Indiana State Personnel Department

Executive Order 25-15 | Promoting Opportunities for More Hoosiers by Reducing Unnecessary Barriers to State Jobs

INSPD Report on EO 25-15

December 2025

Executive Summary

[On January 14, 2025, Governor Mike Braun signed Executive Order (EO) 25-15](#) to address ongoing workforce challenges and shortages by providing additional pathways for worker advancement. These efforts will strengthen the State of Indiana's ongoing commitment to building and maintaining a high-performing and future-ready public workforce.

In the spirit of reducing unnecessary barriers, the EO directs the Indiana State Personnel Department (SPD) to:

1. Identify the classifications that require applicants to possess a post-secondary or graduate degree;
2. Review and consider whether a degree is required;
3. Adjust the classification system (and job architecture) to indicate no degree is required; and
4. Provide written reports of progress on these initiatives annually, outlining:
   - Participation rates;
   - Job placement outcomes; and
   - Impact on workforce shortages.

Further, this Executive Order:

1. Encourages hiring managers to prioritize skills-based hiring practices, emphasizing relevant experience and competencies; and
2. Directs state agencies to replace degree requirements wherever feasible to broaden access to opportunities.

Postsecondary & Graduate Degree Requirements

The State's Civil Service Agencies have over 28,000 filled positions that SPD has grouped into 870 separate classifications. Positions that are sufficiently similar in their duties, authority, and responsibility and for which the same qualifications and pay may reasonably be required, are grouped in the same classification.

In response to EO 25-15, SPD engaged agencies and researched industry trends to remove degree requirements when feasible. As a result, our collaborative efforts reduced the number of classifications with degree requirements to 147 (16.9%).

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In June 2020, a federal executive order was issued to review degree requirements "and by the end of 2024, more than 70% of the federal workforce were in positions that did not have a degree requirement" (National Governors Association, 2025). Indiana's efforts have surpassed this achievement with 91.3% of State of Indiana positions not requiring a degree (29,305) in comparison to 8.7% (2,793) that do require a degree.

Classifications with:	As of 9/8/2025	
No Degree Required	723	83.1%
Degree Required	147	16.9%

The following actions were taken to reduce the number of classifications requiring degrees:

Timeline	Actions
January 2025	Completed an initial audit of degree requirements.
February – April 2025	Performed research using job postings, industry information via CompAnalyst and O*net Online, statutes, and other resources to remove degree requirements.
May – July 2025	Refined the list of classifications requiring degrees using hiring manager feedback.
August – September 2025	Engaged HR Directors and agency leaders to reconsider jobs traditionally requiring a degree.
September 2025	Completed the audit and agency engagement.

Appendix A contains a complete list of the State's classifications and notes whether a degree was previously required and if one is currently required.

To prepare for implementation, INSPD has:

- Launched cross-functional workgroups; and
- Developed clear guidance (Appendix B & C) on:
  - Designing Job Profiles (i.e., description of qualifications and duties of a classification) that reflect position-specific responsibilities and skill requirements; and
  - Maintaining up-to-date job advertisements that spotlight position-specific information.

To ensure long-term adoption, SPD will provide enhanced hiring tools and templates, including updated interview rubrics, and training to develop and retain skilled talent.

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Maintaining the State of Indiana Job Architecture

INSPD ensures Job Profiles remain current and aligned with industry changes and agency talent needs through regularly scheduled maintenance and ad hoc reviews. Each year, classifications are prioritized for scheduled maintenance to review and update job responsibilities, requirements, and competencies.

In addition to ongoing maintenance, SPD will launch a statewide initiative in 2026 to standardize language and catalog the knowledge, skills, and abilities (KSAs) required across state classifications. The following outcomes are expected:

- Identify positions with overlapping or transferable skill sets;
- Help hiring managers recognize how experience is transferable across the organization and positions;
- Empower candidates to assess alignment between their skills and a position's requirements; and
- Provide employees with a clear framework for building personalized career development paths.

To support this transition, INSPD is partnering with the National Governors' Association to explore policies, strategies, and tools for effective implementation. Further, SPD is evaluating the integration of Credentials of Value—recognized alternatives to traditional degrees that validate a candidate's qualifications. In partnership with the Department of Workforce Development, INSPD will continue implementing applicable credentials as part of its commitment to skills-based hiring.

Talent Strategy Success & Job Placement Outcomes

The following indicators identify the extent to which our talent strategies align with workforce needs, business priorities, and desired job placement outcomes:
- **Applicants per Requisition Ratio:** Indicates the volume of candidates applying for each advertised, vacant position.
    - A positive change is expected in this metric as more candidates apply.
- **Time-to-Hire (Skills-Based):** Measures how long it takes to fill a position based on skills rather than degrees.
    - A positive change is expected in the metric as fewer requirements will need to be considered and more candidates apply.

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- **Time-to-Productivity:** Tracks how quickly new hires or promoted employees reach independent, successful performance.
  - o This is a new metric for the organization that will be tracked via manager surveys.
- **Retention:** Measures how long employees stay in their position and remain employed with the State.
  - o This metric will compare trends pre- and post-implementation.
- **Vacancy Rate:** Reflects the number of posted open positions compared to the total number of positions within an agency.
  - o This metric will compare trends pre- and post-implementation.

Appendix

A. **Classifications and Degree Requirements |** A list identifying all classifications and whether a degree is now required.
B. **Job Profile Guidance |** Guidelines for creating a skills-based Job Profile.
C. **Example of an Updated Job Profile |** An example of the new guidance applied to a revised Job Profile.

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