

# THE UNIVERSITY OF SHEFFIELD

## Annual Staffing Report

1<sup>st</sup> August 2004 – 31<sup>st</sup> July 2005

### INTRODUCTION

This is the eleventh Annual University of Sheffield Staffing Report, covering the period 1 August 2004 – 31 July 2005. An Executive Summary to the Report has also been provided.

The aims of this Report are to provide a framework for the analysis of management information at the University and to highlight important emerging staffing trends. This analysis contributes to the achievement of the University's academic mission, through the setting of equal opportunity targets, and through informing University planning and decision making processes and all activities undertaken across the University by the Department of Human Resources, in support of the University's HR Strategy.

The data set out in this Report relates to current University staff, those who have left the University and all those making an application to join the University during the reporting period. As with previous years, the data has been evaluated according to a number of factors including age, disability, ethnicity, gender and working commitment. Comparisons are made and key trends identified where helpful.

55% of University staff are female and 4% of staff are known to have a disability. These proportions have remained broadly constant over the past last five years. The proportion of University staff of minority ethnic origin is 7%, compared to 4% in 2000 – 200. This compares to 8.3% in the local working population.

Over the 2004 – 2005 reporting period the proportion of female academic staff has increased or remained broadly constant across all grades and there has been an 8% increase in the proportion of women in the most senior grade of the academic-related staff category. Since 2002 the percentage of female staff has increased across all faculties.

Specific examples of progress can also be identified in the areas of recruitment and promotion as follows. There has been a 33% increase in the number of minority ethnic origin applicants for University positions in the last year. In the Clinical staff category 50% of appointees were female compared to 13% in the previous year. These improvements reflect our commitment to ensuring that the University staff reflects relevant local, national and international pool of applicants. In the area of promotions, the proportion of female staff promoted to Senior Lecturer rose from 21% to 30% over the past year. Overall, increasing the success rate of minority ethnic origin candidates in the areas of recruitment and promotion remains a high priority for the University.

Finally, I would like to thank all staff in the Department of Human Resources, whose important contributions make this Report possible, for their continued commitment to the Department of Human Resources and its work in support of the University, in achieving its mission and aims as a whole.

**ROSIE VALERIO**  
Director of Human Resources Management

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## Chapter 1 EXECUTIVE SUMMARY REPORT

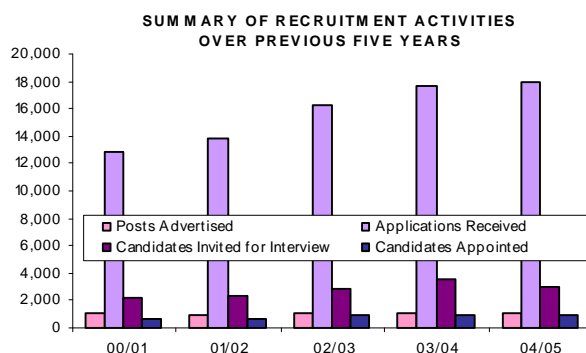
This eleventh Annual University of Sheffield Staffing Report covers the period 1<sup>st</sup> August 2004 – 31<sup>st</sup> July 2005.

For the fourth year summary data and a brief account of key statistics and developments from the Annual Staffing Report have been provided in an Executive Summary Report.

### 1.1 STAFF RECRUITMENT AND SELECTION

- n 1,065 posts were advertised this year, a 2% decrease from the previous year.
- n 17,885 applications were received, equating to a 1% increase from the previous year, with the average number of applicants per post being 17, compared to 16 applicants per post in the previous year.
- n 17% of all applicants were invited for interviews, compared with 20% in the previous year.
- n 6% of all applicants and 34% of candidates invited for interview were appointed to posts, compared to 5% of all applicants and 30% of candidates invited for interview in 1999/00.
- n The number of candidates appointed to posts has increased by 42%, compared with the previous year and by 123% since 2001/02.
- n There was a 33% increase in the number of minority ethnic applicants.

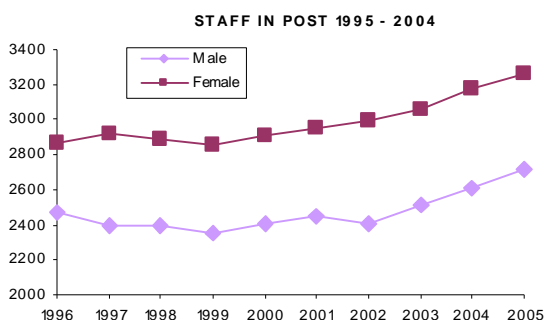
	00/01	01/02	02/03	03/04	04/05
Posts Advertised	1042	955	1058	1089	1065
Applications Received	12841	13794	16254	17665	17885
Candidates Invited for Interview	2213	2271	2849	3530	3036
Candidates Appointed	664	737	905	905	1025



### 1.2 CURRENT STAFF

- n The total number of staff in posts has steadily risen by 15% over the past 6 years, from 5,210 in 1999 to 5,983 in 2005.
- n 55% of staff are female; this proportion has remained largely unchanged since 1999.
- n The percentage of female academic staff has increased across all faculties from the previous year except the Faculty of Pure Science and Law where the percentage has remained constant.
- n The age profile of the organisation has remained broadly constant over the past 5 years; 56% of current staff are over 40 years old and 29% over 50.
- n 26% of all staff work on a part-time basis (of which 85% are female), this proportion has remained broadly constant over the past 5 years.
- n 4% of current staff are known to have a disability; a slight decrease from the previous year.
- n The proportion of staff of minority ethnic origin is currently 7%, compared to 5% in 2001 (compared to 8% in the local population- 2001 Census data).
- n The number of research staff has increased by 10% from the previous year and 25% over the past 4 years.

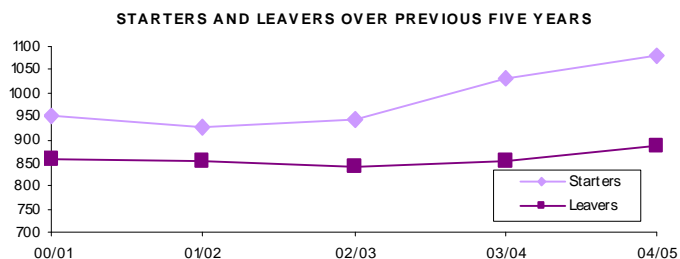
	Male	Female	Total
1996	2466	2861	5327
1997	2399	2921	5320
1998	2398	2892	5290
1999	2354	2856	5210
2000	2402	2907	5309
2001	2444	2951	5395
2002	2407	2999	5406
2003	2510	3059	5569
2004	2608	3176	5784
2005	2720	3263	5983



### 1.3 STARTERS AND LEAVERS

- n The number of starters (1080) exceeded the number of leavers (886) this year by 194 out of the total current staff of 5,983.
- n Staff turnover was 15%; this has remained relatively stable over the past 5 years.
- n Staff turnover was highest in the research (24%) and ancillary (19%) categories, and within the Faculty of Arts (21%), Pure Science (17%) and Admin/FMD (15%).
- n 33% of all starters were part-time, compared with 26% of all current staff.
- n 13% of all starters were of minority ethnic origin, compared with 7% of current staff.
- n 114 work permit applications were made in 2004/05, a 6% decrease from the previous year.

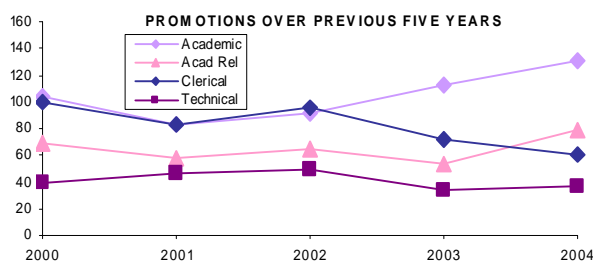
	00/01	01/02	02/03	03/04	04/05
Starters	949	928	943	1031	1080
Leavers	857	853	841	852	886
Variance	92	75	102	179	194



### 1.4 STAFF PROMOTIONS

- n From the academic, academic-related, clerical and technical staff pool a total of 305 staff were promoted in 2004, broadly constant since 1998.
- n 7% of the total pool were promoted, the same as the previous year, compared with 10% in 1998.
- n 47% of staff promoted were female.
- n 41% of all promotions were in the academic category and 26% in the clerical category.
- n The proportion of those promoted who were known to be disabled was 4%, compared to 3% in the previous year.
- n The proportion of those promoted who were of minority ethnic origin has decreased from 5% in the previous year to 4% in 2004.

	2000	2001	2002	2003	2004
Academic	104	83	91	112	130
Acad Rel	69	58	65	54	79
Clerical	100	83	95	71	60
Technical	40	46	49	33	36
Total	313	270	300	270	305



## 1.5 Statistics At A Glance

	99/00	00/01	01/02	02/03	03/04	04/05
Posts advertised	947	1,042	955	1,058	1,089	1,065
Applications received	13,951	12,841	13,794	16,254	17,665	17,885
Invited for interview	2,091	2,213	2,271	2,849	3,530	3,036
Candidates appointed	637	664	737	905	1,186	1025
Total no. of staff	5,309	5,395	5,406	5,569	5,784	5,983
% of female staff	55	55	55	55	55	55
% of female staff in SET*	45	45	47	46	47	47
% of female academic staff	26	27	29	30	32	33
% of female academic staff in SET*	21	23	24	26	27	27
% of current staff over 40	55	57	56	56	56	54
% of part-time staff	27	28	26	26	27	26
% of current staff disabled	5	4	4	5	5	4
% of current staff of minority ethnic origin	-	4	5	6	7	7
Starters minus leavers	128	92	75	102	179	194
Staff turnover (%)	15	16	16	15	15	15
No. of work permits	96	108	88	65	121	114
% of total pool promoted	10	8	7	8	7	7
% promoted of female staff	52	61	57	55	49	47
% promoted of part-time staff	11	14	9	10	11	10
% promoted known to be disabled	N/A	4	4	6	3	4
% promoted of minority ethnic origin	N/A	4	4	5	5	4

\*SET includes the Faculties of Engineering, Medicine and Pure Science.

## Chapter 2 ANALYSIS OF RECRUITMENT

This chapter provides analysis on the applications, interviews and appointments of posts advertised between 1<sup>st</sup> August 2004 and 31<sup>st</sup> July 2005.

The monitoring undertaken is reliant upon the voluntary declaration of status, in relation to ethnicity and disability, by the completion and return of monitoring forms. The analysis therefore relates only to those whose status is known.

In terms of individual applicants, information is available on:

- n Gender for 91% of applicants (92% in the previous year).
- n Known disability for 86% of applicants (90% in the previous year).
- n Ethnic origin for 89% of applicants (91% in the previous year).

At the time of writing, the outcome of 138 of the 1065 posts advertised (13%) is unknown and the application status of 2154 of the 17885 applicants (12%) is unknown. 39 candidates withdrew their application after being invited for interview and 76 candidates refused an offer of appointment.

NB. It should be noted that an unusually high number of posts have been advertised in June and July this year, of which several appointments are yet to be decided.

**Overall:**

- n **1,065 posts were advertised this year, a 2% decrease from the previous year.**
- n **17,885 applications were received, equating to a 1% increase from the previous year, with the average number of applicants per post being 17, compared with 16 in the previous year.**
- n **17% of all applicants were invited for interviews, compared with 20% in 2003/04. 6% of all applicants (and 34% of candidates invited for interview) were appointed to posts.**
- n **Female applicants had a significantly higher success rate than males at the application stage (20% compared to 14%). Males had a slightly higher success rate at the interview stage (33% compared to 32%).**
- n **The number of candidates appointed to posts increased by 42%, compared with the previous year and by 123% since 2001/02.**
- n **In both the clinical category and the Faculty of Architecture, the proportion of females interviewed and appointed has risen significantly. In the clinical category 50% of appointees were female, compared to 13% in the previous year. In the Faculty of Architecture 73% of interviewees were female compared to 9% in 2002/03.**
- n **There was a 33% increase in the number of minority ethnic applicants.**

### 2.1 Posts Advertised, Application and Selection

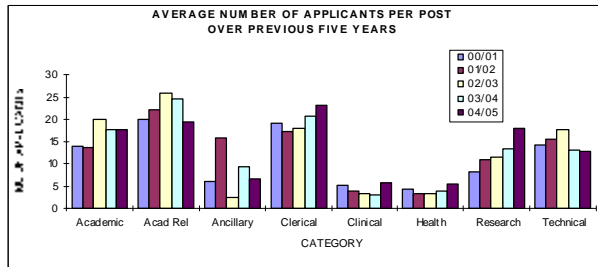
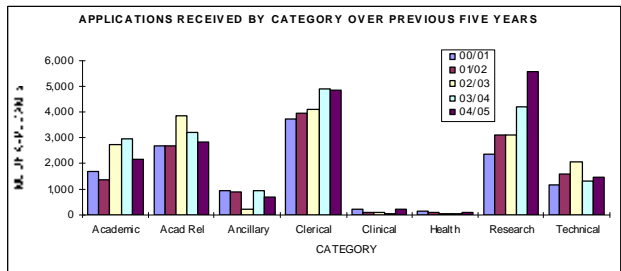
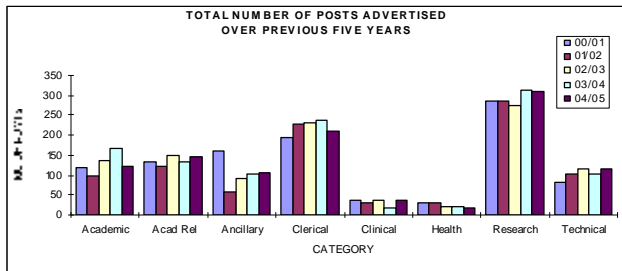
- n The number of posts advertised decreased by 2% from the previous year.
- n The average number of applicants per post was 17, the highest level over the past 6 years.

There was a slight decrease in interviewees and appointees from the previous year:

- n 17,885 applications were received, an increase of 1% from the previous year.
- n 3,036 applicants were invited for interview, a decrease of 14% from the previous year.
- n 1,025 applicants were appointed, a decrease of 14% from the previous year.

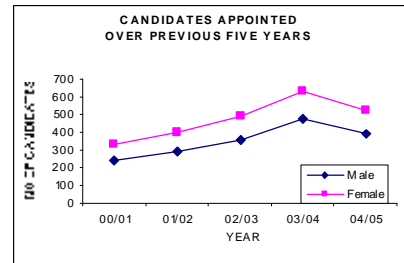
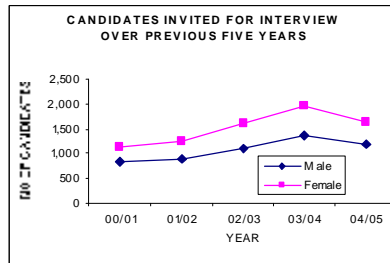
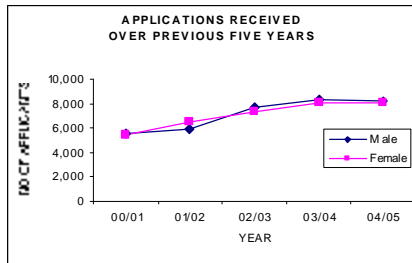
### 2.1.1 Posts Advertised and Number of Applicants

	Total Number of Posts Advertised					Total Number of Applicants					Average Number of Applicants per Post					Total % Incr in posts advertised over prev yr
	00/01	01/02	02/03	03/04	04/05	00/01	01/02	02/03	03/04	04/05	00/01	01/02	02/03	03/04	04/05	
Academic	120	100	136	167	123	1,665	1,373	2,731	2,928	2,151	14	14	20	18	17	-26
Acad Rel	132	121	150	132	145	2,660	2,689	3,845	3,228	2,828	20	22	26	24	20	10
Ancillary	159	57	93	101	105	966	899	231	952	704	6	16	2	9	7	4
Clerical	194	228	231	238	211	3,727	3,958	4,096	4,904	4,842	19	17	18	21	23	-11
Clinical	38	30	37	18	38	196	117	119	56	219	5	4	3	3	6	111
Health	32	32	20	19	16	132	104	68	74	86	4	3	3	4	5	-16
Research	287	286	274	312	310	2,347	3,093	3,119	4,201	5,581	8	11	11	13	18	-1
Technical	80	101	117	102	117	1,148	1,561	2,045	1,322	1,474	14	15	17	13	13	15
<b>TOTAL</b>	<b>1,042</b>	<b>955</b>	<b>1,058</b>	<b>1,089</b>	<b>1,065</b>	<b>12,841</b>	<b>13,794</b>	<b>16,254</b>	<b>17,665</b>	<b>17,885</b>	<b>12</b>	<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b>	<b>-2</b>



### 2.1.2 Application and Selection

	Applications Received					Candidates Invited for Interview					Candidates Appointed				
	00/01	01/02	02/03	03/04	04/05	00/01	01/02	02/03	03/04	04/05	00/01	01/02	02/03	03/04	04/05
Male	5,549	5,953	7,762	8,308	8,229	847	893	1,115	1,383	1,190	239	293	358	475	395
Female	5,415	6,554	7,328	8,030	8,049	1,143	1,254	1,621	1,977	1,640	331	396	493	636	523
Unkn	1,877	1,287	1,164	1,327	1,607	223	124	113	170	206	94	48	54	75	107
<b>TOTAL</b>	<b>12,841</b>	<b>13,794</b>	<b>16,254</b>	<b>17,665</b>	<b>17,885</b>	<b>2,213</b>	<b>2,271</b>	<b>2,849</b>	<b>3,530</b>	<b>3,036</b>	<b>664</b>	<b>737</b>	<b>905</b>	<b>1,186</b>	<b>1,025</b>



## 2.2 Analysis By Category and Gender

### Candidates applying

- n 49% of all applications received were from female applicants, constant with the previous year.
- n There was a 291% increase in the number of applications in the clinical category which is mostly due to a 111% increase in the number of posts advertised in the clinical category.
- n Female applicants rose by 5% in the academic category compared with the previous year.
- n Female applicants were most strongly represented in the clerical and health categories, with 72% and 86% female applicants respectively and least strongly in the clinical, ancillary and academic categories, with 32%, 35% and 33% female applicants respectively.

### Candidates invited for interview

- n 58% of candidates invited for interview were female, broadly constant with the previous year.
- n At the application stage female applicants were more likely to be interviewed in every category. The difference is most significant in the ancillary and clerical categories where female applicants have a success rate of 45% and 19%, compared to male applicants who have a success rate of 25% and 10%.
- n The proportion of female applicants interviewed in the clinical category has increased from 9% in the previous year to 44% this year.

### Candidates appointed

- n 57% of candidates appointed were female, constant with the previous year.
- n The proportion of female candidates appointed to academic and research posts have decreased, compared with the previous year by 5% and 6% respectively.
- n The proportion of female candidates appointed in the clinical category has increased from 13% in the previous year to 50% this year.
- n Female applicants had a higher success rate than male applicants in all categories except for the health, research and technical categories. The largest difference in success rates at the interview stage was in the ancillary category, where female applicants had a 80% success rate and male applicants had just a 44% success rate.

#### 2.2.1 Applications Received

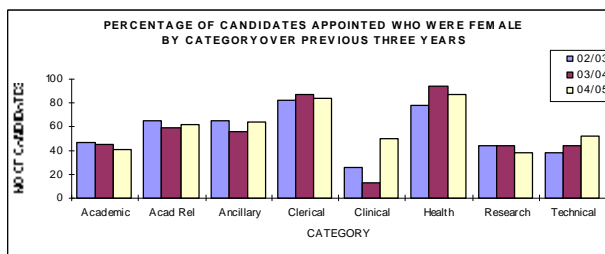
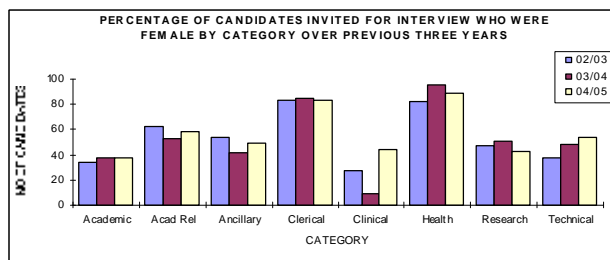
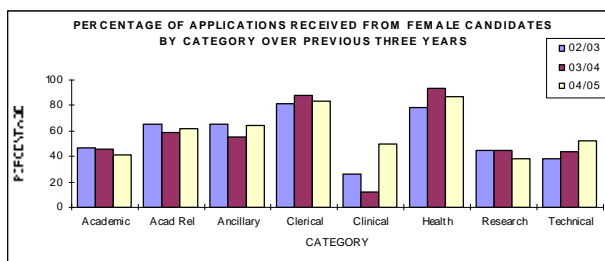
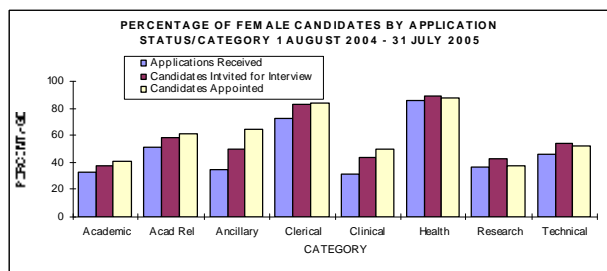
	02/03					03/04					04/05					Total % Incr over prev yr
	M	F	Unkn	Total	% F	M	F	Unkn	Total	% F	M	F	Unkn	Total	% F	
Academic	1,827	637	267	2,731	26	1,920	758	250	2,928	28	1,334	650	167	2,151	33	-27
Acad Rel	1,626	1,961	258	3,845	55	1,357	1,477	394	3,228	52	1,269	1,329	230	2,828	51	-12
Ancillary	143	75	13	231	34	677	191	84	952	22	390	211	103	704	35	-26
Clerical	1,082	2,921	93	4,096	73	1,339	3,464	101	4,904	72	1,298	3,340	204	4,842	72	-1
Clinical	83	18	18	119	18	46	5	5	56	10	125	59	35	219	32	291
Health	9	57	2	68	86	12	61	1	74	84	11	68	7	86	86	16
Research	1,555	1,156	408	3,119	43	2,221	1,564	416	4,201	41	3,051	1,749	781	5,581	36	33
Technical	1,437	503	105	2,045	26	736	510	76	1,322	41	751	643	80	1,474	46	11
<b>TOTAL</b>	<b>7,762</b>	<b>7,328</b>	<b>1,164</b>	<b>16,254</b>	<b>49</b>	<b>8,308</b>	<b>8,030</b>	<b>1,327</b>	<b>17,665</b>	<b>49</b>	<b>8,229</b>	<b>8,049</b>	<b>1,607</b>	<b>17,885</b>	<b>49</b>	<b>1</b>

## 2.2.2 Candidates Invited for Interview

	02/03					03/04					04/05					Total % Incr over prev yr
	M	F	Unkn	Total	% F	M	F	Unkn	Total	% F	M	F	Unkn	Total	% F	
Academic	209	109	18	336	34	241	141	24	406	37	173	105	8	286	38	-30
Acad Rel	221	366	18	605	62	199	225	16	440	53	198	271	19	488	58	11
Ancillary	45	52	11	108	54	201	147	69	417	42	97	96	70	263	50	-37
Clerical	142	702	11	855	83	160	861	12	1,033	84	132	651	26	809	83	-22
Clinical	29	11	1	41	28	20	2	1	23	9	22	17	1	40	44	74
Health	6	29	-	35	83	2	42	-	44	95	3	25	1	29	89	-34
Research	268	236	40	544	47	404	414	42	860	51	436	324	68	828	43	-4
Technical	195	116	14	325	37	156	145	6	307	48	129	151	13	293	54	-5
<b>TOTAL</b>	<b>1,115</b>	<b>1,621</b>	<b>113</b>	<b>2,849</b>	<b>59</b>	<b>1,383</b>	<b>1,977</b>	<b>170</b>	<b>3,530</b>	<b>59</b>	<b>1,190</b>	<b>1,640</b>	<b>206</b>	<b>3,036</b>	<b>58</b>	<b>-14</b>

## 2.2.3 Candidates Appointed

	02/03					03/04					04/05					Total % Incr over prev yr
	M	F	Unkn	Total	% F	M	F	Unkn	Total	% F	M	F	Unkn	Total	% F	
Academic	51	44	7	102	46	68	57	7	132	46	52	36	3	91	41	-31
Acad Rel	54	99	4	157	65	52	74	5	131	59	54	86	8	148	61	13
Ancillary	24	44	10	78	65	84	106	45	235	56	43	77	60	180	64	-23
Clerical	35	160	2	197	82	29	204	2	235	88	31	156	9	196	83	-17
Clinical	17	6	1	24	26	14	2	-	16	13	10	10	0	20	50	25
Health	4	14	-	18	78	1	15	-	16	94	2	14	1	17	88	6
Research	114	90	23	227	44	169	133	13	315	44	162	100	19	281	38	-11
Technical	59	36	7	102	38	58	45	3	106	44	41	44	7	92	52	-13
<b>TOTAL</b>	<b>358</b>	<b>493</b>	<b>54</b>	<b>905</b>	<b>58</b>	<b>475</b>	<b>636</b>	<b>75</b>	<b>1,186</b>	<b>57</b>	<b>395</b>	<b>523</b>	<b>107</b>	<b>1,025</b>	<b>57</b>	<b>-14</b>



## 2.3 Analysis By Faculty and Gender

### Candidates applying

- The percentage of female applicants has decreased for the Faculty of Law from 62% in the previous year to 51% this year. The proportion of female applicants in the Faculty of Architecture has increased from 24% in 2002/03 to 52% this year.
- The Faculty of Engineering has the lowest proportion of female applicants in all Faculties (27%).

## Candidates invited for interview

- The largest increase of female candidates invited for interview compared with the previous year has been for the Faculty of Architecture, which rose to 73% from 58% in the previous year (from 9% in 2002/03). However, the small numbers involved (only 24 in total were interviewed) should be taken into account here.
- The success rate of female applicants was higher in all faculties at the application stage compared with the male success rate, except the Faculty of Pure Science (1% less). The difference was most prominent in the Faculty of Architecture where female applicants had a success rate of 33% compared to 13% for male applicants.

## Candidates appointed

- The percentage of female candidates appointed has remained broadly constant for all faculties, compared with the previous year.
- At the appointment stage female applicants have been more successful in Admin/FMD and the Faculties of Law, Medicine and Social Science, while male applicants have been more successful in the Faculties of Architecture, Arts, Engineering and Pure Science.

### 2.3.1 Applications Received

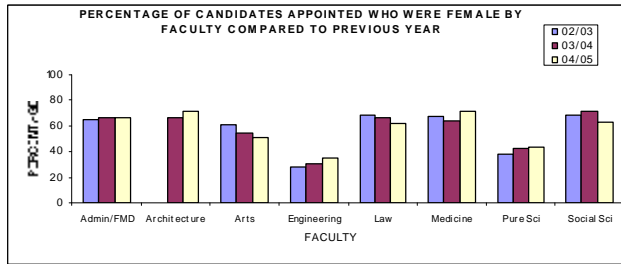
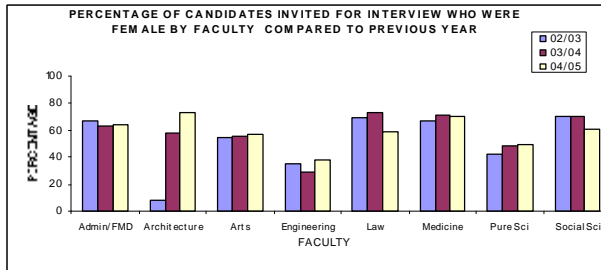
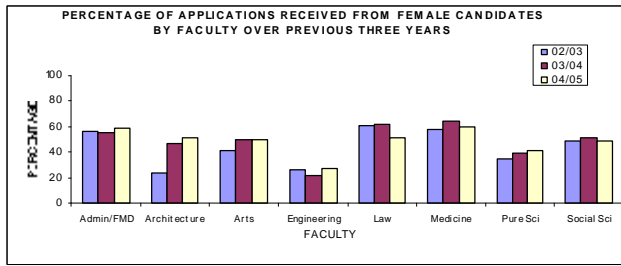
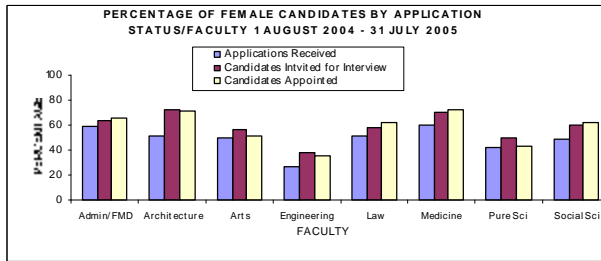
	02/03					03/04					04/05					Total % Incr over prev yr
	M	F	Unkn	Total	% F	M	F	Unkn	Total	% F	M	F	Unkn	Total	% F	
Admin/FMD	2,725	3,501	262	6,488	56	2,880	3,553	510	6,943	55	2,078	2,976	400	5,454	59	-21
Architecture	102	32	13	147	24	77	68	6	151	47	46	49	8	103	52	-32
Arts	654	452	141	1,247	41	641	648	84	1,373	50	556	547	48	1,151	50	-16
Engineering	1,030	363	167	1,560	26	1,491	418	161	2,070	22	1,505	548	219	2,272	27	10
Law	157	249	14	420	61	111	182	14	307	62	158	164	21	343	51	12
Medicine	1,063	1,417	192	2,672	57	802	1,454	136	2,392	64	1,027	1,559	320	2,906	60	21
Pure Sci	1,527	830	302	2,659	35	1,751	1,122	347	3,220	39	2,244	1,610	474	4,328	42	34
Social Sci	504	484	73	1,061	49	555	585	69	1,209	51	615	596	117	1,328	49	10
<b>TOTAL</b>	<b>7,762</b>	<b>7,328</b>	<b>1,164</b>	<b>16,254</b>	<b>49</b>	<b>8,308</b>	<b>8,030</b>	<b>1,327</b>	<b>17,665</b>	<b>49</b>	<b>8,229</b>	<b>8,049</b>	<b>1,607</b>	<b>17,885</b>	<b>49</b>	<b>1</b>

### 2.3.2 Candidates Invited for Interview

	02/03					03/04					04/05					Total % Incr over prev yr
	M	F	Unkn	Total	% F	M	F	Unkn	Total	% F	M	F	Unkn	Total	% F	
Admin/FMD	349	716	37	1,102	67	469	790	85	1,344	63	312	544	100	956	64	-29
Architecture	21	2	-	23	9	13	18	2	33	58	6	16	2	24	73	-27
Arts	54	64	6	124	54	96	120	9	225	56	75	97	2	174	56	-23
Engineering	192	102	17	311	35	253	101	21	375	29	213	130	25	368	38	-2
Law	20	44	-	64	69	13	36	1	50	73	20	28	1	49	58	-2
Medicine	196	401	22	619	67	208	520	18	746	71	175	404	30	609	70	-18
Pure Sci	233	173	21	427	43	271	252	25	548	48	321	317	37	675	50	23
Social Sci	50	119	10	179	70	60	140	9	209	70	68	104	9	181	60	-13
<b>TOTAL</b>	<b>1,115</b>	<b>1,621</b>	<b>113</b>	<b>2,849</b>	<b>59</b>	<b>1,383</b>	<b>1,977</b>	<b>170</b>	<b>3,530</b>	<b>59</b>	<b>1,190</b>	<b>1,640</b>	<b>206</b>	<b>3,036</b>	<b>58</b>	<b>-14</b>

### 2.3.3 Candidates Appointed

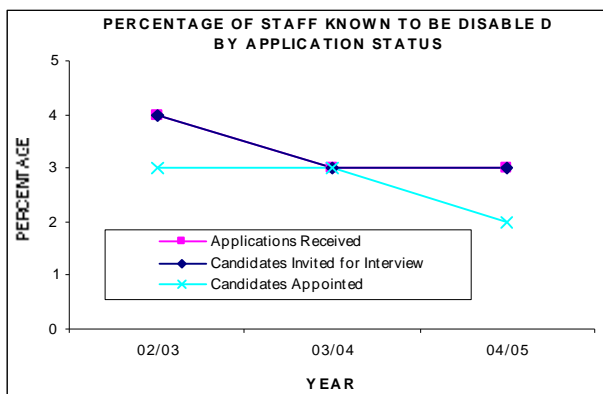
	02/03					03/04					04/05					Total % Incr over prev yr
	M	F	Unkn	Total	% F	M	F	Unkn	Total	% F	M	F	Unkn	Total	% F	
Admin/FMD	100	192	18	310	66	137	265	48	450	66	99	193	75	367	66	-18
Architecture	5	-	-	5	-	3	6	1	10	67	2	5	1	8	71	-20
Arts	16	25	4	45	61	30	36	4	70	55	22	23	0	45	51	-36
Engineering	61	24	9	94	28	81	35	10	126	30	74	40	5	119	35	-6
Law	8	17	-	25	68	5	10	-	15	67	6	10	0	16	63	7
Medicine	68	142	11	221	68	82	146	4	232	64	48	123	10	181	72	-22
Pure Sci	80	49	11	140	38	117	87	4	208	43	122	92	14	228	43	10
Social Sci	20	44	1	65	69	20	51	4	75	72	22	37	2	61	63	-19
<b>TOTAL</b>	<b>358</b>	<b>493</b>	<b>54</b>	<b>905</b>	<b>58</b>	<b>475</b>	<b>636</b>	<b>75</b>	<b>1,186</b>	<b>57</b>	<b>395</b>	<b>523</b>	<b>107</b>	<b>1,025</b>	<b>57</b>	<b>-14</b>



## 2.4 Analysis By Disability Status

- Both the proportion of applications received from applicants who are known to be disabled and the proportion of candidates invited for interview that are known to be disabled has remained constant with the previous year at 3%.
- The proportion of candidates appointed with a known disability has decreased from 3% to 2%.
- The applicants who are known to be disabled had a slightly higher success rate at the application stage than those applicants not known to be disabled (19% compared to 18%). However, at the interview stage interviewees who are known to be disabled had a success rate of 22% securing an appointment, compared to 33% for interviewees not known to be disabled.

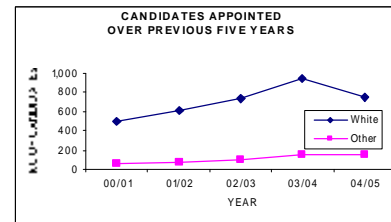
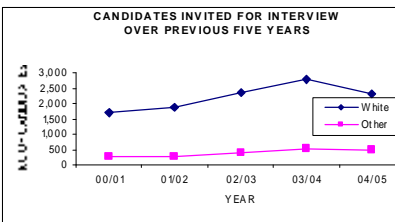
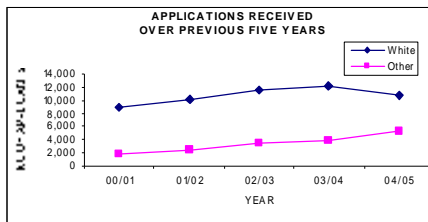
	Applications Received			Candidates Invited for Interview			Candidates Appointed		
	02/03	03/04	04/05	02/03	03/04	04/05	02/03	03/04	04/05
<b>Known not to be disabled</b>	14,381	15,423	14,977	2,625	3,162	2,655	819	819	863
<b>Known to be disabled</b>	563	423	385	99	107	75	23	23	17
<b>Not Known</b>	1,310	1,819	2,523	125	261	306	63	63	145
<b>% Known to be disabled</b>	4	3	3	4	3	3	3	3	2
<b>TOTAL</b>	<b>16,254</b>	<b>17,665</b>	<b>17,885</b>	<b>2,849</b>	<b>3,530</b>	<b>3,036</b>	<b>905</b>	<b>905</b>	<b>1,025</b>



## 2.5 Analysis By Ethnic Origin

- n There was a 7% increase in the proportion of minority ethnic origin applicants from the previous year (and a 33% increase in number of minority ethnic applicants).
- n There was a 1% and 2% increase in the proportion of minority ethnic origin candidates invited for interview and appointed respectively compared with the previous year.
- n The overall success rate at both the application stage and interview stage for minority ethnic origin candidates was lower than that for non minority ethnic candidates (9% & 21% respectively for the application stage, and 30% & 33% respectively for the interview stage). This applied in each staff category apart from the ancillary category where minority ethnic origin candidates had a higher success rate at interview stage (83% compared to 56%), and in the health category where minority ethnic origin candidates had a higher success rate at the application stage (50% compared to 33%).

	Applications Received					Candidates Invited for Interview					Candidates Appointed				
	00/01	01/02	02/03	03/04	04/05	00/01	01/02	02/03	03/04	04/05	00/01	01/02	02/03	03/04	04/05
White	8,992	10,061	11,635	12,193	10,728	1,713	1,888	2,348	2,791	2,288	499	616	740	939	756
Other	1,851	2,411	3,361	3,909	5,214	262	252	380	522	495	62	69	103	146	148
Unkn	1,998	1,322	1,258	1,563	1,943	238	131	121	217	253	103	52	62	101	121
<b>TOTAL</b>	<b>12,841</b>	<b>13,794</b>	<b>16,254</b>	<b>17,665</b>	<b>17,885</b>	<b>2,213</b>	<b>2,271</b>	<b>2,849</b>	<b>3,530</b>	<b>3,036</b>	<b>664</b>	<b>737</b>	<b>905</b>	<b>1,186</b>	<b>1,025</b>



### 2.5.1 Applications Received

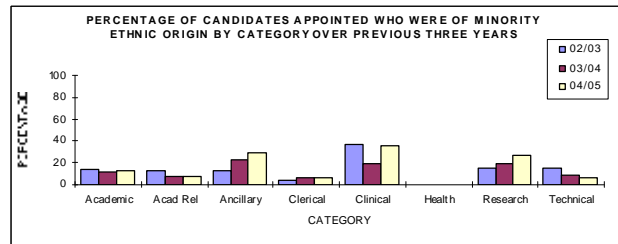
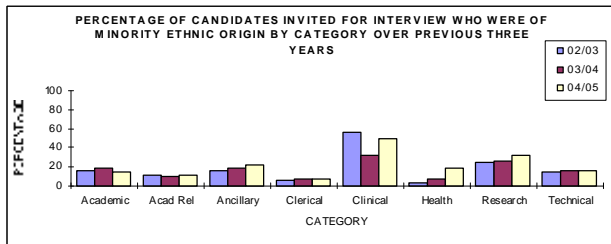
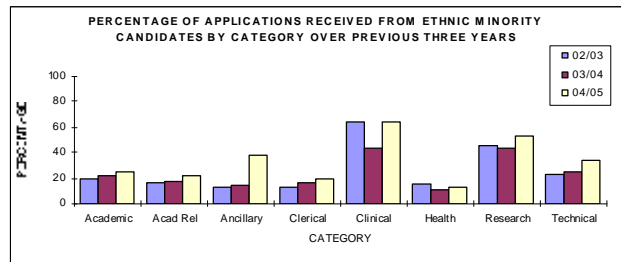
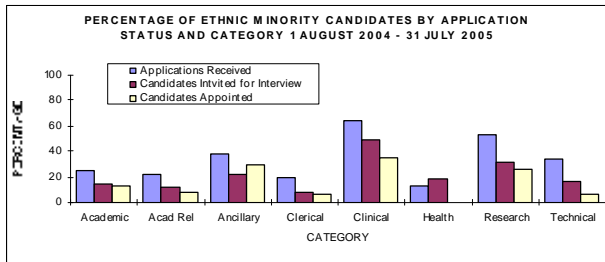
	02/03					03/04					04/05				
	White	Other	Unkn	Total	% Other	White	Other	Unkn	Total	% Other	White	Other	Unkn	Total	% Other
Academic	1,954	490	287	2,731	20	2,061	586	281	2,928	22	1,459	475	217	2,151	25
Acad Rel	2,985	562	298	3,845	16	2,289	478	461	3,228	17	1,980	546	302	2,828	22
Ancillary	185	28	18	231	13	714	122	116	952	15	370	230	104	704	38
Clerical	3,451	536	109	4,096	13	4,001	756	147	4,904	16	3,735	890	217	4,842	19
Clinical	36	65	18	119	64	29	22	5	56	43	65	115	39	219	64
Health	56	10	2	68	15	65	8	1	74	11	67	10	9	86	13
Research	1,488	1,228	403	3,119	45	2,115	1,624	462	4,201	43	2,157	2,489	935	5,581	54
Technical	1,480	442	123	2,045	23	919	313	90	1,322	25	895	459	120	1,474	34
<b>TOTAL</b>	<b>11,635</b>	<b>3,361</b>	<b>1,258</b>	<b>16,254</b>	<b>22</b>	<b>12,193</b>	<b>3,909</b>	<b>1,563</b>	<b>17,665</b>	<b>24</b>	<b>10,728</b>	<b>5,214</b>	<b>1,943</b>	<b>17,885</b>	<b>33</b>

### 2.5.2 Candidates Invited for Interview

	02/03					03/04					04/05				
	White	Other	Unkn	Total	% Other	White	Other	Unkn	Total	% Other	White	Other	Unkn	Total	% Other
Academic	269	52	15	336	16	308	71	27	406	19	232	39	15	286	14
Acad Rel	516	69	20	605	12	378	42	20	440	10	402	52	34	488	11
Ancillary	79	15	14	108	16	261	61	95	417	19	148	42	73	263	22
Clerical	788	53	14	855	6	935	79	19	1,033	8	722	60	27	809	8
Clinical	17	22	2	41	56	15	7	1	23	32	20	19	1	40	49
Health	34	1	-	35	3	41	3	-	44	7	22	5	2	29	19
Research	379	122	43	544	24	600	212	48	860	26	507	234	87	828	32
Technical	266	46	13	325	15	253	47	7	307	16	235	44	14	293	16
<b>TOTAL</b>	<b>2,348</b>	<b>380</b>	<b>121</b>	<b>2,849</b>	<b>14</b>	<b>2,791</b>	<b>522</b>	<b>217</b>	<b>3,530</b>	<b>16</b>	<b>2,288</b>	<b>495</b>	<b>253</b>	<b>3,036</b>	<b>18</b>

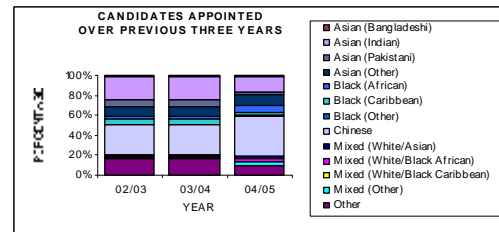
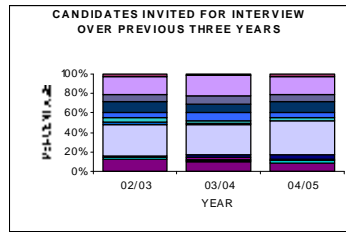
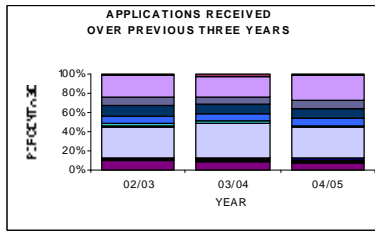
### 2.5.3 Candidates Appointed

	02/03					03/04					04/05				
	White	Other	Unkn	Total	% Other	White	Other	Unkn	Total	% Other	White	Other	Unkn	Total	% Other
Academic	82	13	7	102	14	108	14	10	132	11	76	11	4	91	13
Acad Rel	131	20	6	157	13	115	9	7	131	7	128	10	10	148	7
Ancillary	58	8	12	78	12	132	39	64	235	23	83	35	62	180	30
Clerical	184	7	6	197	4	218	14	3	235	6	175	12	9	196	6
Clinical	14	8	2	24	36	13	3	-	16	19	13	7	0	20	35
Health	18	-	-	18	-	16	-	-	16	-	14	1	2	17	-
Research	171	32	24	227	16	243	58	14	315	19	185	66	30	281	26
Technical	82	15	5	102	15	94	9	3	106	9	82	6	4	92	7
<b>TOTAL</b>	<b>740</b>	<b>103</b>	<b>62</b>	<b>905</b>	<b>12</b>	<b>939</b>	<b>146</b>	<b>101</b>	<b>1,186</b>	<b>13</b>	<b>756</b>	<b>148</b>	<b>121</b>	<b>1,025</b>	<b>16</b>



### 2.5.4 Composition of Minority Ethnic Origins

	Applications Received			Candidates Invited for Interview			Candidates Appointed		
	02/03	03/04	04/05	02/03	03/04	04/05	02/03	03/04	04/05
Asian (Bangladeshi)	71	84	97	9	9	11	1	1	2
Asian (Indian)	724	852	1,304	69	108	95	25	25	22
Asian (Pakistani)	300	303	427	31	43	35	7	7	4
Asian (Other)	372	406	561	41	49	57	10	10	17
Black (African)	258	276	410	21	38	22	2	2	10
Black (Caribbean)	105	87	96	18	21	15	6	6	4
Black (Other)	35	29	32	7	6	4	-	-	1
Chinese	1,061	1,348	1,641	125	161	173	31	31	59
Mixed (White/Asian)	21	58	104	2	10	19	1	1	5
Mixed (White/Black African)	23	45	49	3	10	5	-	-	3
Mixed (White/Black Caribbean)	14	40	34	3	6	4	1	1	1
Mixed (Other)	39	71	110	2	12	14	2	2	5
Other	338	310	349	49	49	41	17	17	15
<b>TOTAL</b>	<b>3,361</b>	<b>3,909</b>	<b>5,214</b>	<b>380</b>	<b>522</b>	<b>495</b>	<b>103</b>	<b>103</b>	<b>148</b>



## 2.6 SUCCESS RATES

### 2.6.1 Success Rates For Applications

%	Gender		Ethnic Minority		Disability		Total
	M	F	White	Other	Disab.	Not Dis.	
Academic	13	16	16	8	-	-	13
Acad Rel	16	20	20	10	-	-	17
Ancillary	25	45	40	18	-	-	37
Clerical	10	19	19	7	-	-	17
Clinical	18	29	31	17	-	-	18
Health	27	37	33	50	-	-	34
Research	14	19	24	9	-	-	15
Technical	17	23	26	10	-	-	20
<b>TOTAL</b>	<b>14</b>	<b>20</b>	<b>21</b>	<b>9</b>	<b>19</b>	<b>18</b>	<b>17</b>

### 2.6.2 Success Rates At Interviews

%	Gender		Ethnic Minority		Disability		Total
	M	F	White	Other	Disab.	Not Dis.	
Academic	30	34	33	28	-	-	32
Acad Rel	27	32	32	19	-	-	30
Ancillary	44	80	56	83	-	-	68
Clerical	23	24	24	20	-	-	24
Clinical	45	59	65	37	-	-	50
Health	67	56	64	20	-	-	59
Research	37	31	36	28	-	-	34
Technical	32	29	35	14	-	-	31
<b>TOTAL</b>	<b>33</b>	<b>32</b>	<b>33</b>	<b>30</b>	<b>23</b>	<b>33</b>	<b>34</b>

NB. Success rate for applicants is defined as: *the number of applicants divided by the number invited for interview*. The success rate for interviews is defined as: *the number of candidates interviewed divided by the number of candidates appointed*.

## Chapter 3 ANALYSIS OF CURRENT STAFF

This chapter provides analysis of current staff as of 31<sup>st</sup> July 2005 on the basis of age, staff category, faculty, grade and working commitment. Where possible, data is provided over a number of years to allow trends in current staff to be identified.

(Figures exclude staff with Honorary contracts. Staff who hold more than one contract are counted once).

The monitoring undertaken here is reliant upon the voluntary declaration of status, in relation to ethnicity and disability, by the completion and return of monitoring forms. The analysis therefore relates only to those whose status is known.

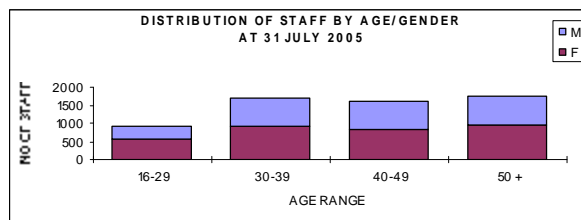
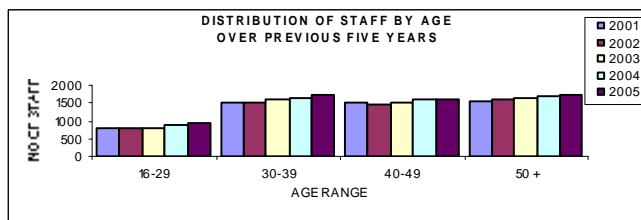
### Overall:

- n** In total, there are 5,983 staff at the University, a 3% increase from the previous year, and a 11% increase over the past 4 years.
- n** 55% of staff are female, meaning that the proportion of female staff of the University has remained largely unchanged since 1999.
- n** The age profile of the organisation has remained broadly constant over the past 4 years.
- n** The number of research staff has increased by 10% from the previous year, 25% over the past 4 years.

### 3.1 Analysis By Age And Gender

- n** 56% of staff are over 40 years old and 29% of staff are over 50 years old.
- n** The most notable difference in age and gender is in the 16-29 age group where 60% of staff are female, a 2% increase from the previous year.

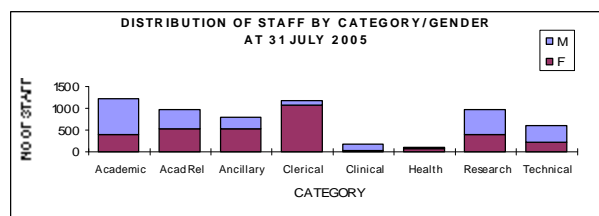
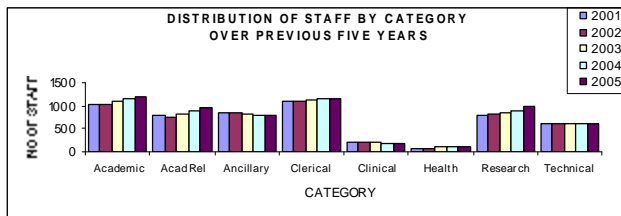
	2001			2002			2003			2004			2005			Total % Incr over prev yr
	M	F	Total	M	F	Total	M	F	Total	M	F	Total	M	F	Total	
16-29	324	490	814	319	499	818	341	479	820	370	513	883	368	550	918	4
30-39	746	767	1513	740	792	1532	764	849	1613	774	864	1638	813	903	1716	5
40-49	688	806	1494	658	794	1452	687	810	1497	744	838	1582	770	834	1604	1
50 +	677	884	1561	683	898	1581	714	915	1629	716	951	1667	768	974	1742	4
Unknown	9	4	13	7	16	23	4	6	10	4	10	14	1	2	3	-79
<b>TOTAL</b>	<b>2444</b>	<b>2951</b>	<b>5395</b>	<b>2407</b>	<b>2999</b>	<b>5406</b>	<b>2510</b>	<b>3059</b>	<b>5569</b>	<b>2608</b>	<b>3176</b>	<b>5784</b>	<b>2720</b>	<b>3263</b>	<b>5983</b>	<b>3</b>



### 3.2 Analysis By Category and Gender

- n Staff in the ancillary and technical categories decreased by 2%, the only categories where there has been a decrease in staff, compared with the previous year.
- n Staff in the research category increased by 10%, compared with the previous year (25% compared to 2001).
- n The proportion of female staff in each staff category has remained broadly constant, compared with the previous year.
- n The clerical, health and ancillary continue to have a majority of female staff (91%, 86% and 69% respectively). However, female staff are under-represented in the clinical, technical and academic categories (25%, 33% and 33% respectively).
- n 30% of all male staff fall within the academic category and 51% within the academic and research categories.
- n 32% of all female staff fall within the clerical category and 49% within the clerical and ancillary categories.

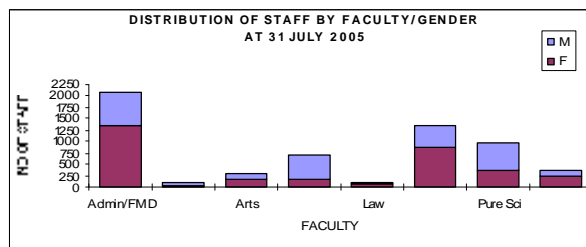
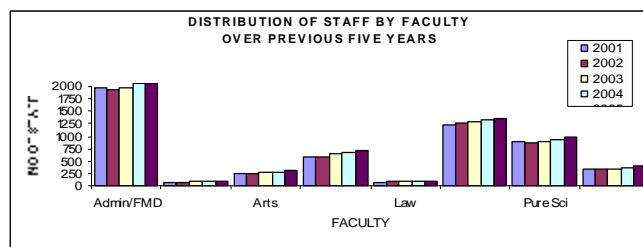
	2001			2002			2003			2004			2005			Total % Incr over prev yr
	M	F	Total	M	F	Total	M	F	Total	M	F	Total	M	F	Total	
Academic	745	280	1025	717	290	1007	749	327	1076	786	365	1151	812	391	1203	5
Acad Rel	347	425	772	350	410	760	372	450	822	402	496	898	429	536	965	7
Ancillary	233	605	838	230	608	838	226	576	802	243	557	800	243	543	786	-2
Clerical	57	1018	1075	77	1017	1094	89	1025	1114	96	1058	1154	111	1058	1169	1
Clinical	175	41	216	155	45	200	152	48	200	140	40	180	135	46	181	1
Health	9	67	76	12	67	79	14	73	87	14	73	87	13	78	91	5
Research	469	312	781	465	355	820	492	355	847	501	388	889	571	407	978	10
Technical	409	203	612	401	207	608	416	205	621	426	199	625	406	204	610	-2
<b>TOTAL</b>	<b>2444</b>	<b>2951</b>	<b>5395</b>	<b>2407</b>	<b>2999</b>	<b>5406</b>	<b>2510</b>	<b>3059</b>	<b>5569</b>	<b>2608</b>	<b>3176</b>	<b>5784</b>	<b>2720</b>	<b>3263</b>	<b>5983</b>	<b>3</b>



### 3.3 Analysis By Faculty And Gender

- n The Faculty of Law is the only faculty whose current staff numbers have decreased (by 5%) compared with the previous year.
- n Admin/FMD employs 35% of the University staff.
- n The proportion of female staff in each faculty has remained largely unchanged for the past 4 years.
- n Female staff continue to be under-represented in the Faculties of Engineering and Pure Science (24% and 38% female respectively).
- n The Faculty of Architecture has increased in staff numbers by 12%, compared with the previous year.

	2001			2002			2003			2004			2005			Total % incr over prev yr
	M	F	Total	M	F	Total	M	F	Total	M	F	Total	M	F	Total	
Admin/FMD	610	1349	1959	617	1331	1948	641	1325	1966	688	1361	2049	714	1352	2066	1
Architecture	45	29	74	41	31	72	47	32	79	48	34	82	54	38	92	12
Arts	128	108	236	134	113	247	138	131	269	136	145	281	147	152	299	6
Engineering	440	143	583	436	152	588	484	150	634	501	166	667	528	171	699	5
Law	31	41	72	36	47	83	39	59	98	43	62	105	40	60	100	-5
Medicine	464	767	1231	450	804	1254	463	834	1297	457	851	1308	471	883	1354	4
Pure Sci	589	311	900	558	305	863	564	319	883	595	335	930	617	371	988	6
Social Sci	137	203	340	135	216	351	134	209	343	140	222	362	149	236	385	6
<b>TOTAL</b>	<b>2444</b>	<b>2951</b>	<b>5395</b>	<b>2407</b>	<b>2999</b>	<b>5406</b>	<b>2510</b>	<b>3059</b>	<b>5569</b>	<b>2608</b>	<b>3176</b>	<b>5784</b>	<b>2720</b>	<b>3263</b>	<b>5983</b>	<b>3</b>



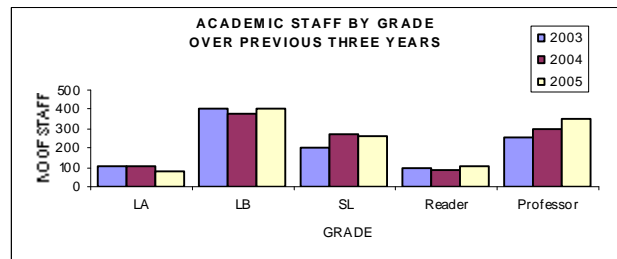
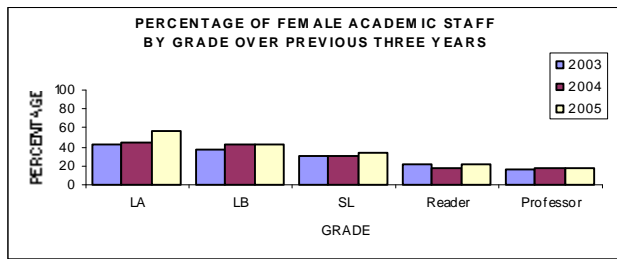
### 3.4 Analysis Of Academic Staff

(Non-Clinical Professors, Readers, Senior Lectures and Lecturers)

- n Academic staff comprise 20% of all staff at the University; this has remained broadly constant over the past 4 years.
- n Women make up 33% of the academic staff.
- n There has been an increase in the number of Readers and Professors, compared with the previous year (18% and 15% respectively).
- n There has been a 22% decrease in the number of LA staff compared with the previous year.
- n 21% of Reader staff are female, compared to 18% in the previous year.
- n The proportion of female academic staff has increased at every grade except Professorial where there was just a 1% drop in the proportion of female staff.
- n Female academic staff are most strongly represented in the Faculty of Medicine where 51% of academic staff are female. Female staff are least strongly represented in the Faculty of Engineering where 10% of academic staff are female (a 1% increase from the previous year).
- n Since 2002, the percentage of female staff has increased across all faculties.

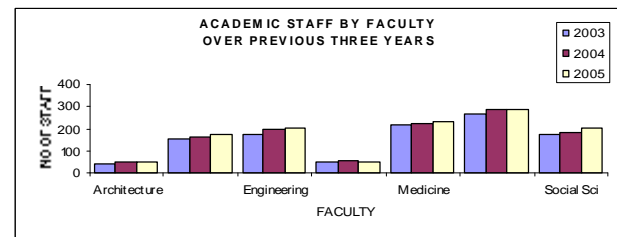
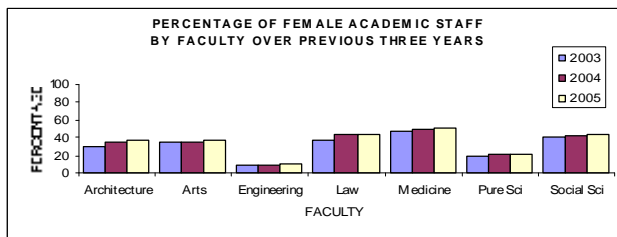
#### 3.4.1 By Grade and Gender

	2003				2004				2005				Total % Incr over prev yr
	Male	Female	Total	%F	Male	Female	Total	%F	Male	Female	Total	%F	
LA	58	44	102	43	58	47	105	45	35	47	82	57	-22
LB	251	155	406	38	216	164	380	43	231	171	402	43	6
SL	142	64	206	31	188	82	270	30	173	89	262	34	-3
Reader	76	21	97	22	73	16	89	18	83	22	105	21	18
Professor	217	40	257	16	248	53	301	18	287	60	347	17	15
Other	5	3	8	38	3	3	6	50	3	2	5	40	-17
<b>TOTAL</b>	<b>749</b>	<b>327</b>	<b>1076</b>	<b>30</b>	<b>786</b>	<b>365</b>	<b>1151</b>	<b>32</b>	<b>812</b>	<b>391</b>	<b>1203</b>	<b>33</b>	<b>5</b>



### 3.4.2 By Faculty and Gender

	2003				2004				2005				Total % Incr over prev yr
	Male	Female	Total	%F	Male	Female	Total	%F	Male	Female	Total	%F	
Architecture	30	13	43	30	30	16	46	35	31	18	49	37	7
Arts	100	53	153	35	104	57	161	35	109	63	172	37	7
Engineering	160	16	176	9	178	18	196	9	185	20	205	10	5
Law	31	18	49	37	31	24	55	44	28	22	50	44	-9
Medicine	112	104	216	48	111	111	222	50	115	118	233	51	5
Pure Sci	214	52	266	20	226	60	286	21	229	61	290	21	1
Social Sci	102	71	173	41	106	79	185	43	115	89	204	44	10
<b>TOTAL</b>	<b>749</b>	<b>327</b>	<b>1076</b>	<b>30</b>	<b>786</b>	<b>365</b>	<b>1151</b>	<b>32</b>	<b>812</b>	<b>391</b>	<b>1203</b>	<b>33</b>	<b>5</b>



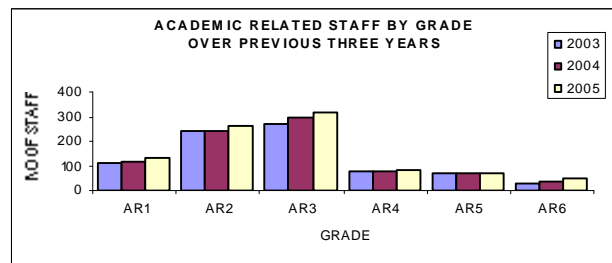
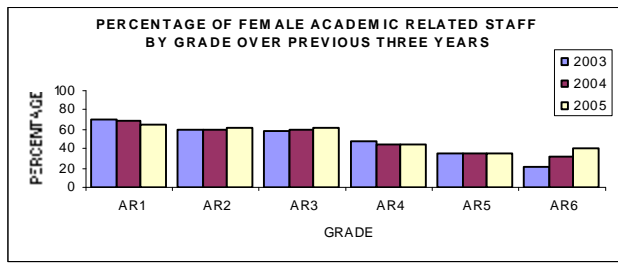
### 3.5 Analysis Of Academic-Related Staff

(Administrative, Computing, Librarian, Other Related, Senior House Officer)

- n Academic-related staff comprise 16% of all staff at the University.
- n 56% of academic-related staff are female.
- n There has been a 32% increase in the number of academic-related staff at grade AR6 and an 8% increase in the proportion of academic-related females at grade AR6, compared with the previous year (a 19% increase in the proportion of females from 2003).
- n The strongest representation of academic-related staff outside of Admin/FMD (58%) was in the Faculty of Medicine, which accounts for 19% of all academic-related staff.

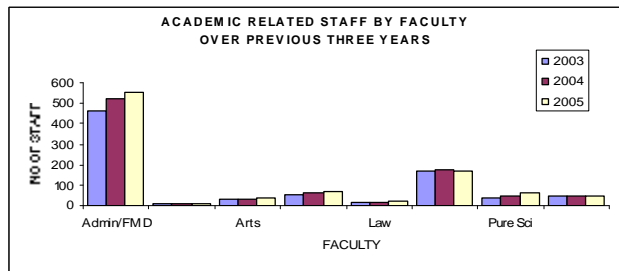
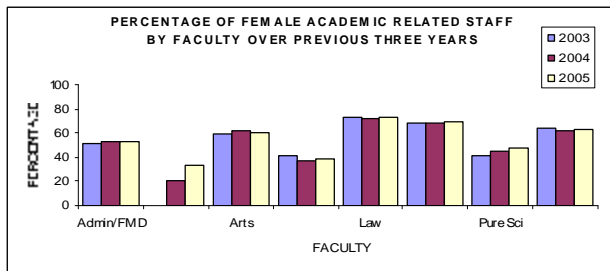
#### 3.5.1 By Grade and Gender

	2003				2004				2005				Total % Incr over prev yr
	Male	Female	Total	%F	Male	Female	Total	%F	Male	Female	Total	%F	
AR1	33	78	111	70	38	80	118	68	48	86	134	64	14
AR2	97	141	238	59	96	145	241	60	101	160	261	61	8
AR3	111	155	266	58	117	179	296	60	124	193	317	61	7
AR4	41	37	78	47	45	34	79	43	45	36	81	44	3
AR5	46	24	70	34	45	25	70	36	46	25	71	35	1
AR6	23	6	29	21	23	11	34	32	27	18	45	40	32
Other	21	9	30	30	38	22	60	37	38	18	56	32	-7
<b>TOTAL</b>	<b>372</b>	<b>450</b>	<b>822</b>	<b>55</b>	<b>402</b>	<b>496</b>	<b>898</b>	<b>55</b>	<b>429</b>	<b>536</b>	<b>965</b>	<b>56</b>	<b>7</b>



### 3.5.2 By Faculty and Gender

	2003				2004				2005				Total % Incr over prev yr
	Male	Female	Total	%F	Male	Female	Total	%F	Male	Female	Total	%F	
Admin/FMD	227	239	466	51	247	277	524	53	261	294	555	53	6
Architecture	4	-	4	0	4	1	5	20	6	3	9	33	80
Arts	13	19	32	59	13	21	34	62	15	23	38	61	12
Engineering	30	21	51	41	36	21	57	37	41	25	66	38	16
Law	4	11	15	73	5	13	18	72	6	16	22	73	22
Medicine	54	113	167	68	55	116	171	68	52	117	169	69	-1
Pure Sci	23	16	39	41	26	21	47	45	30	27	57	47	21
Social Sci	17	31	48	65	16	26	42	62	18	31	49	63	17
<b>TOTAL</b>	<b>372</b>	<b>450</b>	<b>822</b>	<b>55</b>	<b>402</b>	<b>496</b>	<b>898</b>	<b>55</b>	<b>429</b>	<b>536</b>	<b>965</b>	<b>56</b>	<b>7</b>



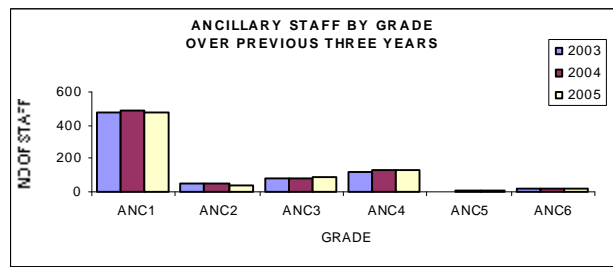
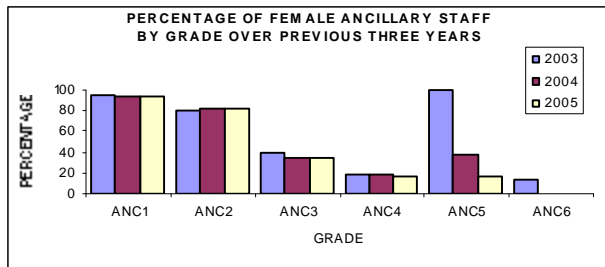
## 3.6 Analysis Of Ancillary Staff

(Portering & Security, Cleaners, Catering)

- n Ancillary staff comprise 13% of all staff at the University.
- n 69% of ancillary staff are female.
- n Grade ANC1 account for 60% of all ancillary staff; 94% of AN1 staff are female.
- n Female staff comprise 4% of staff at grades AN5 and AN6, compared to 27% in 2003.
- n 99% of ancillary staff work within Admin/FMD.
- n There are no male ancillary staff in the academic departments.

### 3.6.1 By Grade and Gender

	2003				2004				2005				Total % Incr over prev yr
	Male	Female	Total	%F	Male	Female	Total	%F	Male	Female	Total	%F	
ANC1	25	454	479	95	35	450	485	93	30	443	473	94	-2
ANC2	10	41	51	80	9	39	48	81	8	36	44	82	-8
ANC3	51	34	85	40	51	27	78	35	57	30	87	34	12
ANC4	105	22	127	17	108	24	132	18	110	22	132	17	0
ANC5	-	4	4	100	5	3	8	38	5	1	6	17	-25
ANC6	19	3	22	14	16	-	16	0	17	-	17	0	6
Other	16	18	34	53	19	14	33	42	16	11	27	41	-18
<b>TOTAL</b>	<b>226</b>	<b>576</b>	<b>802</b>	<b>72</b>	<b>243</b>	<b>557</b>	<b>800</b>	<b>70</b>	<b>243</b>	<b>543</b>	<b>786</b>	<b>69</b>	<b>-2</b>



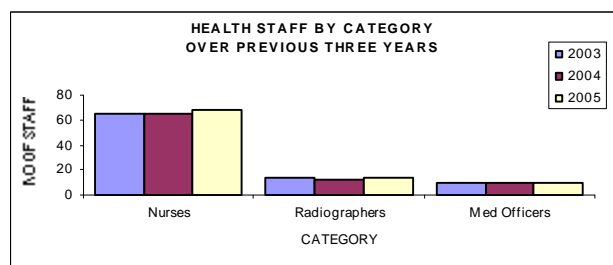
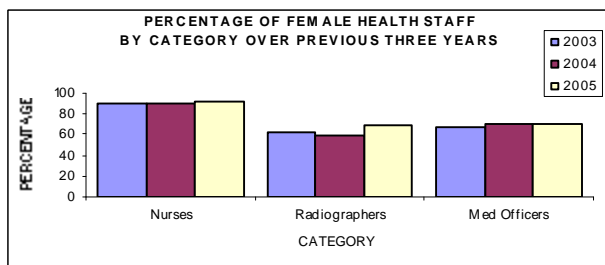
### 3.7 Analysis Of Health Staff

(Nurses, Radiographers, Medical Officers in University Health Service)

- n Health staff comprise 2% of all staff at the University.
- n 86% of health staff are female.
- n 29% of all radiographers are male, compared to 42% in 2004.
- n Nursing staff comprise 75% of all health staff; 91% of nursing staff are female.
- n 74% of health staff work within the Faculty of Medicine, with the remainder in Admin/FMD.

#### 3.7.1 By Category and Gender

	2003				2004				2005				Total % Incr over prev yr
	Male	Female	Total	%F	Male	Female	Total	%F	Male	Female	Total	%F	
Nurses	6	59	65	91	6	59	65	91	6	62	68	91	5
Radiographers	5	8	13	62	5	7	12	58	4	9	13	69	8
Med Officers	3	6	9	67	3	7	10	70	3	7	10	70	0
<b>TOTAL</b>	<b>14</b>	<b>73</b>	<b>87</b>	<b>84</b>	<b>14</b>	<b>73</b>	<b>87</b>	<b>84</b>	<b>13</b>	<b>78</b>	<b>91</b>	<b>86</b>	<b>5</b>

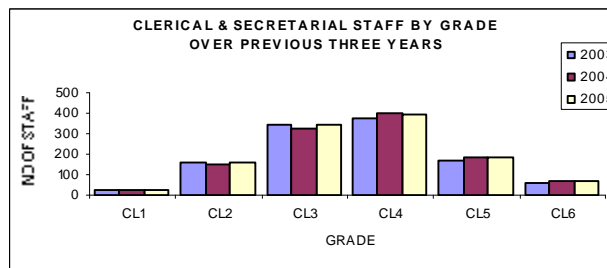
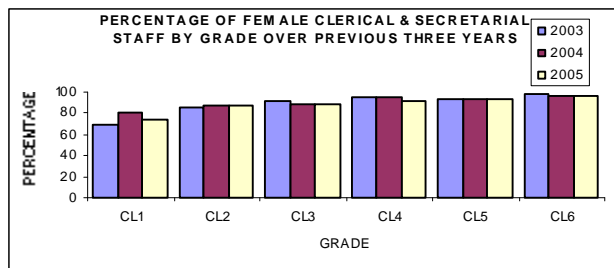


### 3.8 Analysis Of Clerical & Secretarial Staff

- n Clerical staff comprise 20% of all staff at the University; 91% of clerical staff are female.
- n The total number of clerical staff rose by 1%, compared with the previous year.
- n The number of clerical staff on grades CL2 and CL3 rose by 5%, compared with the previous year.
- n Male staff account for 15% of CL1 and CL2 staff (broadly constant since 2002) and 6% of CL5 and CL6 staff (also broadly constant since 2002).
- n The breakdown by gender and faculty has remained largely unchanged, compared with the previous year.

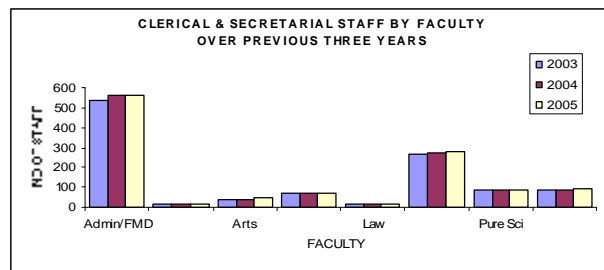
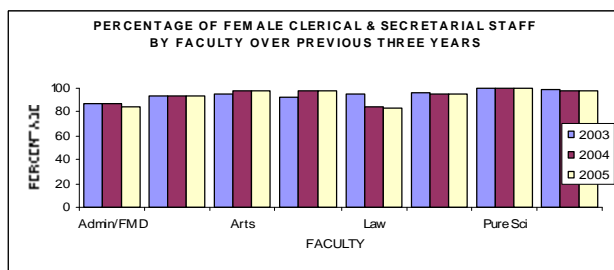
### 3.8.1 By Grade and Gender

	2003				2004				2005				Total % Incr over prev yr
	Male	Female	Total	%F	Male	Female	Total	%F	Male	Female	Total	%F	
CL1	7	16	23	70	5	20	25	80	6	18	24	75	-4
CL2	22	134	156	86	19	134	153	88	22	140	162	86	6
CL3	29	311	340	91	37	292	329	89	39	303	342	89	4
CL4	20	353	373	95	22	378	400	95	29	364	393	93	-2
CL5	10	154	164	94	11	169	180	94	13	167	180	93	0
CL6	1	56	57	98	2	61	63	97	2	62	64	97	2
Other	-	1	1	100	-	4	4	100	-	4	4	100	0
<b>TOTAL</b>	<b>89</b>	<b>1025</b>	<b>1114</b>	<b>92</b>	<b>96</b>	<b>1058</b>	<b>1154</b>	<b>92</b>	<b>111</b>	<b>1058</b>	<b>1169</b>	<b>91</b>	<b>1</b>



### 3.8.2 By Faculty and Gender

	2003				2004				2005				Total % Incr over prev yr
	Male	Female	Total	%F	Male	Female	Total	%F	Male	Female	Total	%F	
Admin/FMD	69	471	540	87	72	488	560	87	87	476	563	85	1
Architecture	1	14	15	93	1	14	15	93	1	14	15	93	0
Arts	2	36	38	95	1	40	41	98	1	43	44	98	7
Engineering	5	65	70	93	2	70	72	97	2	69	71	97	-1
Law	1	18	19	95	3	16	19	84	3	15	18	83	-5
Medicine	10	252	262	96	15	256	271	94	15	266	281	95	4
Pure Sci	-	87	87	100	-	87	87	100	-	86	86	100	-1
Social Sci	1	82	83	99	2	87	89	98	2	89	91	98	2
<b>TOTAL</b>	<b>89</b>	<b>1025</b>	<b>1114</b>	<b>92</b>	<b>96</b>	<b>1058</b>	<b>1154</b>	<b>92</b>	<b>111</b>	<b>1058</b>	<b>1169</b>	<b>91</b>	<b>1</b>



## 3.9 Analysis Of Clinical Staff

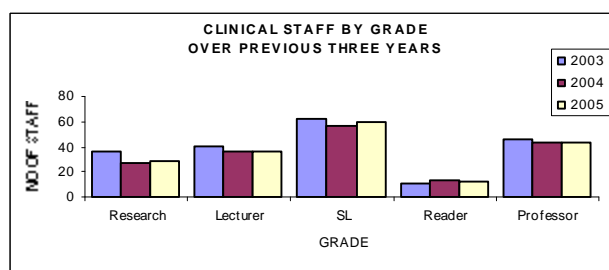
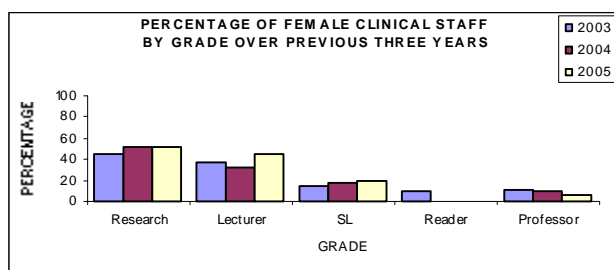
(Clinical Professors, Readers, Senior Lecturers, Lectures and Clinical Research Staff)

- n Clinical staff comprise 3% of all staff at the University, constant with the previous year.
- n 25% of clinical staff are female, a 3% increase, compared with the previous year.
- n There has been a 14% decrease in Readers, compared with the previous year.
- n 52% of Research grade staff are female and 12% of all Senior Lecturers, Readers and Professorial staff are female.

n 97% of clinical staff work within the Faculty of Medicine, with the remainder in the Faculty of Pure Science.

### 3.9.1 By Grade and Gender

	2003				2004				2005				Total % Incr over prev yr
	Male	Female	Total	%F	Male	Female	Total	%F	Male	Female	Total	%F	
Research	20	17	37	46	13	14	27	52	14	15	29	52	7
Lecturer	26	15	41	37	25	12	37	32	20	16	36	44	-3
SL	53	9	62	15	47	10	57	18	48	11	59	19	4
Reader	10	1	11	9	14	0	14	0	12	0	12	0	-14
Professor	41	5	46	11	39	4	43	9	40	3	43	7	0
Other	2	1	3	33	2	0	2	0	1	1	2	50	0
<b>TOTAL</b>	<b>152</b>	<b>48</b>	<b>200</b>	<b>24</b>	<b>140</b>	<b>40</b>	<b>180</b>	<b>22</b>	<b>135</b>	<b>46</b>	<b>181</b>	<b>25</b>	<b>1</b>

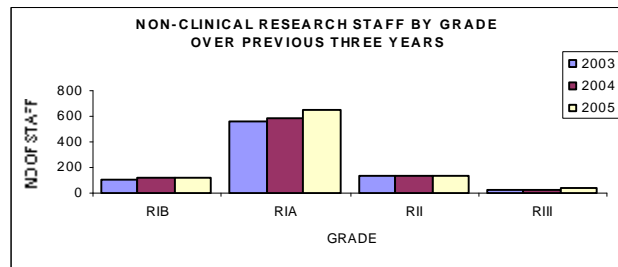
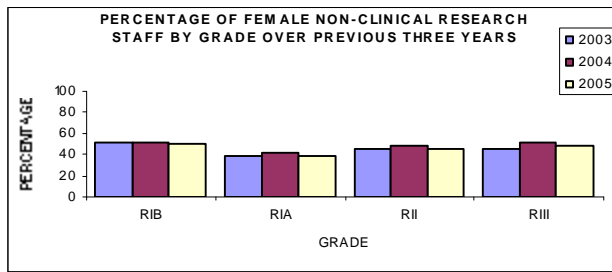


### 3.10 Analysis Of Non-Clinical Research Staff

- n Research staff comprise 16% of all staff at the University.
- n There has been a 10% rise in the total number of research staff, compared with the previous year.
- n 42% of research staff are female, a 2% decrease from the previous year.
- n The proportions of female staff at each grade fell slightly from the previous year.
- n 91% of research staff work in the Faculties of Engineering, Medicine and Pure Science.
- n 18% of research staff in the Faculty of Engineering are female, compared with 32% in the Faculty of Pure Science and 67% in the Faculty of Medicine.

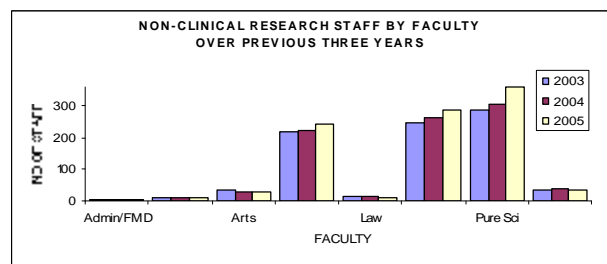
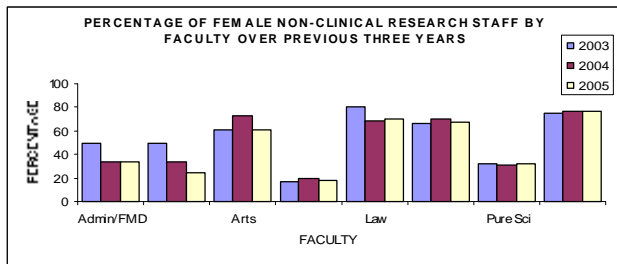
#### 3.10.1 By Grade and Gender

	2003				2004				2005				Total % Incr over prev yr
	Male	Female	Total	%F	Male	Female	Total	%F	Male	Female	Total	%F	
RIB	49	53	102	52	55	59	114	52	59	60	119	50	4
RIA	338	220	558	39	346	246	592	42	400	256	656	39	11
RII	73	60	133	45	66	62	128	48	76	61	137	45	7
RIII	18	15	33	45	16	17	33	52	20	19	39	49	18
RIV	6	-	6	0	6	-	6	0	6	-	6	0	0
Other	8	7	15	47	12	4	16	25	10	11	21	52	31
<b>TOTAL</b>	<b>492</b>	<b>355</b>	<b>847</b>	<b>42</b>	<b>501</b>	<b>388</b>	<b>889</b>	<b>44</b>	<b>571</b>	<b>407</b>	<b>978</b>	<b>42</b>	<b>10</b>



### 3.10.2 By Faculty and Gender

	2003				2004				2005				Total % Incr over prev yr
	Male	Female	Total	%F	Male	Female	Total	%F	Male	Female	Total	%F	
Admin/FMD	2	2	4	50	4	2	6	33	2	1	3	33	-50
Architecture	5	5	10	50	6	3	9	33	9	3	12	25	33
Arts	13	20	33	61	8	22	30	73	11	17	28	61	-7
Engineering	181	36	217	17	180	43	223	19	200	44	244	18	9
Law	3	12	15	80	4	9	13	69	3	7	10	70	-23
Medicine	85	162	247	66	79	182	261	70	95	193	288	67	10
Pure Sci	195	93	288	32	211	97	308	31	243	115	358	32	16
Social Sci	8	25	33	76	9	30	39	77	8	27	35	77	-10
<b>TOTAL</b>	<b>492</b>	<b>355</b>	<b>847</b>	<b>42</b>	<b>501</b>	<b>388</b>	<b>889</b>	<b>44</b>	<b>571</b>	<b>407</b>	<b>978</b>	<b>42</b>	<b>10</b>



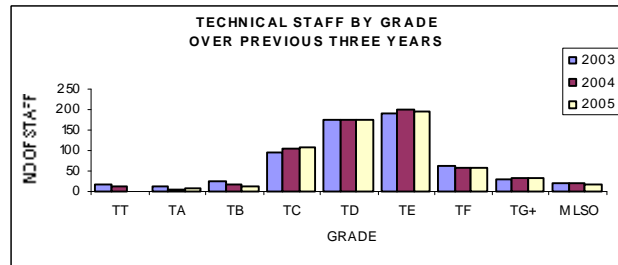
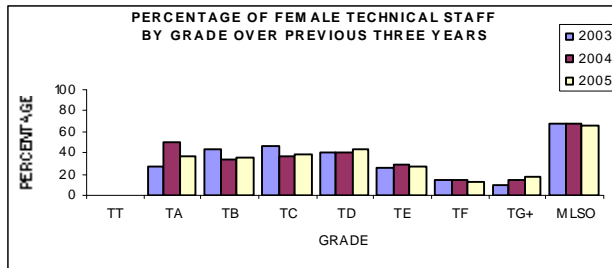
### 3.11 Analysis Of Technical Staff

(Technicians, Medical Laboratory Scientific Officers)

- n Technical staff comprise 10% of all staff at the University; 78% of technical staff are on grades TC, TD and TE.
- n There has been an 86% decrease in the proportion of technical staff in grade TA.
- n 32% of technical staff are female.
- n There has been a 3% increase in the proportion of technical female staff on grade TG+.
- n The Faculty of Medicine had the highest percentage of female technical staff, with 63%.
- n The proportion of technical females in the Faculty of Pure Science rose by 6% compared with the previous year; the number of males fell by 13%, while the number of females rose by 17%.

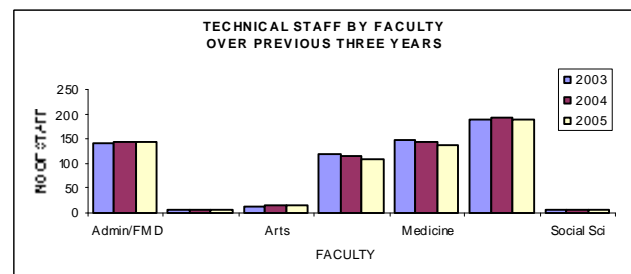
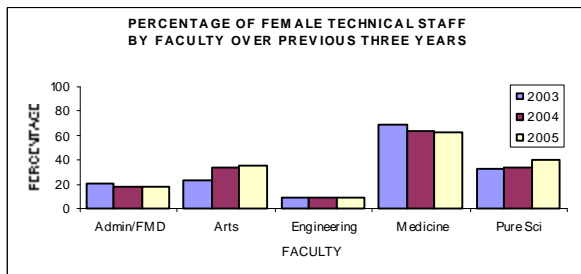
### 3.11.1 By Grade and Gender

	2003				2004				2005				Total % Incr over prev yr
	Male	Female	Total	%F	Male	Female	Total	%F	Male	Female	Total	%F	
TT	15	-	15	0	13	1	14	0	2	0	2	0	-86
TA	8	3	11	27	3	3	6	50	5	3	8	38	33
TB	13	10	23	43	10	5	15	33	9	5	14	36	-7
TC	51	46	97	47	66	38	104	37	65	42	107	39	3
TD	105	71	176	40	106	70	176	40	99	74	173	43	-2
TE	140	50	190	26	142	56	198	28	140	54	194	28	-2
TF	52	9	61	15	50	8	58	14	51	8	59	14	2
TG+	26	3	29	10	30	5	35	14	29	6	35	17	0
MLSO	6	13	19	68	6	13	19	68	6	12	18	67	-5
<b>TOTAL</b>	<b>416</b>	<b>205</b>	<b>621</b>	<b>33</b>	<b>426</b>	<b>199</b>	<b>625</b>	<b>32</b>	<b>406</b>	<b>204</b>	<b>610</b>	<b>33</b>	<b>-2</b>



### 3.11.2 By Faculty and Gender

	2003				2004				2005				Total % Incr over prev yr
	Male	Female	Total	%F	Male	Female	Total	%F	Male	Female	Total	%F	
Admin/FMD	111	29	140	21	117	26	143	18	117	26	143	18	0
Architecture	7	-	7	0	7	-	7	0	7	-	7	0	0
Arts	10	3	13	23	10	5	15	33	11	6	17	35	13
Engineering	108	10	118	8	105	11	116	9	100	10	110	9	-5
Medicine	47	101	148	68	53	92	145	63	53	86	139	62	-4
Pure Sci	127	62	189	33	127	65	192	34	112	76	188	40	-2
Social Sci	6	-	6	0	7	-	7	0	6	-	6	0	-14
<b>TOTAL</b>	<b>416</b>	<b>205</b>	<b>621</b>	<b>33</b>	<b>426</b>	<b>199</b>	<b>625</b>	<b>32</b>	<b>406</b>	<b>204</b>	<b>610</b>	<b>33</b>	<b>-2</b>



### 3.12 Analysis Of Staff By Working Commitment

- n The number of part-time staff has increased by 1% from the previous year.
- n 26% of all staff now work on a part-time basis, a 1% decrease from the previous year.
- n 85% of all part-time staff are female; this has remained broadly constant over the past 4 years.
- n 8% of all male staff work part-time compared to 41% of all female staff, remaining broadly constant from the previous year.

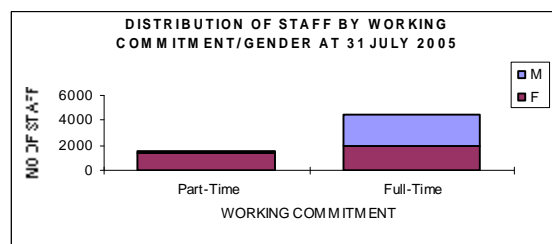
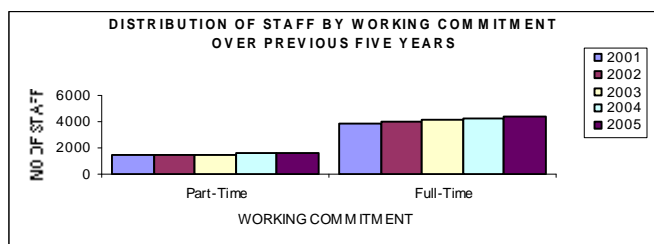
### Part-time staff by category and gender

- n 36% of part-time staff fell within the ancillary category and 28% within the clerical category.
- n 98% of health part-time staff, 94% of clerical part-time staff and 92% of ancillary part-time staff are female.
- n The highest proportion of male part-time staff by category is in the clinical category, where 45% of part-time staff are male, a 5% decrease from the previous year.
- n There has been a 21% increase in the number of part-time staff in the clinical category from the previous year.
- n 72% of ancillary staff work part-time.
- n 5% of academic staff work part-time.

### Part-time staff by Faculty and gender

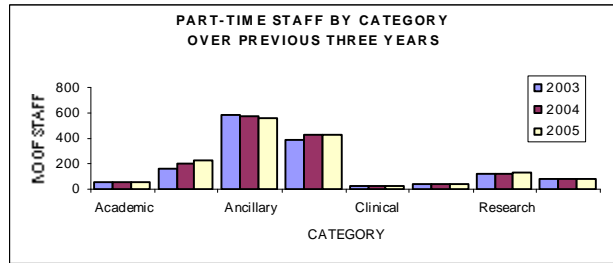
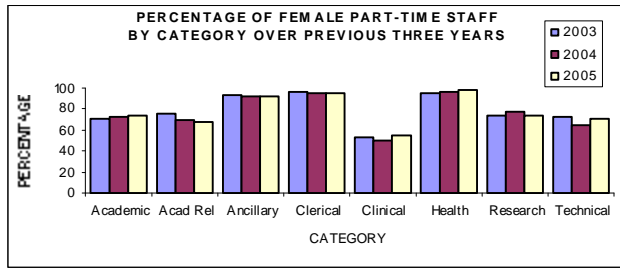
- n Admin/FMD account for 58% of all part-time staff, a 2% decrease from the previous year.
- n The highest proportion of part-time staff is in Admin/FMD where 44% work part-time.
- n The Faculty of Engineering and the Faculty of Pure Science have the lowest proportions of part-time staff, with 8% and 10% working part-time respectively.
- n There has been a 17% increase from the previous year in the number of part-time staff in the Faculty of Pure Science (38% increase since 2003). There was also a 36% increase from the previous year in the number of part-time staff in the Faculty of Arts.

	2001			2002			2003			2004			2005			Total % Incr over prev yr
	M	F	Total	M	F	Total	M	F	Total	M	F	Total	M	F	Total	
Part-Time	205	1299	1504	158	1247	1405	177	1276	1453	217	1321	1538	227	1334	1561	1
Full-Time	2239	1652	3891	2249	1752	4001	2333	1783	4116	2391	1855	4246	2493	1929	4422	4
<b>TOTAL</b>	<b>2444</b>	<b>2951</b>	<b>5395</b>	<b>2407</b>	<b>2999</b>	<b>5406</b>	<b>2510</b>	<b>3059</b>	<b>5569</b>	<b>2608</b>	<b>3176</b>	<b>5784</b>	<b>2720</b>	<b>3263</b>	<b>5983</b>	<b>3</b>



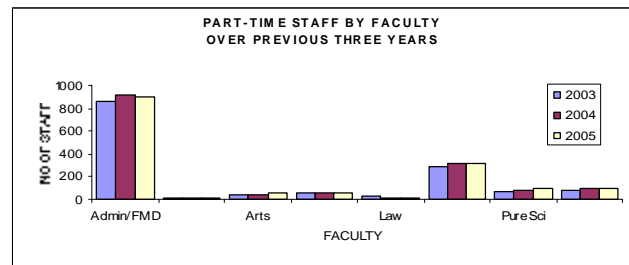
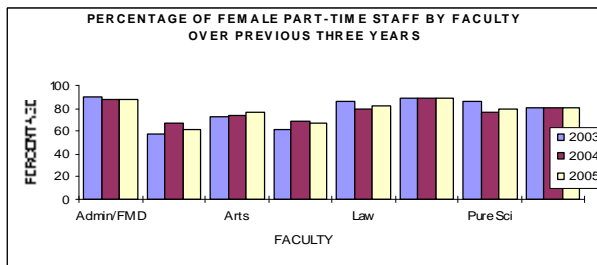
### 3.12.1 Part-Time Staff by Category and Gender

	2003				2004				2005				Total % Incr over prev yr
	Male	Female	Total	%F	Male	Female	Total	%F	Male	Female	Total	%F	
Academic	15	37	52	71	16	41	57	72	15	43	58	74	2
Acad Rel	37	117	154	76	63	141	204	69	73	151	224	67	10
Ancillary	41	549	590	93	45	531	576	92	43	521	564	92	-2
Clerical	15	373	388	96	21	407	428	95	24	406	430	94	0
Clinical	14	16	30	53	12	12	24	50	13	16	29	55	21
Health	2	35	37	95	1	38	39	97	1	42	43	98	10
Research	30	90	120	75	29	96	125	77	33	94	127	74	2
Technical	23	59	82	72	30	55	85	65	25	61	86	71	1
<b>TOTAL</b>	<b>177</b>	<b>1276</b>	<b>1453</b>	<b>88</b>	<b>217</b>	<b>1321</b>	<b>1538</b>	<b>86</b>	<b>227</b>	<b>1334</b>	<b>1561</b>	<b>85</b>	<b>1</b>



### 3.12.2 Part-Time Staff by Faculty and Gender

	2003				2004				2005				Total % Incr over prev yr
	Male	Female	Total	%F	Male	Female	Total	%F	Male	Female	Total	%F	
Admin/FMD	79	789	868	91	110	808	918	88	113	790	903	87	-2
Architecture	6	8	14	57	4	8	12	67	5	8	13	62	8
Arts	11	30	41	73	10	29	39	74	12	41	53	77	36
Engineering	22	36	58	62	17	37	54	69	19	38	57	67	6
Law	3	18	21	86	4	16	20	80	3	14	17	82	-15
Medicine	30	261	291	90	34	278	312	89	34	280	314	89	1
Pure Sci	10	64	74	86	20	67	87	77	21	81	102	79	17
Social Sci	16	70	86	81	18	78	96	81	20	82	102	80	6
<b>TOTAL</b>	<b>177</b>	<b>1276</b>	<b>1453</b>	<b>88</b>	<b>217</b>	<b>1321</b>	<b>1538</b>	<b>86</b>	<b>227</b>	<b>1334</b>	<b>1561</b>	<b>85</b>	<b>1</b>

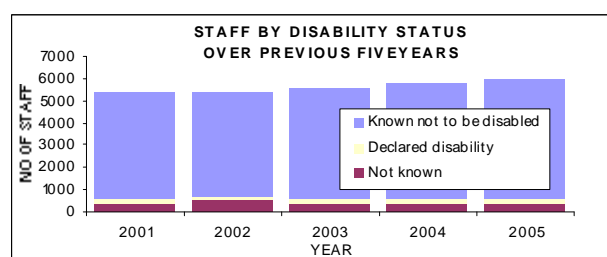


### 3.13 Analysis Of Staff By Disability

Staff who have declared themselves to have a disability as defined in the Disability Discrimination Act 1995.

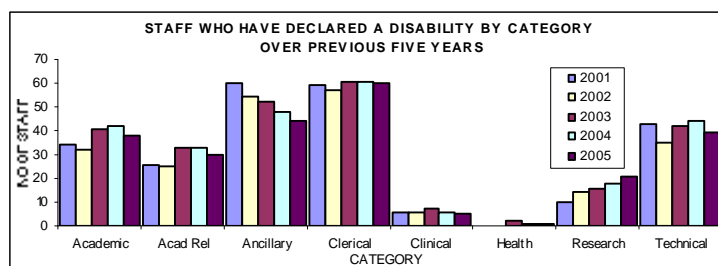
- 4% of current staff are known to have a disability, a 1% decrease from the previous year.
- The technical, ancillary and clerical categories have the highest proportion of known disabled staff, with 6%, 6% and 5% known disabled staff respectively.
- Health and research categories have the lowest proportion of known disabled staff, with 1% and 2% respectively.
- Admin/FMD account for 40% of staff with a known disability, and has the highest proportion of known disabled staff with 5%.
- 29% of staff with a known disability work part-time; remaining broadly constant since 2000, and also consistent with the proportion of all staff working part-time (26%).

	2001	2002	2003	2004	2005
Known not to be disabled	4792	4711	4985	5193	5421
Declared disability	238	223	254	253	238
Not known	365	472	330	338	324
<b>TOTAL</b>	<b>5395</b>	<b>5406</b>	<b>5569</b>	<b>5784</b>	<b>5983</b>



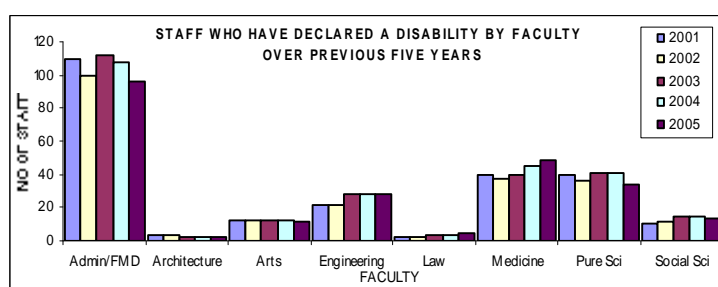
### 3.13.1 Staff who have declared a disability by Category

	2001	2002	2003	2004	2005
Academic	34	32	41	42	38
Acad Rel	26	25	33	33	30
Ancillary	60	54	52	48	44
Clerical	59	57	61	61	60
Clinical	6	6	7	6	5
Health	-	-	2	1	1
Research	10	14	16	18	21
Technical	43	35	42	44	39
<b>TOTAL</b>	<b>238</b>	<b>223</b>	<b>254</b>	<b>253</b>	<b>238</b>



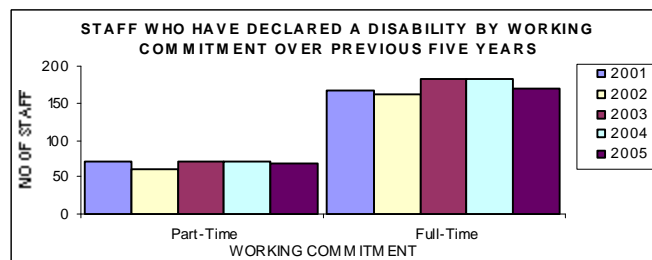
### 3.13.2 Staff who have declared a disability by Faculty

	2001	2002	2003	2004	2005
Admin/FMD	110	100	112	107	96
Architecture	3	3	2	2	2
Arts	12	12	13	12	11
Engineering	21	22	28	28	28
Law	2	2	3	3	4
Medicine	40	37	40	45	49
Pure Sci	40	36	41	41	34
Social Sci	10	11	15	15	14
<b>TOTAL</b>	<b>238</b>	<b>223</b>	<b>254</b>	<b>253</b>	<b>238</b>



### 3.13.3 Staff who have declared a disability by Working Commitment

	2001	2002	2003	2004	2005
Part-Time	70	62	72	71	69
Full-Time	168	161	182	182	169
<b>TOTAL</b>	<b>238</b>	<b>223</b>	<b>254</b>	<b>253</b>	<b>238</b>

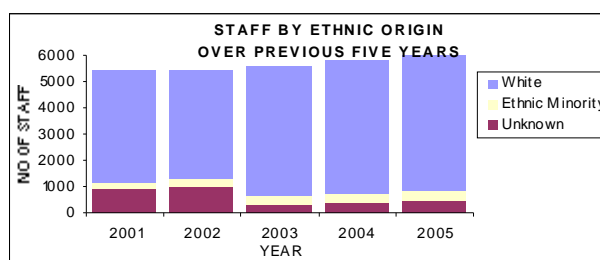


## 3.14 Analysis Of Staff By Ethnic Origin

- n 7% of current staff are of minority ethnic origin, compared with 5% in 2001. This compares with the local working population where the percentage of residents of minority ethnic origin is 8.3% (2001 Census data).
- n The ethnic origin of 7% of current staff is unknown, compared with 17% in 2001.
- n Chinese staff account for 2.2% of all staff and 32% of all minority ethnic staff (compared with 0.5% in the local population).
- n Asian staff account for 2.2% of all staff (compared with 4.4% in the local population).
- n Black staff account for 0.8% of all staff (compared with 1.8% in the local population).
- n There has been a 10% increase in the number of Chinese staff from the previous year and an 108% increase over the past 4 years.
- n 55% of minority ethnic staff can be found in the academic and research categories (who represent 36% of all staff).

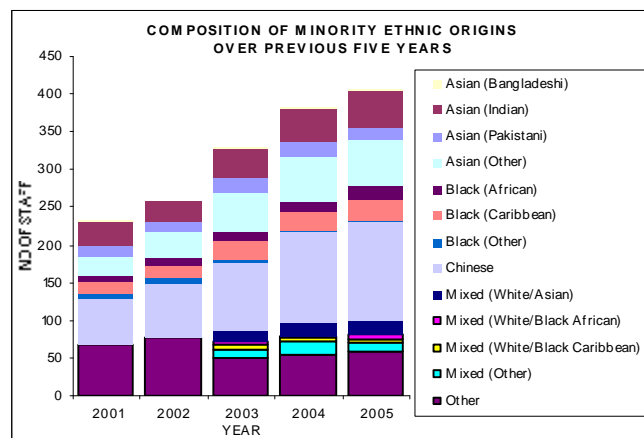
- n The research and clinical categories have the highest proportions of minority ethnic origin staff with 15% and 12% respectively.
- n There has been a steady increase in the number of minority ethnic staff in the ancillary category equating to 356% since 2001. The proportion of minority ethnic staff in the ancillary category has increased from 1% to 5% during this time.
- n There has been a steady increase (57% over the past 4 years) in the number of minority ethnic staff in the clerical category.
- n The Faculty of Engineering has the highest proportion of minority ethnic staff with 15%.
- n The numbers of minority ethnic staff have increased by 11% in Admin/FMD and by 12% in the Faculty of Engineering respectively.
- n 24% of staff of minority ethnic origin work on a part-time basis (compared to 26% of current staff), constant with the previous year.

	2001	2002	2003	2004	2005
White	4248	4148	4951	5049	5146
Ethnic Minority	234	258	331	382	408
Unknown	913	1000	287	353	429
<b>TOTAL</b>	<b>5395</b>	<b>5406</b>	<b>5569</b>	<b>5784</b>	<b>5983</b>



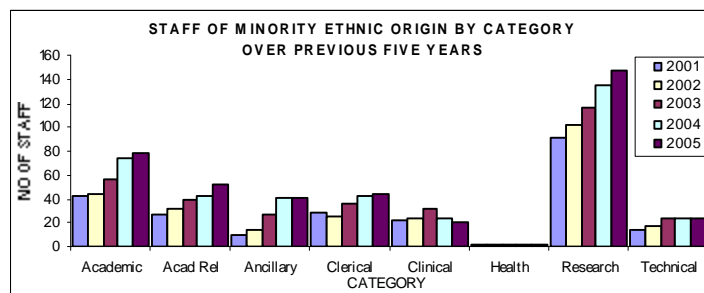
### 3.14.1 Composition of Minority Ethnic Origins

	2001	2002	2003	2004	2005
Asian (Bangladeshi)	3	-	2	3	4
Asian (Indian)	33	28	40	43	48
Asian (Pakistani)	13	13	19	20	17
Asian (Other)	26	34	54	58	61
Black (African)	8	11	11	13	19
Black (Caribbean)	15	17	25	26	25
Black (Other)	6	5	3	3	3
Chinese	63	73	90	119	131
Mixed (White/Asian)	n/a	n/a	15	17	19
Mixed (White/Black African)	n/a	n/a	4	4	6
Mixed (White/Black Caribbean)	n/a	n/a	6	4	4
Mixed (Other)	n/a	n/a	12	17	12
Other	67	77	50	55	59
<b>TOTAL</b>	<b>234</b>	<b>258</b>	<b>331</b>	<b>382</b>	<b>408</b>



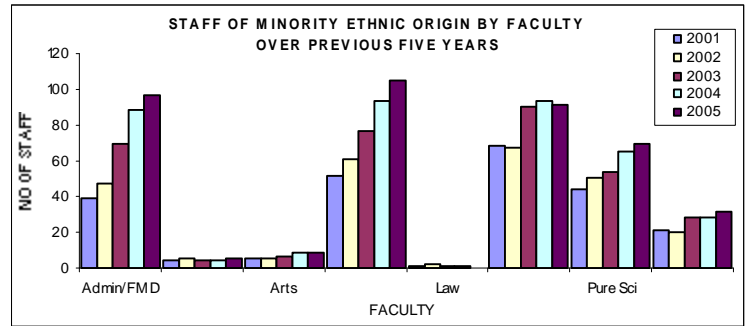
### 3.14.2 Staff of Minority Ethnic Origin by Category

	2001	2002	2003	2004	2005
Academic	42	44	57	73	78
Acad Rel	27	31	40	43	51
Ancillary	9	14	26	41	41
Clerical	28	25	36	43	44
Clinical	22	24	31	23	21
Health	1	1	1	1	1
Research	91	102	116	135	148
Technical	14	17	24	23	24
<b>TOTAL</b>	<b>234</b>	<b>258</b>	<b>331</b>	<b>382</b>	<b>408</b>



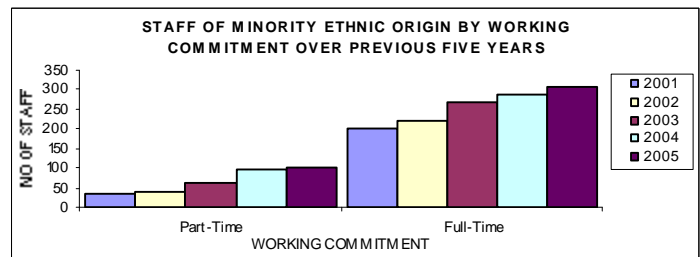
### 3.14.3 Staff of Minority Ethnic Origin by Faculty

	2001	2002	2003	2004	2005
Admin/FMD	39	47	70	88	97
Architecture	4	5	4	4	5
Arts	5	5	6	8	8
Engineering	52	61	77	94	105
Law	1	2	1	1	0
Medicine	68	67	91	94	92
Pure Sci	44	51	54	65	69
Social Sci	21	20	28	28	32
<b>TOTAL</b>	<b>234</b>	<b>258</b>	<b>331</b>	<b>382</b>	<b>408</b>



### 3.14.4 Staff of Minority Ethnic Origin by Working Commitment

	2001	2002	2003	2004	2005
Part-Time	33	36	62	94	99
Full-Time	201	222	269	288	309
<b>TOTAL</b>	<b>234</b>	<b>258</b>	<b>331</b>	<b>382</b>	<b>408</b>



## Chapter 4 ANALYSIS OF STARTERS & LEAVERS

This chapter analyses staff joining and leaving the University, comparing age, staff category, gender, disability and ethnicity with that of previous years. The 'starters' data relates to staff who were new to the University during the period, or re-appointed after a break in service.

The monitoring undertaken here is reliant upon the voluntary declaration of status in relation to ethnicity and disability, by the completion and return of monitoring forms. The analysis therefore relates only to those whose status is known.

### Overall:

- n The number of starters (1080) exceeded the number of leavers (886) this year by 194 out of a total current staff of 5,983.**
- n During this period staff turnover<sup>1</sup> was 15%; this has remained relatively stable over the past 5 years.**
- n Staff turnover was highest in the research (24%) and ancillary (19%) categories, and within the Faculty of Arts (21%), Pure Science (17%) and Admin/FMD (15%).**

1. Staff Turnover is calculated by Number of Leavers divided by Average Number Employed x100.

### 4.1 Overall Analysis Of The Balance Between Starters & Leavers

#### 4.1.1 By Age

- n The greatest net increase this year was in the 16-29 age group (189). The largest net loss this year was in the 50+ age group (81).**
- n There was a greater difference between starters and leavers in the youngest age groups than the eldest age groups.**
- n The 16-29 age group had the highest number of starters and the highest number of leavers.**
- n The highest staff turnover rate was in the 16-29 age group with an annual turnover of 31%. The lowest turnover was in the 50+ age group, with 10%.**

#### 4.1.2 By Category

- n The largest net gains this year in the number of staff were found in the research (89) and academic-related (55) categories. This is an increase in net gains for both categories from the previous year (56 and 39 respectively).**
- n Research staff accounted for 28% of all starters and leavers (research staff comprise 16% of current staff).**
- n Only the technical and ancillary categories experienced a net loss in staff this year (11 and 5 respectively), compared with the previous year, where the technical category had a net gain of 11 and the ancillary category had net losses of 1.**
- n The highest staff turnover rate was in the research category where there was an annual turnover of 24%. The lowest turnover was in the academic category (8% constant with the previous year).**

#### 4.1.3 By Faculty

- n The majority of starters were concentrated in Admin/FMD (35%), the Faculty of Pure Science (19%) and the Faculty of Medicine (17%).**
- n Admin/FMD, the Faculty of Medicine and the Faculty of Pure Science also had the highest proportion of leavers, (35%), (20%) and (18%) respectively.**
- n The largest net gains this year were found in Admin/FMD (64) and the Faculty of Pure Science (47). The Faculty of Law was the only faculty to experience a net loss (4).**

- n The highest turnover rate was in the Faculty of Arts (21%) and the lowest was in the Faculty of Architecture (10%).

#### 4.1.4 By Working Commitment

- n The proportions of part-time staff starting and leaving remained stable, compared with the previous year. 33% of all starters were part-time, compared with 26% of all current staff.
- n The turnover rate of part-time staff was significantly higher than that of full-time staff, most likely owing to the strong representation of part-time staff in the ancillary category and the associated high turnover rate in that category. Part-time staff had a turnover rate of 23% compared to 12% for full-time staff.

#### 4.1.5 By Disability Status

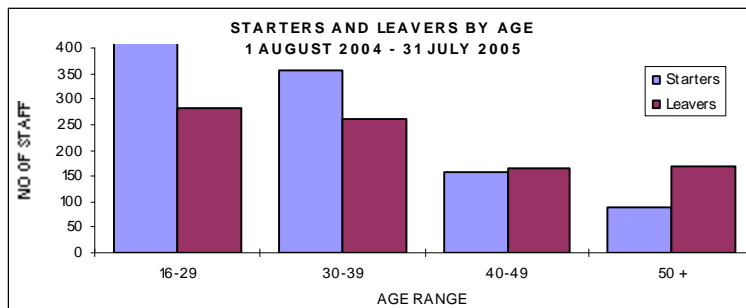
- n 24 starters and 39 leavers were known to be disabled; as a proportion of total starters and leavers this broadly reflects the proportion of current staff known to be disabled.
- n The disability status of 5% of starters and leavers was unknown, compared to 17% in 2002/03.

#### 4.1.6 By Ethnic Origin

- n There has been a net gain of 20 in the number of starters and leavers this year of minority ethnic origin staff, compared to 31 in the previous year.
- n 13% of all starters and 13% of all leavers were of minority ethnic origin, broadly constant with the previous year.
- n Minority ethnic origin staff had a significantly higher turnover rate than non minority ethnic staff; 29% compared to 13% (constant with the previous year).

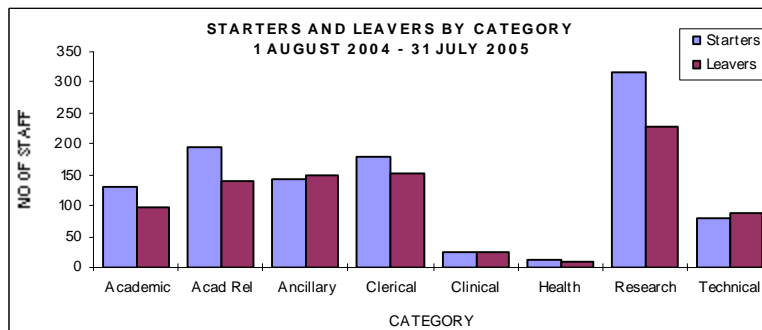
#### 4.1.1 By Age

	Starters	Leavers	Variance
16-29	471	282	189
30-39	355	262	93
40-49	158	166	-8
50 +	87	168	-81
Unkn	9	8	1
<b>TOTAL</b>	<b>1080</b>	<b>886</b>	<b>194</b>



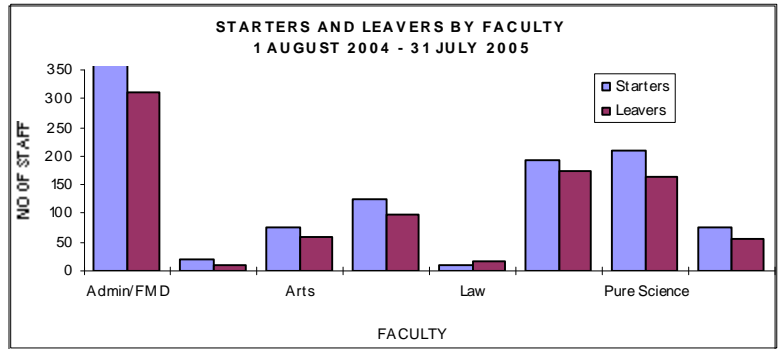
#### 4.1.2 By Category

	Starters	Leavers	Variance
Academic	131	98	33
Acad Rel	195	140	55
Ancillary	143	148	-5
Clerical	181	151	30
Clinical	24	23	1
Health	12	10	2
Research	316	227	89
Technical	78	89	-11
<b>TOTAL</b>	<b>1080</b>	<b>886</b>	<b>194</b>



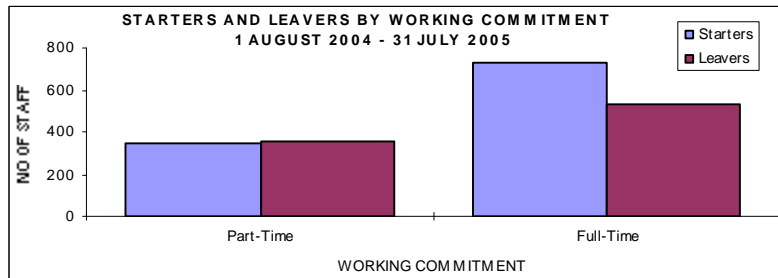
### 4.1.3 By Faculty

	Starters	Leavers	Variance
Admin/FMD	376	312	64
Architecture	18	9	9
Arts	74	60	14
Engineering	124	99	25
Law	11	15	-4
Medicine	192	173	19
Pure Science	210	163	47
Social Science	75	55	20
<b>TOTAL</b>	<b>1080</b>	<b>886</b>	<b>194</b>



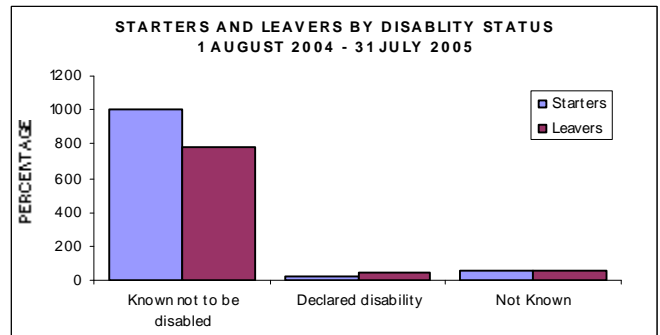
### 4.1.4 By Working Commitment

	Starters	Leavers	Variance
Part-Time	351	354	-3
Full-Time	729	532	197
<b>TOTAL</b>	<b>1080</b>	<b>886</b>	<b>194</b>



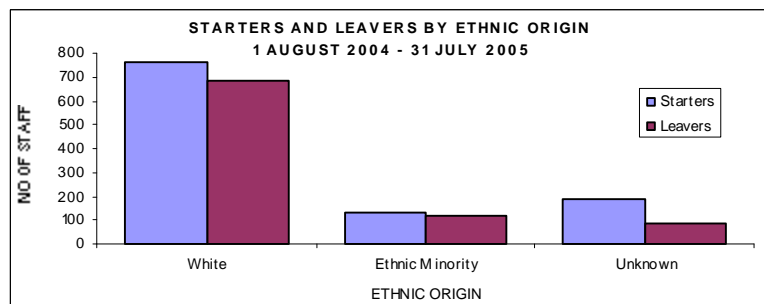
### 4.1.5 By Disability Status

	Starters	Leavers	Variance
Known not to be disabled	997	787	210
Declared disability	24	39	-15
Not Known	59	60	-1
<b>TOTAL</b>	<b>1080</b>	<b>886</b>	<b>194</b>



### 4.1.6 By Ethnic Origin

	Starters	Leavers	Variance
White	759	682	77
Ethnic Minority	136	116	20
Unknown	185	88	97
<b>TOTAL</b>	<b>1080</b>	<b>886</b>	<b>194</b>



## 4.2 Analysis Of Starters

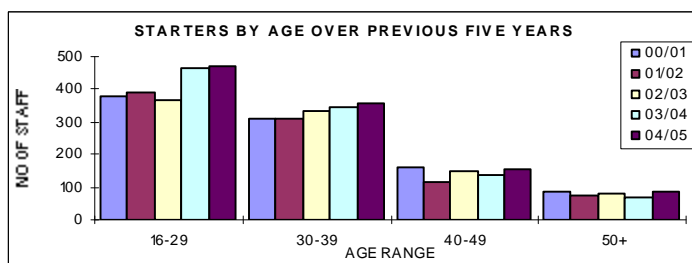
Staff who were new to the University during the period, or re-appointed after a break in service

- n The total number of starters increased by 16% over the past 3 years (an increase of 5% from the previous year).
- n 76% of starters during this year were under the age of 40, compared with 44% of current staff being under the age of 40.

- n The number of starters this year increased most in the 50+ age group (23%). The 19-29 age groups increased by only 1%, compared to 28% in the previous year.
- n The proportion of female starters (55%) has been broadly consistent with the proportion of female staff at the University over the past 5 years.
- n The breakdown between male and female starters in different categories and across the Faculties broadly reflected that of the current staff, except for the technical category. In the technical category 56% of starters were female compared to just 33% of current staff.
- n The number of male starters in the technical category decreased by 48% compared with the previous year while the number of female starters in the technical category has increased by 46%.
- n The clinical and academic-related categories had the largest increase in starters, 26% and 21% respectively. The categories where there has been a decrease in starters from the previous year were the technical, clerical and health categories (-19%, -10% and -8% respectively).
- n There have been large increases in starters in the Faculties of Architecture and Arts (50% and 42% respectively) compared with the previous year and also a large decrease in the Faculty of Law (-45%) compared with the previous year.

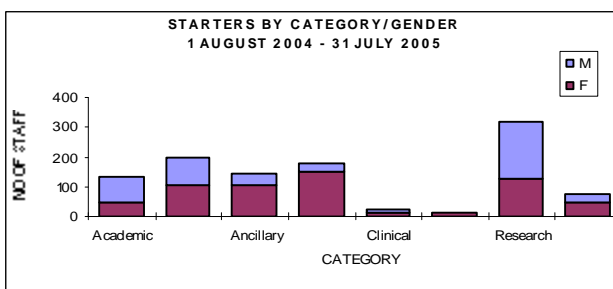
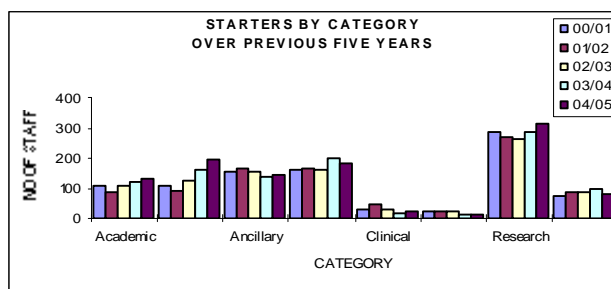
#### 4.2.1 By Age

	00/01	01/02	02/03	03/04	04/05
16-29	380	391	367	468	471
30-39	313	310	336	345	355
40-49	160	115	148	136	158
50+	88	77	83	71	87
Unkn	8	35	9	11	9
<b>TOTAL</b>	<b>949</b>	<b>928</b>	<b>943</b>	<b>1031</b>	<b>1080</b>



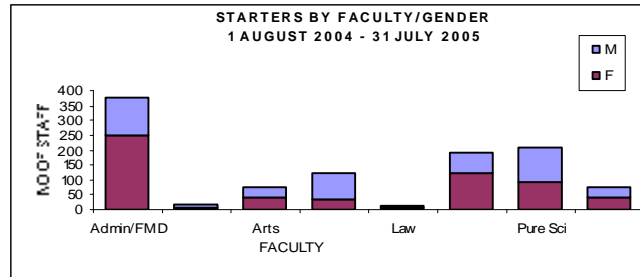
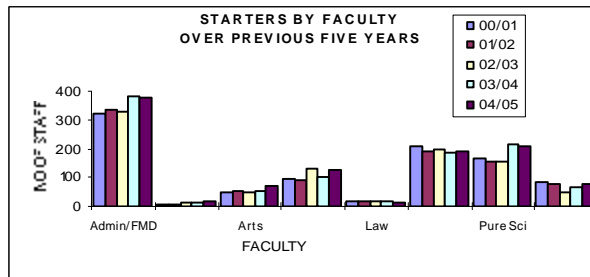
#### 4.2.2 By Category and Gender

	00/01			01/02			02/03			03/04			04/05			Total % Incr over prev yr
	M	F	Total	M	F	Total	M	F	Total	M	F	Total	M	F	Total	
Academic	64	42	106	42	41	83	66	42	108	72	48	120	83	48	131	9
Acad Rel	47	64	111	42	51	93	49	77	126	75	86	161	88	107	195	21
Ancillary	54	101	155	48	119	167	45	107	152	52	83	135	41	102	143	6
Clerical	20	140	160	32	132	164	28	130	158	35	167	202	31	150	181	-10
Clinical	21	10	31	31	15	46	19	10	29	12	7	19	14	10	24	26
Health	3	20	23	5	17	22	3	19	22	3	10	13	1	11	12	-8
Research	171	115	286	143	123	266	159	104	263	156	129	285	191	125	316	11
Technical	46	31	77	47	40	87	50	35	85	66	30	96	34	44	78	-19
<b>TOTAL</b>	<b>426</b>	<b>523</b>	<b>949</b>	<b>390</b>	<b>538</b>	<b>928</b>	<b>419</b>	<b>524</b>	<b>943</b>	<b>471</b>	<b>560</b>	<b>1031</b>	<b>483</b>	<b>597</b>	<b>1080</b>	<b>5</b>



### 4.2.3 By Faculty and Gender

	00/01			01/02			02/03			03/04			04/05			Total % Incr over prev yr
	M	F	Total	M	F	Total	M	F	Total	M	F	Total	M	F	Total	
Admin/FMD	103	221	324	111	223	334	106	225	331	147	233	380	126	250	376	-1
Architecture	6	1	7	3	4	7	8	1	9	7	5	12	10	8	18	50
Arts	21	28	49	28	27	55	19	31	50	22	30	52	36	38	74	42
Engineering	66	28	94	58	31	89	106	24	130	73	30	103	91	33	124	20
Law	7	8	15	7	13	20	9	10	19	7	13	20	4	7	11	-45
Medicine	80	127	207	71	118	189	64	135	199	66	119	185	68	124	192	4
Pure Sci	111	57	168	86	68	154	89	66	155	126	86	212	115	95	210	-1
Social Sci	32	53	85	26	54	80	18	32	50	23	44	67	33	42	75	12
<b>TOTAL</b>	<b>426</b>	<b>523</b>	<b>949</b>	<b>390</b>	<b>538</b>	<b>928</b>	<b>419</b>	<b>524</b>	<b>943</b>	<b>471</b>	<b>560</b>	<b>1031</b>	<b>483</b>	<b>597</b>	<b>1080</b>	<b>5</b>

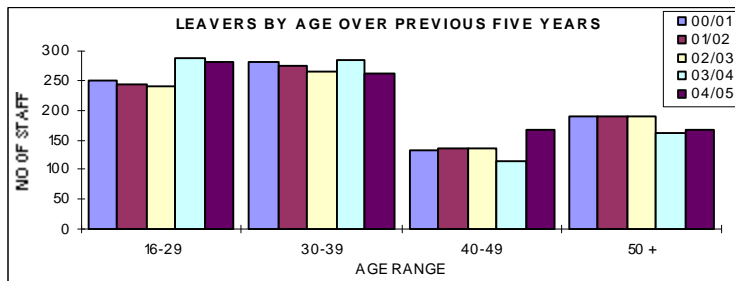


### 4.3 Analysis Of Leavers

- n The total number of leavers increased by 4% compared with the previous year.
- n 61% of leavers during this year were under the age of 40 (a 6% decrease from the previous year), compared with 44% of current staff being under the age of 40.
- n The number of leavers this year has increased most significantly in the 40-49 age group (by 44%). The 16-29 and 30-39 age groups both decreased by 2% and 7% respectively, conversely compared with the previous year where the proportion of leavers in the 40-49 and 50+ age groups decreased and the younger age groups increased.
- n The proportion of female leavers (57%) was broadly consistent with the overall profile of the University for the past 4 years.
- n The breakdown between male and female leavers in different categories reflected that of the current staff.
- n The academic and academic-related categories had the largest increase in leavers with a 17% and 15% respectively. Categories where there has been a decrease in leavers from the previous year were the clinical and research categories (-34% and -1% respectively). The clinical category had a 69% decrease in the number of female leavers while there was a decrease of only 14% in the number of male leavers.
- n The breakdown between male and female leavers across all faculties broadly reflected that of the current staff, except for the Faculty of Engineering where 32% of leavers were female, compared to 24% of female current staff.
- n There have been decreases in the numbers of leavers in the Faculty of Medicine (-7%) and the Faculty of Pure Science (-2%) compared with the previous year. There has been a large increase in the number of leavers in the Faculties of Architecture, Arts and Engineering (50%, 40% and 25% respectively).

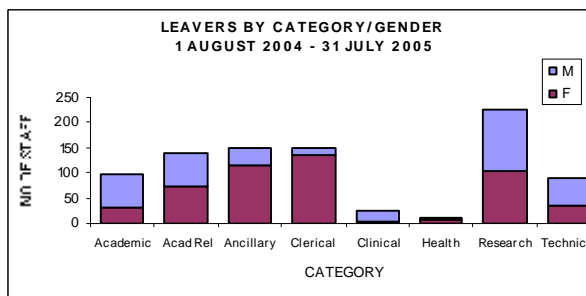
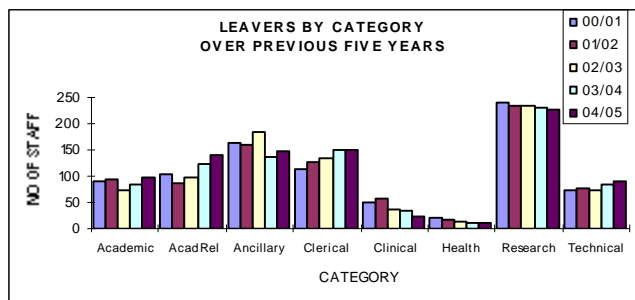
### 4.3.1 By Age

	00/01	01/02	02/03	03/04	04/05
16-29	249	244	241	288	282
30-39	282	274	266	283	262
40-49	132	136	137	115	166
50 +	191	188	190	161	168
Unkn	3	11	7	5	8
<b>TOTAL</b>	<b>857</b>	<b>853</b>	<b>841</b>	<b>852</b>	<b>886</b>



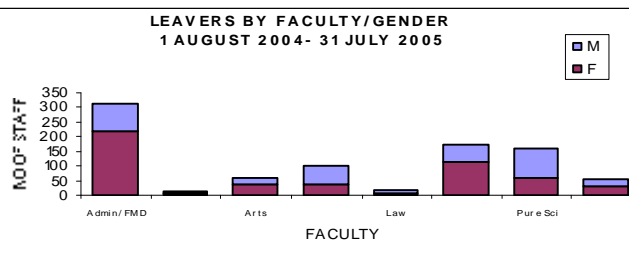
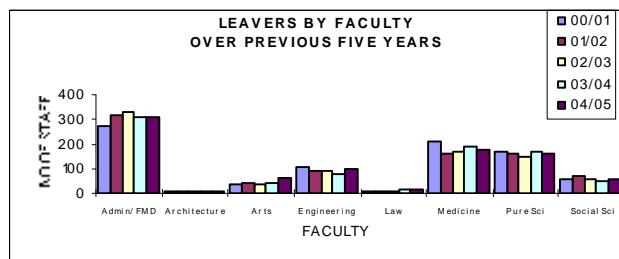
### 4.3.2 By Category and Gender

	00/01			01/02			02/03			03/04			04/05			Total % Incr over prev yr
	M	F	Total	M	F	Total	M	F	Total	M	F	Total	M	F	Total	
Academic	66	25	91	68	26	94	50	24	74	59	25	84	67	31	98	17
Acad Rel	42	61	103	41	46	87	36	62	98	57	65	122	66	74	140	15
Ancillary	40	125	165	45	114	159	45	137	182	35	101	136	35	113	148	9
Clerical	9	105	114	12	116	128	16	116	132	27	124	151	17	134	151	0
Clinical	34	16	50	49	9	58	25	11	36	22	13	35	19	4	23	-34
Health	2	17	19	1	16	17	2	11	13	2	8	10	2	8	10	0
Research	155	86	241	143	89	232	126	106	232	132	97	229	123	104	227	-1
Technical	37	37	74	42	36	78	41	33	74	52	33	85	54	35	89	5
<b>TOTAL</b>	<b>385</b>	<b>472</b>	<b>857</b>	<b>401</b>	<b>452</b>	<b>853</b>	<b>341</b>	<b>500</b>	<b>841</b>	<b>386</b>	<b>466</b>	<b>852</b>	<b>383</b>	<b>503</b>	<b>886</b>	<b>4</b>



### 4.3.3 By Faculty and Gender

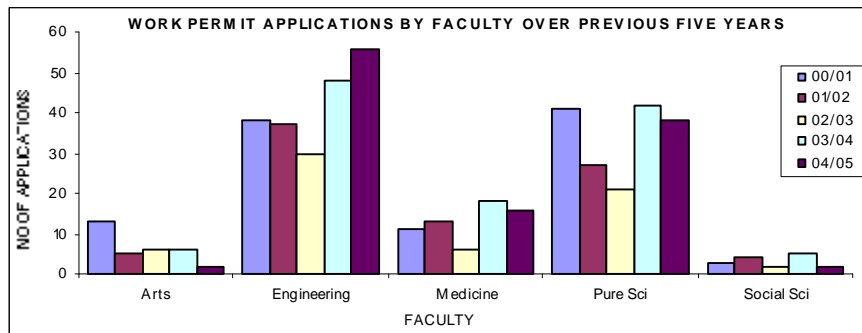
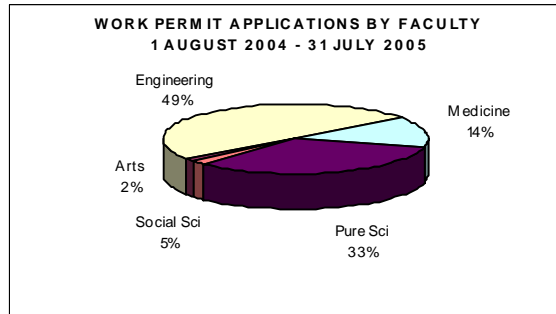
	00/01			01/02			02/03			03/04			04/05			Total % Incr over prev yr
	M	F	Total	M	F	Total	M	F	Total	M	F	Total	M	F	Total	
Admin/FMD	73	198	271	102	213	315	90	239	329	104	205	309	90	222	312	1
Architecture	4	4	8	5	-	5	3	2	5	4	2	6	4	5	9	50
Arts	16	16	32	20	19	39	16	19	35	23	20	43	27	33	60	40
Engineering	83	21	104	69	24	93	63	29	92	62	17	79	66	33	99	25
Law	2	6	8	3	5	8	5	3	8	3	10	13	7	8	15	15
Medicine	82	127	209	79	83	162	56	112	168	72	114	186	59	114	173	-7
Pure Sci	104	62	166	96	67	163	90	55	145	100	67	167	103	60	163	-2
Social Sci	21	38	59	27	41	68	18	41	59	18	31	49	27	28	55	12
<b>TOTAL</b>	<b>385</b>	<b>472</b>	<b>857</b>	<b>401</b>	<b>452</b>	<b>853</b>	<b>341</b>	<b>500</b>	<b>841</b>	<b>386</b>	<b>466</b>	<b>852</b>	<b>383</b>	<b>503</b>	<b>886</b>	<b>4</b>



#### 4.4 Work Permit Applications

- n 114 work permit applications were made in 2004/05, a 6% decrease from the previous year.
- n The largest increase in applications from the previous year was in the Faculty of Engineering (increasing by 17%).
- n 49% of all applications were made by the Faculty of Engineering and 33% by the Faculty of Pure Science.

	00/01	01/02	02/03	03/04	04/05
Admin/FMD	2	2	-	2	-
Architecture	-	-	-	-	-
Arts	13	5	6	6	2
Engineering	38	37	30	48	56
Law	-	-	-	-	-
Medicine	11	13	6	18	16
Pure Sci	41	27	21	42	38
Social Sci	3	4	2	5	2
<b>TOTAL</b>	<b>108</b>	<b>88</b>	<b>65</b>	<b>121</b>	<b>114</b>



## Chapter 5 ANALYSIS OF PROMOTIONS

This chapter analyses the 2004 promotion exercise for the academic, academic-related, clerical and technical staff. The information is based upon the staffing pool (all staff except staff on the top grade) as at 31<sup>st</sup> July 2004 from which the promotions are drawn.

The monitoring undertaken here is reliant upon the voluntary declaration of status in relation to ethnicity and disability, by the completion and return of monitoring forms. The analysis therefore relates only to those whose status is known.

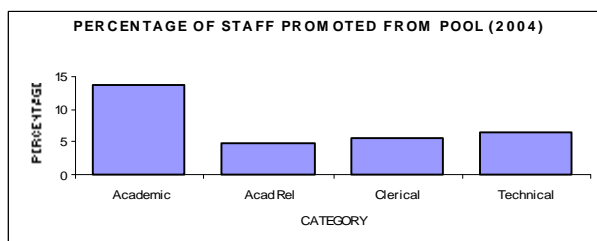
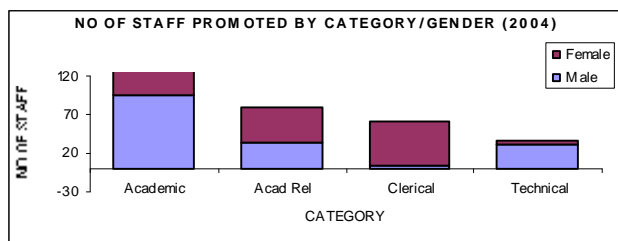
### Overall:

- n From the academic, academic-related, clerical and technical staff pool a total of 305 staff were promoted in 2004 (an increase of 13% compared with 2003 but broadly constant since 1998).
- n 7% of the total pool were promoted, constant with the previous year, and compared with 10% in 1998.
- n 47% of staff promoted were female.
- n Out of 41 clerical staff promoted to grades 4, 5 and 6, none were male, compared to 7 males in the previous year.
- n 15% of the pool of academic male staff were promoted, compared to 11% of the pool of female academic staff.

### 5.1 Promotions By Gender

- n 8% of the pool of male staff were promoted, compared to 6% of the pool of female staff.
- n 15% of the pool of academic male staff were promoted, compared to 11% of the pool of female academic staff.
- n Out of 36 promotions in the technical category, 14% of promotions were female (female technical staff comprise 32% of the eligible technical pool).

	No of Staff Promoted				Total Pool of Staff			% of Pool Promoted		
	Male	Female	Total	% F	Male	Female	Total	Male	Female	Total
Academic	95	35	130	27	621	331	952	15	11	14
Acad Rel	33	46	79	58	824	847	1671	4	5	5
Clerical	4	56	60	93	94	993	1087	4	6	6
Technical	31	5	36	14	390	181	571	8	3	6



## **5.2 Promotions By Category**

### **5.2.1 Academic Staff (Clinical & Non-Clinical) by Grade & Gender**

- n 43% of all promotions fell within the academic category, an increase of 2% from the previous year.
- n There was a 16% increase in number of academic staff promoted compared with the previous year (43% increase since 2002).
- n The total proportion of female staff promoted within the academic category rose from 26% in the previous year to 27% this year. Female staff comprise 35% of the total eligible pool, compared to 32% in the previous year.
- n The proportion of female staff promoted to Senior Lecturer rose from the previous year, from 21% to 30%. However, the proportion of female staff promoted to Personal Chair has fallen to 21%, from 33% in the previous year.

### **5.2.2 Academic-Related and Non-Clinical Research Staff by Grade and Gender**

(Administrative/Computer/Library/Other Related/Non-Clinical Researchers)

- n 26% of all promotions fell within the academic-related category.
- n There has been a 46% increase in the number of academic-related promotions compared with 2003.
- n 58% of all academic-related promotions were female staff, an 8% increase from the previous year, with the proportion of female academic-related staff promoted exceed their proportions in the total pool (51%).
- n The proportion of staff promoted at all grades who were female rose from the previous year.
- n 60% of academic-related staff promoted to grades 5 and 6 (III & IV) were female, compared with just 20% in the previous year.

### **5.2.3 Ancillary Staff by Gender**

- n 6 ancillary staff (5 male, 1 female) were promoted in 2004, compared to 2 in 2003, and 88 in 2001 (when the formal route for reviewing ancillary grades was introduced).

### **5.2.4 Clerical and Secretarial Staff by Grade and Gender**

- n 20% of all promotions fell within the clerical category, a 6% decrease from the previous year.
- n The number of staff promoted within the clerical category fell by 15% from the previous year. and by 40% over the past 4 years.
- n Women comprise 91% of the total eligible pool for clerical staff and 93% of those promoted from that pool.
- n Out of 41 clerical staff promoted to grades 4, 5 and 6, none were male compared to 7 males in the previous year.

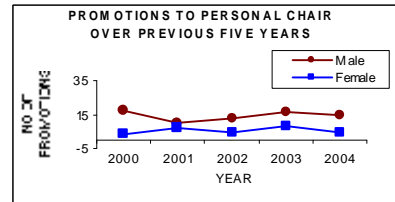
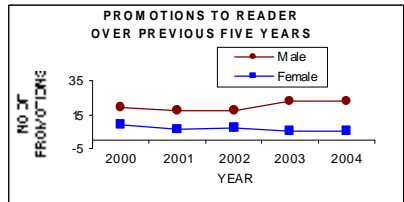
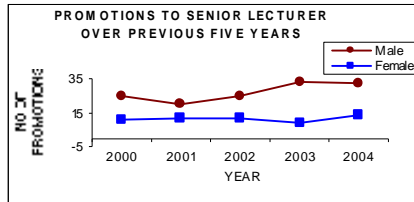
### **5.2.5 Technical Staff by Grade and Gender**

(excluding Medical Laboratory Scientific Officers)

- n 12% of all promotions fell within the technical category.
- n 58% of technical promotions fell within grades E and F.
- n Women comprised 32% of the eligible pool for technical promotions and 14% of those promoted.
- n The proportion of female staff promoted has fallen by 25% from the previous year and is the lowest proportion over the past 4 years.

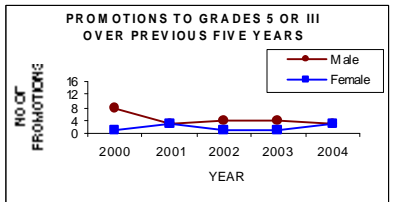
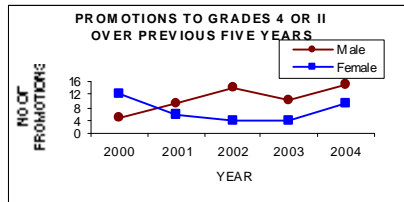
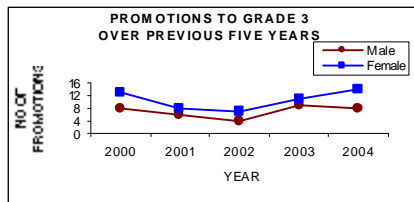
### 5.2.1 Academic Staff (Clinical and Non-Clinical) by Grade and Gender

	NUMBERS PROMOTED ON 1 OCTOBER:								Total For All Grades
	Lecturer B		Senior Lecturer		Reader		Personal Chair		
	Male	Female	Male	Female	Male	Female	Male	Female	
2000	14	6	25	11	19	9	17	3	104
2001	4	7	20	12	17	6	10	7	83
2002	5	8	25	12	17	7	13	4	91
2003	11	7	33	9	23	5	16	8	112
2004	25	12	32	14	23	5	15	4	130



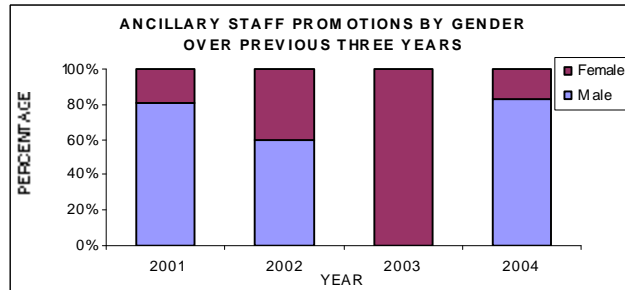
### 5.2.2 Academic Related and Non-Clinical Research Staff by Grade and Gender (Administrative/Computer/Language Assistants/Library/Other Related/Non-Clinical Researchers)

	NUMBERS PROMOTED ON 1 OCTOBER:										Total For All Grades
	Grade 1/2/IA		Grade 3		Grade 4/II		Grade 5/III		Grade 6/IV		
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	
2000	4	17	8	13	5	12	8	1	1	-	69
2001	11	12	6	8	9	6	3	3	-	-	58
2002	11	20	4	7	14	4	4	1	-	-	65
2003	4	11	9	11	10	4	4	1	-	-	54
2004	6	17	8	14	15	9	3	3	1	3	79



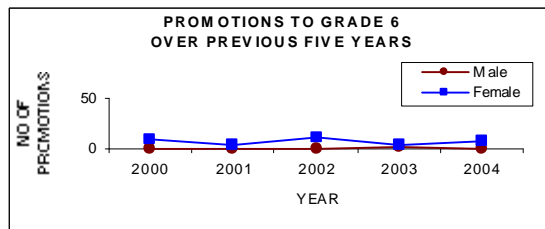
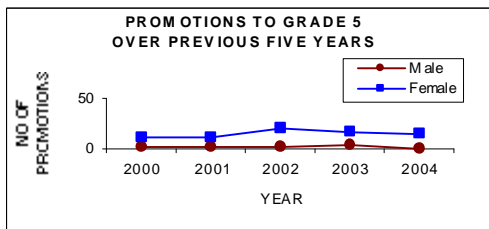
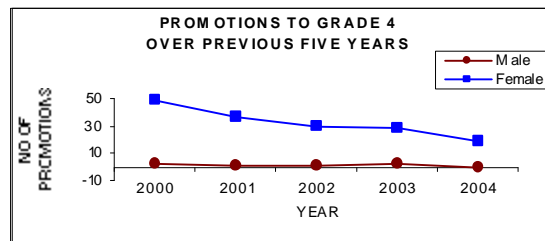
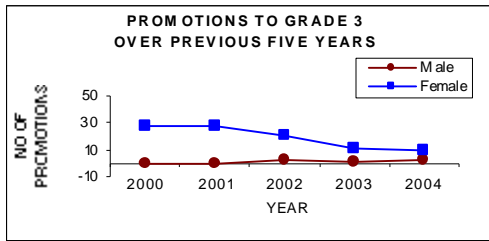
### 5.2.3 Ancillary Staff by Gender

NUMBERS PROMOTED ON 1 AUGUST:			
	Male	Female	Total
2001	71	17	88
2002	6	4	10
2003	-	2	2
2004	5	1	6



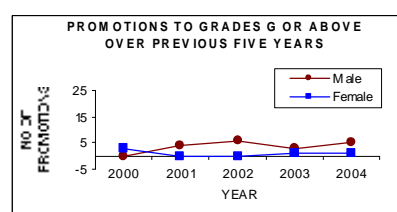
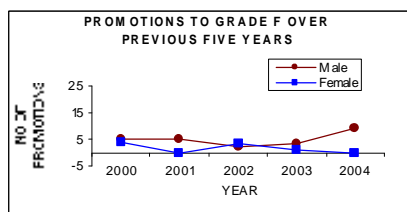
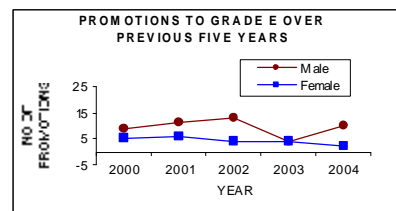
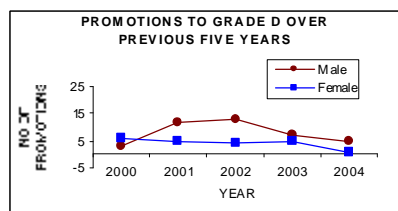
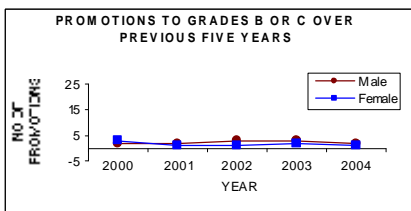
### 5.2.4 Clerical and Secretarial Staff by Grade and Gender

	NUMBERS PROMOTED ON 1 AUGUST:										Total For All Grades
	Grade 2		Grade 3		Grade 4		Grade 5		Grade 6		
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	
2000	-	1	-	27	2	48	1	12	-	9	100
2001	-	2	-	27	1	36	1	12	-	4	83
2002	-	8	3	21	1	30	1	20	-	11	95
2003	-	5	1	11	2	28	4	16	1	3	71
2004	1	6	3	9	-	19	-	15	-	7	60



### 5.2.5 Technical Staff by Grade and Gender (excluding Medical Laboratory Scientific Officers)

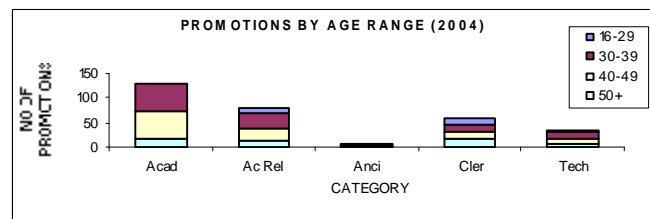
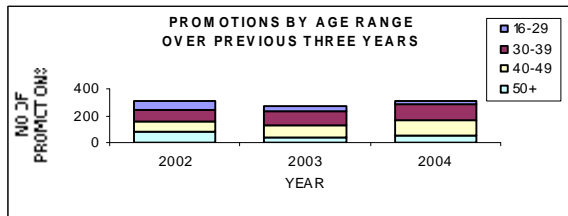
	NUMBERS PROMOTED ON 1 AUGUST:										Total For All Grades
	Grade B/C		Grade D		Grade E		Grade F		Grade G or above		
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	
2000	2	3	3	6	9	5	5	4	-	3	40
2001	2	1	12	5	11	6	5	-	4	-	46
2002	3	1	13	4	13	4	2	3	6	-	49
2003	3	2	7	5	4	4	3	1	3	1	33
2004	2	1	5	1	10	2	9	-	5	1	36



### 5.3 Promotions By Age

- n 72% of staff promoted were between the ages of 30 and 49 (compared with 55% of current staff).
- n 10% of staff promoted were in the 16-29 age group and 19% were over 50 (compared with 15% and 29% of current staff respectively).
- n The proportion of promotions has fallen by 12% in the 16-29 age group since 2002.
- n 1% of the promotions from the academic category were in the 16-29 age group, while 14% and 27% of the promotions from the technical and clerical categories respectively were in the 16-29 age group.

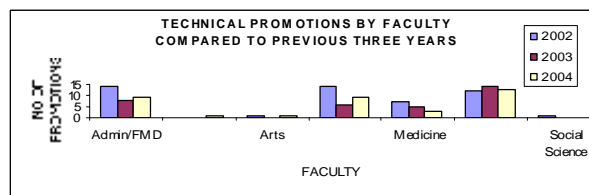
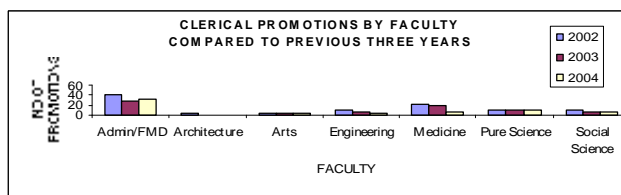
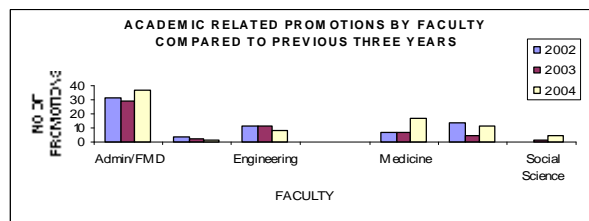
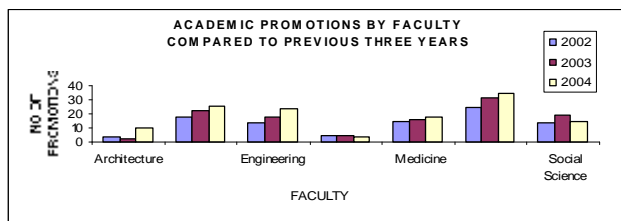
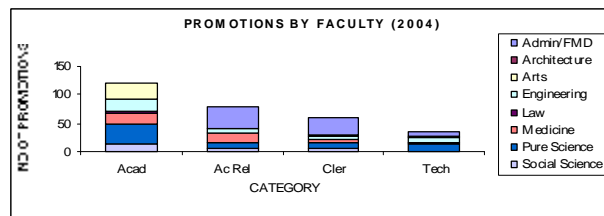
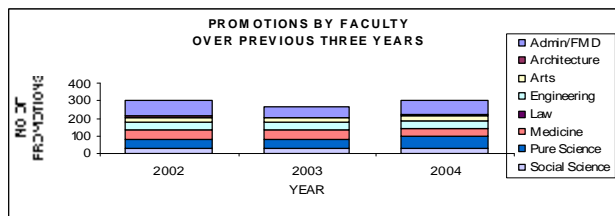
	No of Staff Promoted 2002						Total 2002	No of Staff Promoted 2003						Total 2003	No of Staff Promoted 2004						Total 2004
	Acad	Ac Rel	Anci	Cler	Tech			Acad	Ac Rel	Anci	Cler	Tech			Acad	Ac Rel	Anci	Cler	Tech		
16-29	2	20	-	31	14	<b>67</b>	2	7	-	20	11	<b>40</b>	1	8	-	16	5	<b>30</b>			
30-39	31	18	2	20	14	<b>85</b>	43	25	-	21	9	<b>98</b>	56	33	2	13	12	<b>116</b>			
40-49	39	17	2	19	8	<b>85</b>	49	13	2	21	6	<b>91</b>	56	23	3	13	12	<b>107</b>			
50+	19	10	6	25	13	<b>73</b>	18	9	-	9	7	<b>43</b>	17	15	1	18	7	<b>58</b>			
<b>Total</b>	<b>91</b>	<b>65</b>	<b>10</b>	<b>95</b>	<b>49</b>	<b>310</b>	<b>112</b>	<b>54</b>	<b>2</b>	<b>71</b>	<b>33</b>	<b>272</b>	<b>130</b>	<b>79</b>	<b>6</b>	<b>60</b>	<b>36</b>	<b>311</b>			



### 5.4 Promotions By Faculty

- n The distribution of staff promoted by faculty has remained broadly constant since 2001 noting the following:
- n There has been an increase in the number of promotions in Admin/FMD and the Faculty of Pure Science from the previous year, of 22% and 19% respectively.

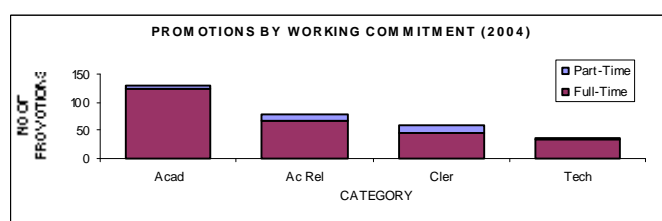
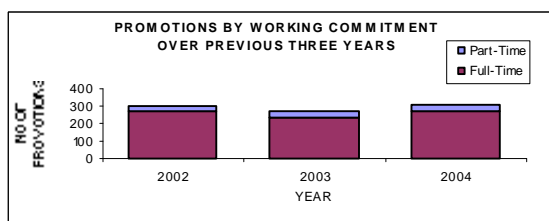
	No of Staff Promoted 2002					Total 2002	No of Staff Promoted 2003					Total 2003	No of Staff Promoted 2004					Total 2004
	Acad	Ac Rel	Cler	Tech			Acad	Ac Rel	Cler	Tech			Acad	Ac Rel	Cler	Tech		
Admin/FMD	-	31	41	14	<b>86</b>	-	29	28	8	<b>65</b>	1	37	32	9	<b>79</b>			
Architecture	3	-	3	-	<b>6</b>	2	-	-	-	<b>2</b>	10	-	-	1	<b>11</b>			
Arts	18	3	4	1	<b>26</b>	22	2	2	-	<b>26</b>	26	1	2	1	<b>30</b>			
Engineering	13	11	8	14	<b>46</b>	18	11	5	6	<b>40</b>	23	8	4	9	<b>44</b>			
Law	5	-	-	-	<b>5</b>	4	-	2	-	<b>6</b>	3	-	-	-	<b>3</b>			
Medicine	14	7	21	7	<b>49</b>	16	7	20	5	<b>48</b>	18	17	6	3	<b>44</b>			
Pure Science	25	13	9	12	<b>59</b>	31	4	9	14	<b>58</b>	34	11	11	13	<b>69</b>			
Social Science	13	-	9	1	<b>23</b>	19	1	5	-	<b>25</b>	15	5	5	-	<b>25</b>			
<b>Total</b>	<b>91</b>	<b>65</b>	<b>95</b>	<b>49</b>	<b>300</b>	<b>112</b>	<b>54</b>	<b>71</b>	<b>33</b>	<b>270</b>	<b>130</b>	<b>79</b>	<b>60</b>	<b>36</b>	<b>305</b>			



## 5.5 Promotions By Working Commitment

- 10% of staff promoted were part-time, which has remained broadly constant since 2001 (compared with 26% of current staff).
- 44% of all part-time staff promoted were in the clerical category and 23% of all clerical staff promoted were part-time.

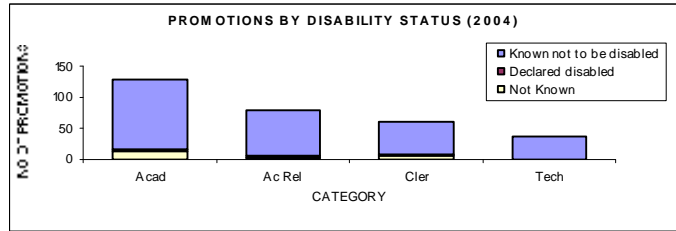
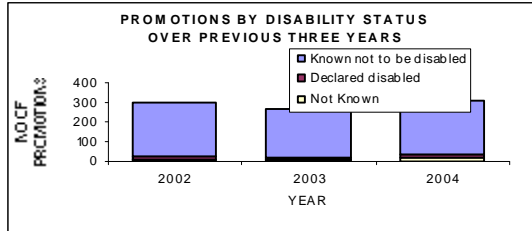
	Staff Promotions 2002				Total 2002	Staff Promotions 2003				Total 2003	Staff Promotions 2004				Total 2004
	Acad	Ac Rel	Cler	Tech		Acad	Ac Rel	Cler	Tech		Acad	Ac Rel	Cler	Tech	
Part-Time	-	4	24	3	31	3	6	18	4	31	5	10	14	3	32
Full-Time	91	61	71	46	269	109	48	53	29	239	125	69	46	33	273
<b>Total</b>	<b>91</b>	<b>65</b>	<b>95</b>	<b>49</b>	<b>300</b>	<b>112</b>	<b>54</b>	<b>71</b>	<b>33</b>	<b>270</b>	<b>130</b>	<b>79</b>	<b>60</b>	<b>36</b>	<b>305</b>



## 5.6 Promotions By Disability Status

- The proportion of those promoted who were known to be disabled was 4%, compared to 3% in the previous year (compared with 4% in the pool of disabled staff).
- The proportion of staff promoted who were known to be disabled was highest within the clerical categories (9%).
- There were no members of staff who were known to be disabled promoted in the technical category (out of 36 promotions).
- There was a 2% increase of disabled staff in academic promotions (from 1% to 3%) from the previous year.

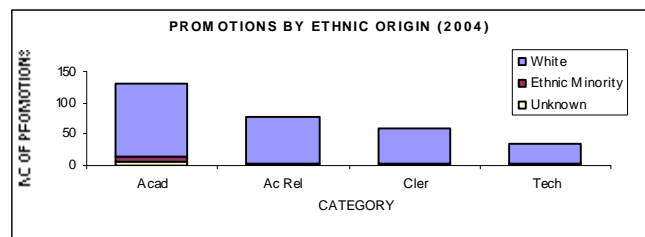
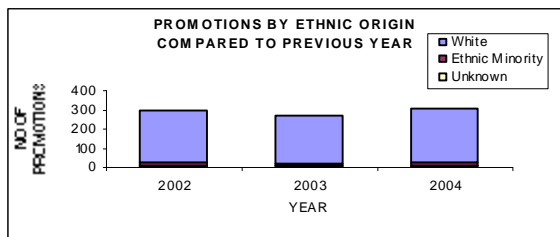
	Staff Promotions 2002					Total	Staff Promotions 2003					Total	Staff Promotions 2004					Total
	Acad	Ac Rel	Cler	Tech	2002		Acad	Ac Rel	Cler	Tech	2003		Acad	Ac Rel	Cler	Tech	2004	
Known not to be disabled	86	59	85	41	271		110	49	66	28	253		113	74	51	36	274	
Declared disabled	4	2	8	5	19		1	2	4	2	9		4	2	5	-	11	
Not Known	1	4	2	3	10		1	3	1	3	8		13	3	4	-	20	
<b>Total</b>	<b>91</b>	<b>65</b>	<b>95</b>	<b>49</b>	<b>300</b>		<b>112</b>	<b>54</b>	<b>71</b>	<b>33</b>	<b>270</b>		<b>130</b>	<b>79</b>	<b>60</b>	<b>36</b>	<b>305</b>	



## 5.7 Promotions By Ethnic Origin

- n The proportion of those promoted who were of minority ethnic origin has decreased from 5% in the previous year to 4% (compared with 8% in the pool of minority ethnic staff).
- n 67% of minority ethnic staff promoted were academic staff.
- n 6% of academic staff promoted were of minority ethnic origin (compared with 9% in the pool of academic ethnic minority staff).
- n There were no members of staff who were of minority ethnic origin promoted in the technical category (out of 32 promotions with known origin).

	Staff Promotions 2002					Total	Staff Promotions 2003					Total	Staff Promotions 2004					Total
	Acad	Ac Rel	Cler	Tech	2002		Acad	Ac Rel	Cler	Tech	2003		Acad	Ac Rel	Cler	Tech	2004	
White	78	61	90	43	272		104	48	67	31	250		116	76	57	32	281	
Ethnic Minority	8	3	3	2	16		8	4	1	1	14		8	2	2	-	12	
Unknown	5	1	2	4	12		-	2	3	1	6		6	1	1	4	12	
<b>Total</b>	<b>91</b>	<b>65</b>	<b>95</b>	<b>49</b>	<b>300</b>		<b>112</b>	<b>54</b>	<b>71</b>	<b>33</b>	<b>270</b>		<b>130</b>	<b>79</b>	<b>60</b>	<b>36</b>	<b>305</b>	



## Chapter 6 REVIEW OF STAFF DEVELOPMENT

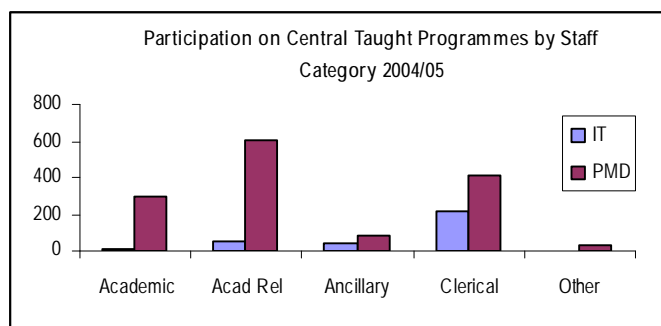
In this chapter the key staff development activities of the Staff Development, the Learning Development & Media Unit (LDMU) and Corporate Information and Computing Services (CiCS) over the past year are highlighted.

The period covered by this report saw a number of key developments within Staff Development. These include the launch of an interactive on-line induction package, work on a University Management Development Framework, a more strategic approach to departmental staff development planning, the development of provision to support the University's equality and diversity agenda and the launch of a resources delivery service.

In addition, a new University-wide Learning Management System was launched in January 2005. This facilitates the management of learning activity for both users and providers; it also enables the collation of more accurate management information on staff development provision.

Note: All provision to support learning and teaching development (e.g. the Certificate in Learning & Teaching and the Research Training Programme) is now delivered through LDMU. Statistical information relating to that provision is no longer included in Staff Development figures.

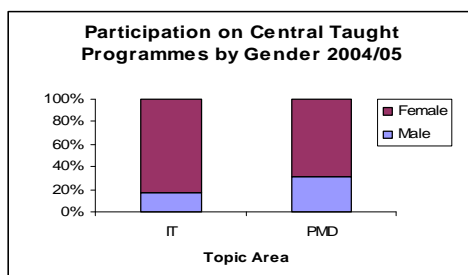
### 6.1 PARTICIPATION ON STAFF DEVELOPMENT TAUGHT PROGRAMMES BY STAFF CATEGORY



Staff Category	IT	PMD
Academic	15	295
Academic Related	55	601
Clerical/Secretarial	216	410
Manual & Ancillary	40	84
Health Related	1	14
Other Category	1	3
	1	15
<b>Total</b>	<b>329</b>	<b>1422</b>

The figures presented in the above graph represent participation by staff groups in the subject areas of Personal and Management Development and Information Technology. (The figures for the current year do not include Learning and Teaching development activities that are now provided through the Learning Development and Media Unit.)

- § Of those attending programmes in the past year, the largest proportion of staff on IT courses fell into the clerical staff category.
- § There has been an upward trend in participation on Personal and Management Development programmes, particularly by Academic Related and Technical staff.
- § Whilst the largest proportion of attendees came from the Administrative staff category, significant numbers of academic and clerical staff also participated.



The figures presented in the graph on the left represent participation by gender in the subject areas of Personal and Management Development and Information Technology.

## **6.2 PARTICIPATION ON E-LEARNING PROGRAMMES**

### **6.2.1 Participation on Personal Management and Development (PMD) E-Learning Programmes**

Since launching the Learning Management System (LMS) in February 2005 a total of 158 people have completed PMD e-learning courses, averaging 31 people per month.

The LMS allows automatic tracking and recording of PMD e-learning options and its use is being actively encouraged. This is reflected in the downward trend in numbers of staff accessing e-learning options outside the LMS, for example, through the web.

In addition, the LMS will enable the University to monitor training and development provision more effectively so ensuring that the training needs of staff may be understood and responded to.

The most popular e-learning topic areas include: Induction; Leadership and Leading teams; Managing meetings; Communication skills; Assertiveness Skills; and Writing skills.

### **6.2.2 Participation on IT e-Learning**

There has been a general increase in requests for IT e-learning since the launch of the Learning Management System (LMS) in February (the most popular area being Microsoft applications). In November 2003 we purchased 300 accounts, in November 2004 300 accounts were purchased, and by June 2005 it was already necessary to purchase a further 500 accounts.

<b>Topic areas</b>	<b>No. participants</b>	<b>Percentage</b>
European Computer Driving License (ECDL)	109	34%
Microsoft applications	120	38%
Web development applications	56	18%
Technical software/applications	35	11%
<b>TOTAL</b>	<b>320</b>	

### **6.2.3 Number of participants on ECDL programme**

The number of staff joining the European Computer Driving License (ECDL) programme has risen again this year. 277 staff are currently working through this internationally recognised qualification which enables them, via e-learning packages and tutor led sessions, to demonstrate their competence in computer skills across seven modules. 109 of these ECDL candidates are utilising the e-learning packages to help them reach the required standard.

40 members of staff have completed all modules and obtained their ECDL certificate this year. There are currently 79 registrations for the ECDL advanced qualification, which has been available to University staff since June 2005.

Since the Staff Development Unit became a test centre 5 years ago the total number of completions is 297.

## **6.3 LEARNING AND TEACHING AND RESEARCH**

The Learning Development and Media Unit (LDMU) supports the enhancement of learning and teaching provision across the University. Its activities can be broadly categorized in to three groups:

- the collaborative working with individual academics on institutionally funded learning and teaching development projects.

- the development and implementation of blended learning strategies / approaches to Learning and Teaching, centered upon the use of learning technologies and the managed learning environment (WebCT Vista).
- the provision of initial and continuing professional development (IPD and CPD) focusing on the Learning and Teaching needs of the individual, department, faculty and the University.