Management Information Meeting

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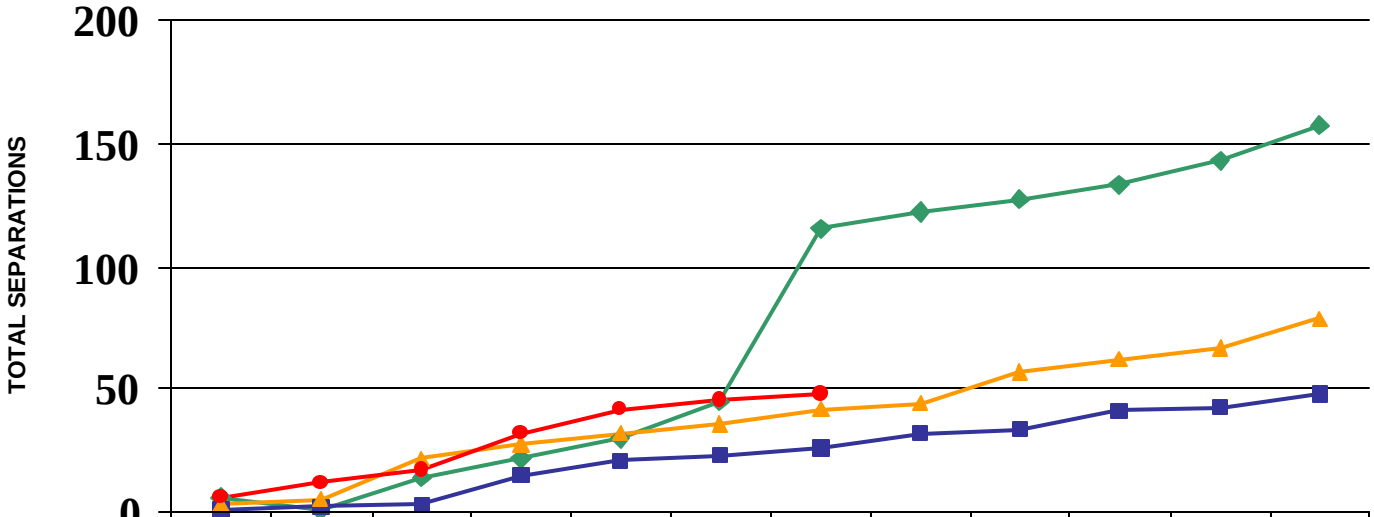
CUMULATIVE SEPARATIONS
FY98-01



	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP
FY98	6	1	14	22	30	45	115	122	127	133	143	157
FY99	1	2	3	15	21	23	26	32	34	41	43	48
FY00	3	5	22	28	32	36	42	44	57	62	67	79
FY01	6	12	17	32	42	46	48					

FY01 Projected Separations -82

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CENTER LOSS PICTURE

FY01 (AS OF 04/17/01)

	MINORITY		NONMINORITY		
REASONS:	MALE	FEMALE	MALE	FEMALE	TOTAL
RETIREMENT	1	2	17	3	23
BUYOUT RETIREMENT			5		5
TRANSFER	1		5		6
DEATH	1		2		3
RESIGNATION:					
CHANGE OF EMPLOYER	1	2		1	4
PERSONAL		3		4	7
TOTAL LOSSES	4	7	29	8	48

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FY01 RESIGNATIONS

KNOWN AS OF 04/17/01

	NONMIN.		AF. AMER.		HISPANIC		ASIAN		NAT. AMER.		
AGE	M	F	M	F	M	F	M	F	M	F	TOTAL
42+		(233) 2	(76) 1	(40) 1							4
36-41		(95) 2				(8) 1					3
30-35		(60) 2		(16) 1							3
27-29				(1) 1							1
TOTAL		6	1	3		1					11

( ) NUMBER AT BEGINNING OF FY01

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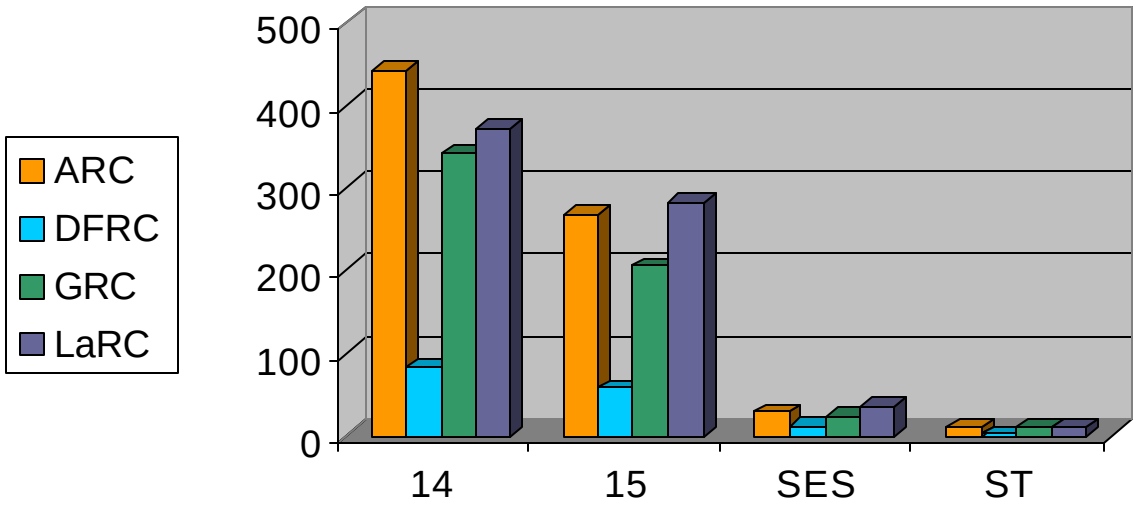
High-Grade Positions - FTP
As of 04/07/01



	All Grades	14 & Above		14		15		SES		ST		Other	
ARC	1,432	746	52%	441	31%	267	19%	28	2%	10	0.70%	0	
DFRC	592	153	26%	83	14%	57	10%	12	2%	1	0.17%	0	
GRC	1,859	579	31%	342	18%	204	11%	23	1%	10	0.54%	0	
LaRC	2,317	701	30%	371	16%	283	12%	36	2%	10	0.43%	1	(AD)

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TSP

- Upcoming Open Season
  - May 15 through July 31, 2001
- Important Changes Coming
  - Increased Contributions
  - “S” & “I” Funds
  - HR Forum May 10, 9 – 11 a.m.

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- Leave Requests Processed 2nd Quarter – 31
  (Includes 19 Leave Restoration Requests)
- Telecommuting Requests Processed - 28

Medical Services/Fitness Center

- Overall Patient Satisfaction Rating for January/February/March 4.68 (on a scale of 1 to 5)
- Blood Pressure Checks
  Jan. - 195
  Feb. - 213
  Mar. - 258
- National Health & Fitness Day "Step Out" May 16
  11 a.m. – 1 p.m. Fitness Center

OWCP – 1st Quarter CY01

- New Claims - 2
- Medical Claims Submitted - 32
- Full Days COP - 3
    - Partial Days - 1
- COP Costs - $1,158.08
- YTD COP Costs - $1,158.08

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Awards by Type
(as of 04/10/01)

Award Type	Number of Awards	Total Amount
Performance	5	$8,500
Group Achievement	265	$88,838*
Special Act	139	$76,861*
Fast Cash	11	$1,794
Time Off	229	2,520 hrs.

* Includes award amounts transferred from HQ

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FY01 DIRECTORATE BUDGETS (GAA, SAA, & PA TYPE AWARDS)
AS OF 04/10/01

Dir.	Initial Budget	Used	# of Awards	Balance
0100	34,905	2,891	3	32,014
0200	38,005	500	1	37,505
0400	26,937	2,125	2	24,812
0500	47,016	24,340	33	22,676
0600	57,698	5,226	14	52,472
2000	55,638	650	2	54,998
5000	318,816	46,062	88	272,754
6000	144,086	1,230	6	142,856
7000	526,311	77,145	179	449,166
9000	25,590	1,650	2	23,940

21% of awards went to 1% of Center's eligible population

Performance Award Deadline – 05/01/01

Deadline For All Other Awards – 08/22/01

Employee Suggestion Program

- Suggestion Awards FY01 (as of 04/09/01) - $5,176
  - Tangible Savings $20,000
  - Number of Eligible Employees – 1,962
  - Suggestions Submitted 10/01/00 – 04/09/01 – 43
    Submitted by Supervisors - 2
    Submitted by Nonsupervisors - 41
  - Percentage of Participation – 2.3%
  - Percentage of Supervisor Participation – 1.2%

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EMPLOYEE SUGGESTION PROGRAM
Due Dates for Pending Suggestions

Suggestion Number/ Date Due	**0100 – 2** 01-09 – 12/06/00 01-39 – 04/13/01	**0200 – 4** 00-43 – 03/23/01 01-02 – 03/23/01 01-04 – 03/23/01 01-22 – 03/02/01	**0400 – 1** 01-20 – 01/31/01	**0501 - 2** 01-25 – 03/09/01 01-36 – 04/13/01

Suggestion Number/ Date Due	**0600 – 8**		**7000 – 22**	
	00-22 – 03/23/00	01-21 – 03/19/01	99-31 – 07/09/99	01-16 – 12/29/00
	00-37 – 03/23/01	01-22 – 03/23/01	00-06 – 11/29/99	01-17 – 01/03/01
	01-02 – 03/23/01	01-26 – 03/13/01	00-27 – 04/29/00	01-23 – 03/02/01
	01-22 – 03/16/01	01-32 – 03/23/01	00-28 – 04/25/00	01-29 – 03/23/01
			00-51 – 03/23/01	01-33 – 03/09/03
			00-53 – 04/20/01	01-34 – 04/13/01
			01-03 – 10/31/00	01-35 – 04/13/01
			01-06 – 11/15/00	01-37 – 01/13/01
			01-08 – 11/24/00	01-41 – 04/26/01
			01-10 – 12/06/00	01-42 – 04/26/01
			01-12 – 12/06/00	01-43 – 04/26/01

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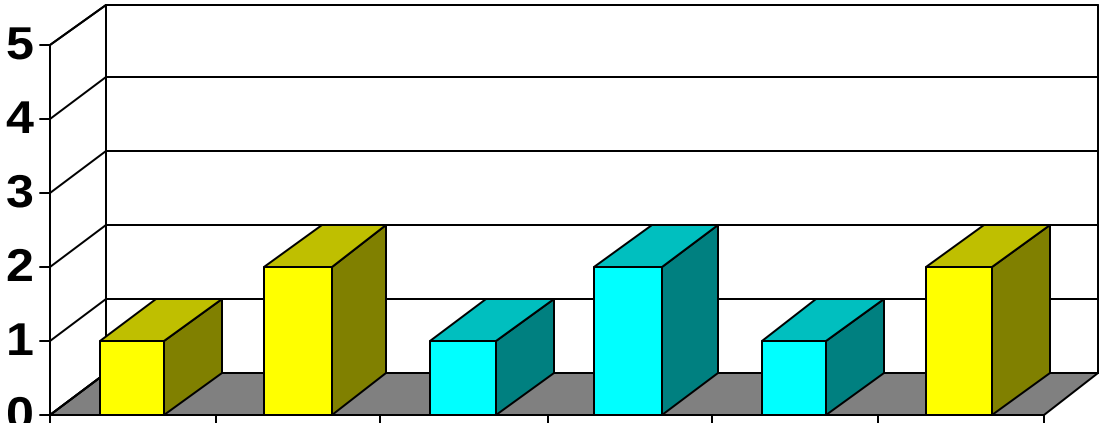
EMPLOYEE RELATIONS ACTIVITY
MINORITY/NONMINORITY
FY01 (as of 03/31/01)



	Resigned After Proposal	Alt. Disc.	Conversion to Reinstatement Career	Reprimand	Suspension	Reasonable Accomodation
Am. Ind.						
Hispanic						
Asian						
Af. Am.	1	2				2
White			1	2	1	

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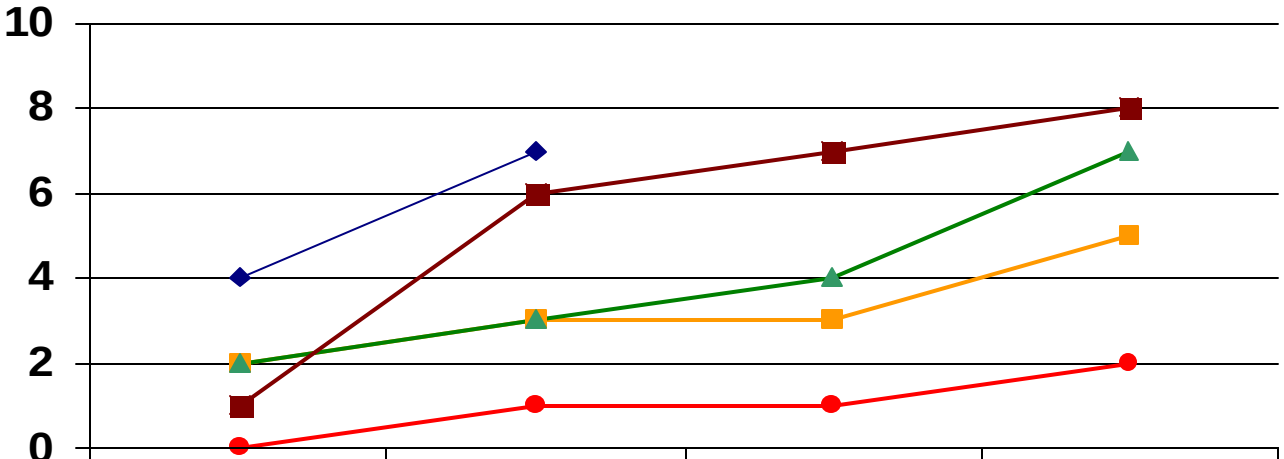
DISCIPLINARY/ADVERSE ACTIONS
FY97-01 (as of 03/31/01)



	1st	2nd	3rd	4th
FY97	2	3	3	5
FY98	2	3	4	7
FY99	0	1	1	2
FY00	1	6	7	8
FY01	4	7		

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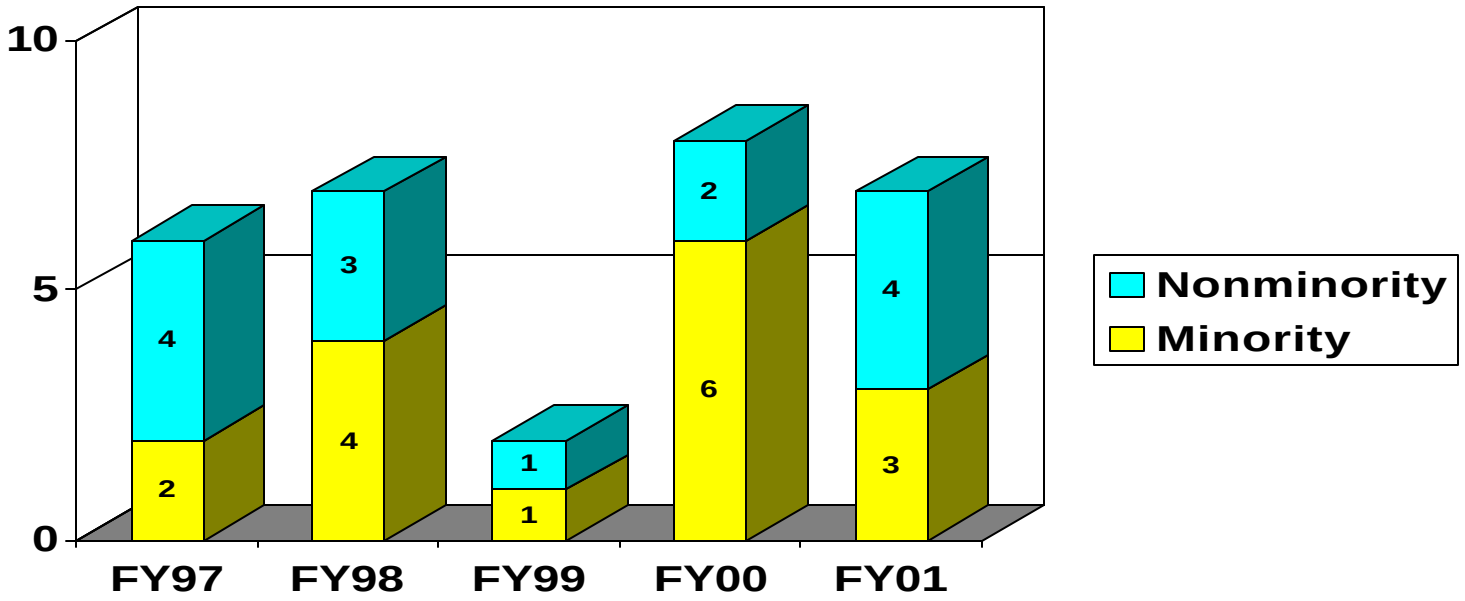
DISCIPLINARY/ADVERSE ACTIONS
MINORITY/NONMINORITY
FY97-01 (as of 03/31/01)



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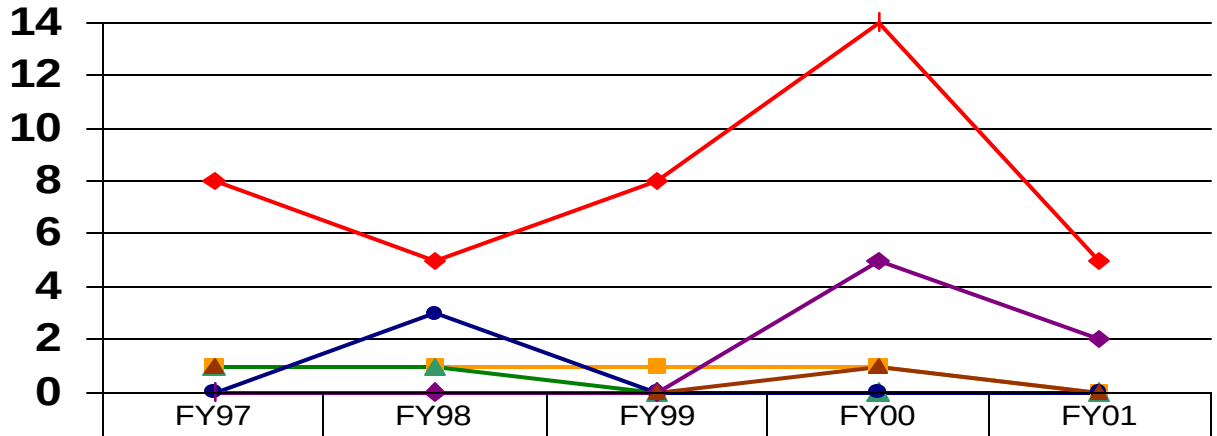
APPEAL/GRIEVANCE ACTIVITY
FY97-01 (as of 03/31/01)



	FY97	FY98	FY99	FY00	FY01
IFPTE	8	5	8	14	5
AFGE	1	1	1	1	0
ADMINISTRATIVE	1	1	0	0	0
MSPB	0	3	0	0	0
ULP'S	0	0	0	5	2
ARBITRATION REQUESTS	1	2*	0	1	0

* Later Withdrawn by Union

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EMPLOYEE RELATIONS ACTIVITY BY ORGANIZATION
FY01 (as of 03/31/01)

ORG.	TOTAL	WHITE		AFRICAN-AMERICAN		ASIAN		HISPANIC		AMERICAN INDIAN	
		Female	Male	Female	Male	Female	Male	Female	Male	Female	Male
0100											
0200	1			1							
0400	1	1									
0500											
0600											
2000	1		1								
5000											
6000											
7000	6		2	2	2						
9000											
Total	9	1 (1)	3	3 (3)	2 (2)						
%		11.1%	33.3%	33.3%	22.2%						

( ) # Individuals Receiving Action

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External Recruitment
FY01 Hiring - As Of 04/13/01

Permanent Hiring	
On-Board	9
Committed to EOD	0
Recruiting	13
OTPFT Hiring:	
On-Board	3
Committed to EOD	1
Recruiting	6
Total	32

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COMPETITIVE PLACEMENT PLAN METRIC
DATE CERTIFICATE MAILED TO SELECTION DATE
CPP METRIC FOR DATA IS 16 WORKDAYS

Ann. #	Org.	Actual Workdays	Perf.
01-03	0100	10	Green
00-57	0400	37	Red
00-49	0480	35	Red
01-17	0620	12	Green
00-55	2300	75	Red
00-76	2400	31	Red
00-84	2500	25	Red
00-78	5410	31	Red
01-04	5510	16	Green
00-81	6500	20	Yellow

Ann. #	Org.	Actual Workdays	Perf.
00-80	6510	28	Red
01-01	6920	16	Green
00-85	7000	9	Green
00-65	7170	62	Red
00-71	7400	37	Red
01-15	7530	34	Red
00-83	7555	9	Green
00-73	7750	55	Red
00-39	7760	52	Red
01-02	9200	21	Yellow

MET OR EXCEEDED METRIC WITHIN 5 DAYS OF MEETING METRIC DID NOT MEET METRIC

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FY01 PROMOTIONS
(AS OF 04/13/01)

Org.	Career Promotion	CPP	DCL	QSI	Other	Total
0100	1	2	-	-	-	3
0200	-	-	-	-	-	0
0400	4	3	-	-	-	7
0500	1	-	-	-	-	1
0600	-	2	-	-	1#	3
2000	3	4	-	1	-	8
5000	15	-	29	-	1#	45
6000	5	5	4	-	-	14
7000	27	18	-	3	132*	180
9000	-	-	-	-	-	2
Total	56	34	33	4	134	263

Promotion Permanent * WG to GS

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FY01 Directorate Office Training Budget Status as of April 1, 2001

	Directorate Suballocation Total	OD&TO Managed Total	Expert Center IT Security Managed Total	Centerwide Total
Allocated	$874,990	$3,362,860 *	$650,000	$4,887,850
Spent	$500,517	$1,537,138	$21,158	$2,058,813
% Spent	57%	46%	3.3%	42%

* Includes Academic Initiative allocation

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FY01 Staff Office Training Budget Status as of April 1, 2001

	0100	0106	0120	0140	0170	0180	0200	0400	0500	0600
Allocated	$12,000	$1,000	$2,000	$10,000	$3,100	$6,500	$14,000	$21,500	$30,500	$19,000
Spent	$16,193	$0	$615	$3,169	$270	$2,654	$5,824	$2,987	$17,662	$8,796
% Spent	135%	0%	31%	32%	9%	41%	42%	14%	58%	46%

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FY01 Directorate Office Training Budget Status as of April 1, 2001

	2000	5000	6000	7000	9000
Allocated	$56,000	$270,490	$119,000	$270,000	$39,900
Spent	$38,753	$129,817	$35,993	$123,355	$9,217
% Spent	69%	48%	30%	46%	23%

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UPCOMING CALL FOR APPLICATION TO NASA DEVELOPMENT PROGRAMS

- Code FT Program Mgr., Chris Williams, visits GRC to share revised Fellowship process
- Strategic opportunity for Glenn to develop leadership for MWP and program excellence
- Provides exceptional learning experiences for high-potential leaders at all levels
- 18 Agency Fellowships and 7 Center-sponsored Development Programs

GROWING CONCERN OVER LACK OF CANDIDATES

- FY01 - 16 applicants; 12 selected: FY00 – 8 applicants; 7 selected
- Women and Minority candidates highly sought by Agency
- More effective promotion & encouragement needed by GRC managers, mentors
- June 25, 2001 Fellowships Expo with University program representatives

PLEASE REVIEW THE CALL, THEN CONSIDER & ENCOURAGE PARTICIPATION!

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IT SECURITY TRAINING – GLENN RESEARCH CENTER*

	Metrics for 09/30/01	Completions of FY01 goals Current Status		
		CS	SSC	Total
• Basic Awareness All Employees (CS and SSC's) CD or SOLAR	90%	18.8%	14.8%	16.9%
• Managers' Module Branch Chiefs, Line Managers and those responsible for signing ITS Plans	95%	32.4%	Managers Trained 55 of 170 Managers	
• System Administrators (UNIX)	80% CS	17.5%	66.7%	31.6%
	No. Trained =	17	26	43
	Population =	97	39	136

*For the period 10/01/00 – 03/31/01

URL FOR SOLAR: https://solar.msfc.nasa.gov:443/solar/delivery/public/html/newindex.htm

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IT SECURITY TRAINING REPORT

New Training and Goals for FY01

- New Basic IT Security Training for 2001 delivered to SOLAR in February

  90% of employees to complete training by end of FY01

- Basic IT Security Training for 2001 With Managers' Supplement delivered to SOLAR in March

  95% of Managers to complete training by end of FY01

- NT Security for System Administrators in final development stage to be available April 2001

  Companion course with UNIX - 80% to complete training by end of FY01

- PKI Training module being developed for release in June 2001

Also Available on SOLAR

- Managers' Responsibilities for ITS Risk Management

  Required of all Line Managers and those responsible for Special Management Attention (SMA) Systems and Critical Mission (MSN) Systems

- UNIX Security for System Administrators

  Required for all UNIX System Administrators

  Goal is 80% of CS UNIX System Administrators by September 30, 2001

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2001 Cooperative Education Program

Authorization:	30	Positions approved by the CPB on 07/12/00
	3	Additional positions approved by the CPB
Positions filled to date:	26	
Remaining to be filled:	7	

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Projected Co-op Graduation Dates
(as of 04/17/01)

FY01

Org.	Major	Date
0610	Accounting	5/01
0610	Business Administration	5/01
2400	Mechanical Engr.	5/01
5600	Electrical Engr.	6/01
5940	Mechanical Engr.	8/01
9200	Education	5/01

Total: 6

FY02

Org.	Major	Date
5000	Office Automation	05/02
5610	Computer Engr.	05/02
5620	Electrical Engr.	06/02
5810	Aerospace Engr.	05/02
5900	Mechanical Engr.	06/02
6150	Electrical Engr.	05/02
7200	Electrical Engr. Tech.	05/02 (3)
7200	Electrical Engr. Tech.	12/01
7420	Mechanical Engr. Tech.	05/02 (3)
7550	Mechanical Engr.	05/02
7725	Mechanical Engr.	05/02
7820	Aerospace Engr.	05/02

Total: 16

FY03

Org.	Major	Date
2400	Mechanical Engr.	05/03
5420	Chemical Engr.	05/03
5490	Mechanical Engr.	05/03
5840	Mechanical Engr.	05/03
5860	Mechanical Engr.	12/02
6711	Mechanical Engr.	12/02
6920	Aerospace Engr.	05/03
7160	Computer Science	05/03
7545	Electrical. Engr.	12/02
7555	Mechanical Engr.	12/02
7555	Mechanical Engr.	05/03
7565	Mechanical Engr.	05/03

Total 12

FY04

Org.	Major	Date
5520	Electrical Engr.	12/03

Total: 1

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2001 Co-op Students Grade Point Averages

Undergraduate	Associate Degree/Wage Grade	3.20
Undergraduate	Associate Degree/Administrative	2.96
Undergraduate	Bachelors Degree/Engineering	3.58
Undergraduate	Bachelors Degree/Administrative	3.44
Graduate	Master Degree/Engineering	3.65