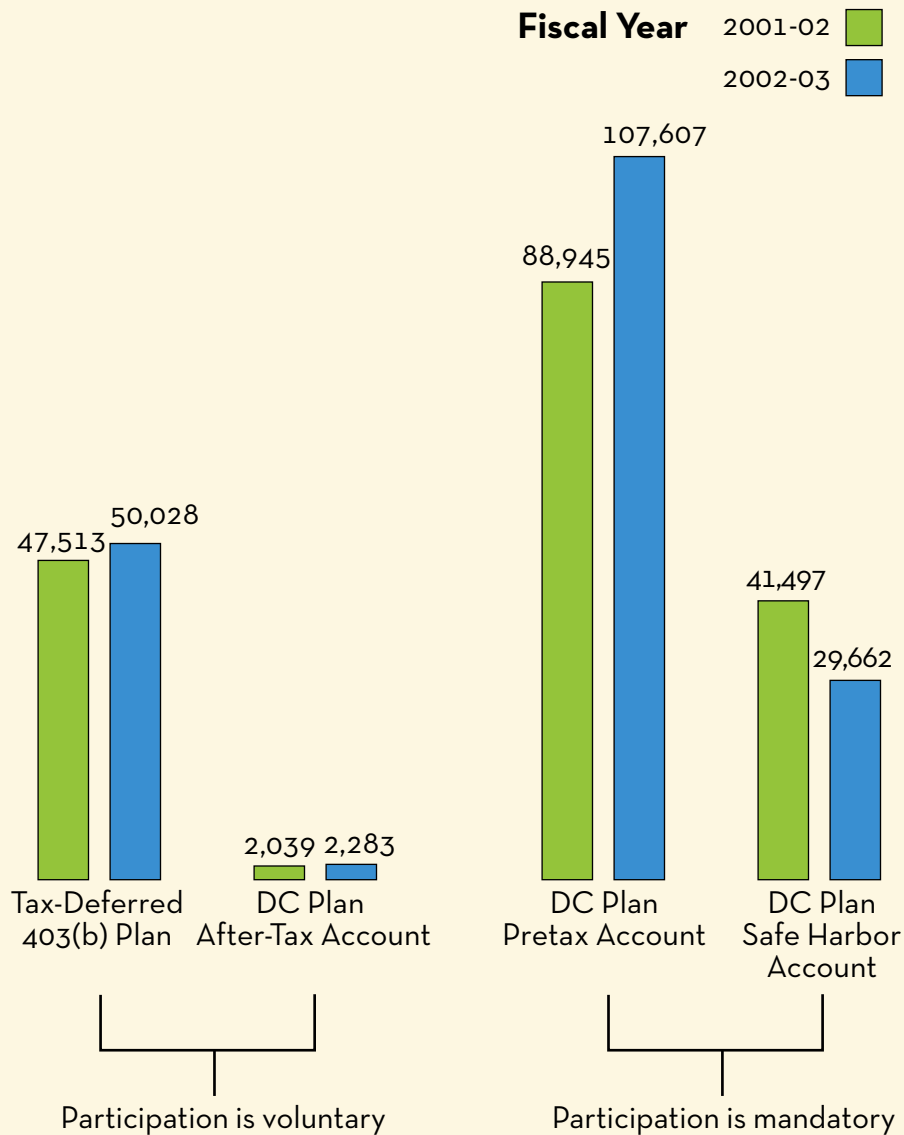
Average Years of Service Credit at Retirement



* Includes Retired Members in the Senior Management Group

Participation in UC Tax-Deferred 403(b) Plan and Defined Contribution Plan (DC Plan)*

Includes all nonrepresented and represented staff, academics, DOE Laboratory personnel, and annuitants (Headcount—active participants)

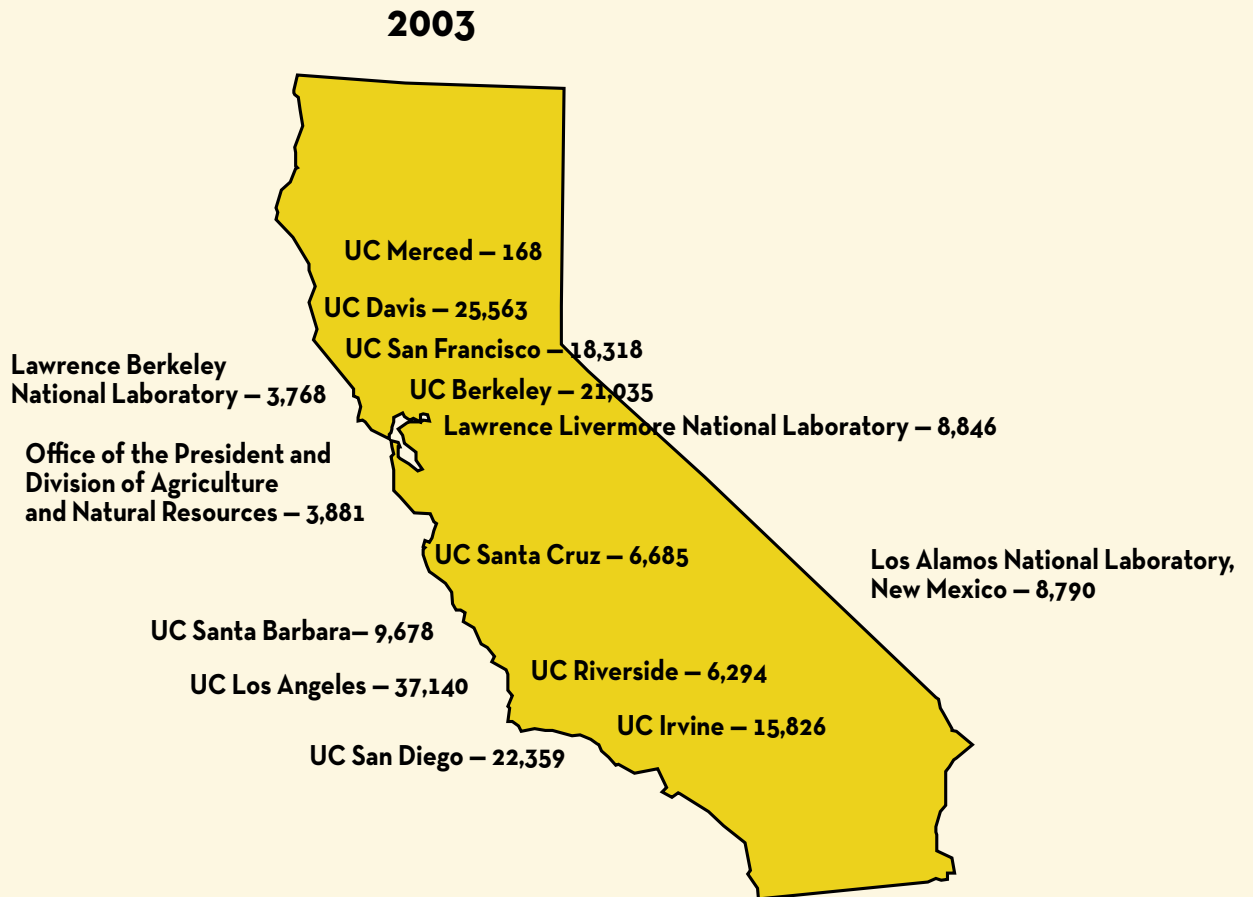


* Participants in UC Managed Funds

Source of Data: Annual Financial Report of the University of California Retirement System—Defined Contribution Plan and Tax-Deferred 403(b) Plan Year Ended June 30, 2002 and Year Ended June 30, 2003

Workforce by Location

Includes all nonrepresented and represented staff,
academics, and DOE Laboratory personnel
(Headcount — all appointment types)



Appendix

Outline of Occupational Groups and Representative Titles

A	Student Services Recreation Program Instructor Resident Advisor Counselor Student Affairs Officer	E	Architecture, Engineering Architect Drafting Technician Engineering Aide Environmental Health and Safety Specialist
B	Clerical and Allied Services Assistant Series Library Assistant Senior Clerk/Secretary Key Entry Operator Storekeeper Senior Word Processing Specialist Senior Mail Processor	F	Fiscal, Management, Staff Services Computer Operator Programmer/Analyst Computer Resource Specialist Management Services Officer Senior Budget Analyst Accountant Senior Administrative Analyst
C	Food and Linen Services Food Service Manager Cook Dietitian Food Service Worker Linen Service Worker	G	Maintenance, Fabrication, Operators Groundskeeper Physical Plant Mechanic Carpenter Electrician Building Maintenance Worker Auto Equipment Operator Reprographics Technician
D	Communication, Arts, Graphics Editor Program Representative Senior Illustrator Writer		

Appendix

Outline of Occupational Groups and Representative Titles

H Health Care and Allied Services
Senior Vocational Nurse
Clinical Laboratory Technician
Clinical Nurse
Senior Admitting Worker
Senior Hospital Assistant
Staff Pharmacist

I Sciences, Laboratory, Allied Services
Animal Technician
Assistant Veterinarian, Lab Medicine
Laboratory Assistant I
Staff Research Associate II

J Protective Services
Police Officer
Senior Parking Representative
Fire Specialist
Security Guard

M Management
Assistant Vice Chancellor
Director
Chief of Police

Glossary of Terms

Academic Employee. Academic administrators, regular teaching faculty, lecturers and other teaching faculty, student assistants, researchers, librarians, Cooperative Extension researchers, University Extension faculty, interns and residents, and other academic personnel are included.

Appointment Type

Career. A position of fixed or variable percentage of time at 50% time or more which continues for one year or longer.

Limited. A position with any established percentage of time, fixed or variable, during which the appointee is expected to be on pay status for less than 1,000 hours in a 12-month period.

Casual-Restricted. A position reserved for a regularly enrolled UC student.

Contract. A position established for a fixed or variable percentage of time for a definite period. This appointment type is used because of special salary requirements or unique occupational terms and conditions of employment, or because an employment contract is customarily used to define the employment relationship in such occupations.

Floater. A position reserved for temporary employment pools and may be established at any % of full-time for up to two years duration.

Per Diem. A position that adds to or substitutes for career and limited appointments on a pre-scheduled basis.

Bargaining Unit. A group of employees recognized or certified to be represented by a union for the purpose of collective bargaining.

Class Title Outline (Occupational Groups). UC's staff titles are categorized into eleven major occupational groupings. Representative titles for each occupational grouping appear in the Workforce Profile Appendix.

DOE Laboratory Employee. A UC employee who works at one of the three Department of Energy-sponsored Laboratory sites—Lawrence Berkeley National Laboratory, Lawrence Livermore National Laboratory or Los Alamos National Laboratory.

Fee-for-Service. A traditional health benefits plan that pays benefits directly to physicians, hospitals, or other health care providers or that reimburses the patient for covered medical services. Payment is based on actual services provided. Plan members generally share the cost of services with the plan or insurance company after paying an annual deductible.

Fiscal Year. July 1 through June 30.

Full-time Equivalent (FTE). FTE reflects the amount of service, either full-time or part-time, for an employee during a month.

Fund Source. UC receives funding from a number of different sources. The funds have been grouped into seven major sources: General Funds; Teaching Hospital Funds; Auxiliary Enterprises Sales and Services; Contracts, Grants, Endowments; Tuition and Fees; Federal Funds; and Other.

Headcount. The number of individual appointees in a title regardless of the percentage of time served in that title. The reports in the Workforce Profile are based on unduplicated headcount data, meaning an employee is counted only once regardless of the number of positions held. The position in which the employee works the greatest percentage of time is the one counted. For example, an employee holding a career position of 80% and a casual position of 20% is counted under one career appointment category.

Health Maintenance Organization (HMO). Medical services are prepaid, there is no annual deductible, and a set premium covers all services. Copayments are required for some procedures and services.

Ladder Ranks and Equivalent. The ladder rank faculty includes those appointed to the Professorial series (Professor, Associate Professor, Assistant Professor, and Instructor). The equivalent ranks are those title series which are granted the same rights and privileges as the Professorial series in relation to certain policies and procedures. The equivalent ranks are the Astronomer, Agronomist, Clinical Professor of Dentistry, and Supervisor of Physical Education series.

Length of Service. The period of time elapsed since the most recent date of hire. Therefore, if an employee has a break in service, only the period after the break will be reported in this Profile. The length of service data in this report is not the same as service credit calculated for retirement purposes.

Medical Center Employees For purposes of this report, medical center employees are identified by their organizational unit.

Nonrepresented Employees (also referred to as nonexclusively represented employees). Employees for whom no exclusive representative has been elected.

Point-of-Service Plan (POS). A multi-tiered health plan that allows members to receive services from a participating network or non-participating provider, usually with a financial disincentive for going outside the network. Plan members pay for services based on the tier of coverage they select.

Preferred Provider Organization (PPO). A group of hospitals and physicians that contract on a fee-for-service basis with employers, insurance companies or other third party administrators to provide comprehensive medical services. Providers exchange discounted services for increased volume and prompt payment. Participants' out-of-pocket costs are usually lower than under a fee-for-service plan.

Primary Title. For employees with more than one title code, the primary title is the title credited with the most time worked for the month. Where time worked is equal, but personnel programs differ (in the case of an academic appointment and a staff appointment), or where the staff categories differ, the title in the highest-ordered category is chosen as the primary title: 1. Staff Member—Senior Management; 2. Academic (excluding student appointments); 3. Staff Member—Management and Senior Professional; 4. Staff Member—Professional and Support Staff or student appointments.

Represented Employees (also referred to as exclusively represented employees). Employees for whom a union has been elected to represent them on issues pertinent to terms and conditions of employment.

Staff Personnel Program. The University consolidated the former four-tiered staff personnel programs into one program on July 1, 1996. Within the program, staff members are categorized into three major groups: Senior Management, Management and Senior Professionals, and Professional and Support Staff. For purposes of this profile, the term "Professional and Support Staff" includes employees subject to the personnel policies for staff members as well as those covered by collective bargaining agreements, unless otherwise noted.

Staff. For purposes of this report, non-academic employees (including management) at all locations are included (except DOE Laboratories).

Student Employee. A regularly enrolled UC student (undergraduate or graduate student) in staff positions fills casual-restricted positions reserved specifically for student employees. Employees in these positions only are considered student employees.

Turnover Rate. The number of employees (voluntarily or involuntarily) separated from UC divided by the number of employees who have been employed during any part of a fiscal year. Employees subject to layoff are excluded.

Union Representation. Employees have union representation if they are exclusively represented by a certified bargaining agent. Specifically excluded from representation are managers, students, confidential employees, and employees who work out of state.

University of California Retirement Plan (UCRP). A defined benefit plan established and maintained under Section 401(a) of the Internal Revenue Code. Benefits are determined not by contributions to the Plan, but by defined formulas that vary according to the type of benefits.

University of California Tax-Deferred 403(b) Plan. A defined contribution plan described under Section 403(b) of the Internal Revenue Code. Future benefits from the Plan are based on participants' voluntary contributions plus earnings, and vesting is immediate.

University of California Defined Contribution Plan (DC Plan). A defined contribution plan under Section 401(a) of the Internal Revenue Code. Future benefits from the Plan are based on participants' contributions plus earnings and limited employer contributions (summer salary), and vesting is immediate.

UCRP Inactive Member. UCRP vested Member who has terminated employment with UC and who is entitled to future benefits.

UCRP Annuitant. Individual who is receiving monthly UCRP retirement, disability, or survivor income.

Weighted Average Annual Salaries. This is calculated by dividing regular gross pay by the full-time equivalent (FTE).

University of California

Nondiscrimination and Affirmative Action Policy Statement

The University of California prohibits discrimination against or harassment of any person employed by or seeking employment with the University on the basis of race, color, national origin, religion, sex, physical or mental disability, medical condition (cancer-related or genetic characteristics), ancestry, marital status, age, sexual orientation, citizenship, or status as a covered veteran (special disabled veteran, recently separated veterans, Vietnam era veteran, or any other veteran who served on active duty during a war or in a campaign or expedition for which a campaign badge has been authorized).

The University of California is an affirmative action/equal opportunity employer. The University undertakes affirmative action to assure equal employment opportunity for minorities and women, for persons with disabilities, and for special disabled veterans, recently separated veterans, Vietnam era veterans, and any other veterans who served on active duty during a war or in a campaign or expedition for which a campaign badge has been authorized.

University policy is intended to be consistent with the provisions of applicable State and Federal laws. Inquiries regarding the University's equal employment opportunity policies may be directed to:

Staff and Management: Mattie L. Williams, Director—Diversity and Employee Programs, UC Office of the President, (510) 987-0865, e-mail: Mattie.Williams@ucop.edu

Academic: Sheila O'Rourke, Executive Director—Academic Advancement, UC Office of the President, (510) 987-9499, e-mail: Sheila.O'Rourke@ucop.edu



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