2023 – 2024 AFFIRMATIVE ACTION PLANS
Borough of Manhattan Community College
City University of New York

Covering Minorities and Women (Executive Order 11246), Individuals with Disabilities (Section 503) and Protected Veterans (VEVRAA)

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PART ONE: INTRODUCTION AND BACKGROUND

This report is an annual update of the Affirmative Action Plan (AAP) for federal contractors. The U.S. Department of Labor's Office of Federal Contract Compliance Programs (OFCCP) oversees affirmative action requirements for federal contractors. This plan reflects requirements for implementing:

- Presidential Executive Order (EO) 11246, addressing gender and federally protected racial/ethnic groups
- The Vietnam Era Veterans' Readjustment Assistance Act of 1974 (VEVRAA), as amended, for protected veterans
- Section 503 of the Rehabilitation Act of 1973, as amended, for individuals with disabilities.

Some aspects of this plan also reflect state and local regulations, guidelines for public entities, CUNY trustees' resolutions, and CUNY policy.

The employee census date is June 1, 2023. The previous reporting year was June 1, 2022 – May 31, 2023. The program year for this plan is September 1, 2023 – August 31, 2024.

This plan is available for public review as described on the title page.

Overview of the College

Borough of Manhattan Community College (BMCC) is a comprehensive two-year public community college. BMCC is a unit of The City University of New York (CUNY) serving the diverse needs of New York City students and the New York City community. The College continues its commitment to open enrollment, to the fulfillment of its educational mission, to the New York City community, and to providing quality post-secondary education to the graduates of New York City's high schools. BMCC's academic calendar consists of a 15-week fall semester, a 7-week fall "express session," an 8-week fall "express session," a winter session, a 15-week spring semester, and two summer sessions.

The College awards three degrees: Associate in Arts (A.A.), Associate in Science (A.S.), and Associate in Applied Science (A.A.S.). BMCC is accredited by the Commission on Higher Education of the Middle States Association of Colleges and Schools. It is also an accredited member of the Middle States Commission on Higher Education and the Board of Regents of the University of the State of New York. Additionally, the College's health programs are accredited by the Accreditation Commission for Education in Nursing, the Commission on Accreditation for Health Informatics and Information Management Education, the Committee on Accreditation for Respiratory Care, the Committee on Accreditation of Education Programs for the Emergency Medical Services Profession, and the Commission on Accreditation of Allied Health Educational Programs.

Located in the heart of downtown New York City, BMCC students actively participate in the artistic communities of Tribeca and SoHo, the dynamic downtown financial district, and the center of the

New York City government at City Hall.

The main campus of the college is situated on 4.28 acres of land in a building that was designed with the Hudson River harbor in mind — shaped like a ship with its helm pointed to the sea. It spans four blocks from Chambers Street to North Moore Street.

History

BMCC was founded in 1963 and opened in 1964 as a small, primarily business-oriented community college offering programs aimed at the business community. Originally located on two floors of a commercial building in midtown Manhattan, the college focused on preparing students for business careers and on providing a liberal arts education to students who wished to transfer to four-year colleges. The college also created on-site training and management development courses for mid-level employees. BMCC has continuously modified its in-house and on-site programs.

During the next two decades, the mission of the college changed in response to the advent of open admissions at CUNY in 1970, and later in response to the emergence of new technologies and changes in business and industry. By 1974, enrollment had increased to over 6,000 day and evening students.

A new building spanning four city blocks, from Chambers Street to North Moore Street, was constructed in lower Manhattan to serve as the school's main campus. It opened in January 1983. BMCC is the largest college in the CUNY system and is the first community college in Manhattan. BMCC had **17,513 students enrolled in fall 2022 and 16,904** spring 2023[1].

Fiterman Hall was donated to the College in September 1993 as the largest single donation ever made to a community college. However, the building was severely damaged in the aftermath of the World Trade Center tragedy. After rebuilding, BMCC launched the 2012-2013 academic year with the opening of the rebuilt Miles and Shirley Fiterman Hall.

BMCC's Mission Statement

BMCC is a diverse teaching and learning community committed to advancing equity and the intellectual and personal growth of students. Working to strengthen a culture of care inside and outside the classroom, we share a passion for learning with students from around the world. We strive to increase degree completion, successful transfer, career achievement, and service and leadership within our community, New York City, and beyond.

BMCC's Vision Statement

BMCC will be nationally recognized for improving student learning and success, excellence in research and knowledge creation, and advancing socioeconomic mobility through the transformative power of education. BMCC faculty and staff are committed to strengthening our

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1 These figures indicate the average number of students for fall 2022 and spring 2023.

culture of care and take responsibility for creating the conditions under which all students can learn and all members of the BMCC community can thrive. Teaching and learning at BMCC, both inside and outside the classroom, is culturally responsive and sustaining, deeply engaging, and celebrates the rich diversity of experience and knowledge that the entire community brings to the College. Our students, faculty, staff, and alumni share great pride for BMCC, and for our role in creating a better, more equitable New York City.

BMCC's Values

Belonging: Creating an environment in which all members feel welcome, that they are valued, and that they can succeed.

Community: Celebrating the uniqueness of individuals and groups; encouraging connection and participation; taking responsibility and caring for each other.

Equity: Working as an engine of upward social mobility to reduce barriers and improve academic, career and personal success for all, particularly for individuals and groups with less advantage.

Teaching and Learning: Creating exceptional teaching and learning environments inside and outside the classroom; valuing the experience and knowledge students bring to the classroom and engaging them in the construction of knowledge.

Transformation: Promoting intellectual, socioeconomic, and personal growth of students and communities; empowering students to improve their lives and the lives of their families; advancing justice through education.

BMCC's Strategic Priorities

- Improve retention to double degree completion rates, and increase successful transfer and baccalaureate attainment;
- Improve learning through culturally responsive and sustaining pedagogy and support;
- Expand career development leading to meaningful work with family-sustaining wages;
- Achieve equity in these outcomes in a college community in which all members can thrive; and
- Strengthen BMCC's role in creating an equitably thriving NYC.

Appendix A displays an organizational chart.

Policies

As a unit of The City University of New York (CUNY), we adhere to federal, state, and city laws and regulations on non-discrimination and affirmative action, including Executive Order 11246, as amended, Titles VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Sections 503 and 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, Section 402 of the Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended, the Equal Pay Act of 1963, the Age Discrimination in Employment Act

of 1967, as amended, the Age Discrimination Act of 1975, New York State Human Rights Law and New York City Human Rights Law.

Protected groups identified in Executive Order 11246 are American Indian or Alaska Native, Asian, Black or African American, Hispanic or Latino, Native Hawaiian or Other Pacific Islander, Two or More Races, and Women. CUNY's Chancellor designated Italian Americans as a protected group in 1976 and we produced a separate plan for Italian Americans.

The President issues a reaffirmation of the college's commitment to our policies annually (**Appendix B**).

CUNY posts its policies on non-discrimination, sexual misconduct, and affirmative action on its website. **Appendix C** provides the text of the major policies.

https://www.cuny.edu/about/administration/offices/legal-affairs/policies-resources/

Responsibilities

The entire community participates in promoting diversity and inclusion. Additionally, we have assigned certain specific responsibilities.

The President
Dr. Anthony E. Munroe (hereinafter referred to as the President) oversees affirmative action and diversity programs to assure compliance with federal, state, and city laws, rules and regulations, and university policies. The President designates personnel to manage affirmative action, compliance, and diversity programs. Personnel includes the Chief Diversity Officer (CDO), 504/Americans with Disabilities Act (ADA) Coordinator, and Title IX Coordinator. The President ensures they have authority, staffing, and other resources to fulfill their assigned responsibilities. The President communicates a commitment to equal employment opportunity, including an annual reaffirmation, and issues required reports, including this affirmative action plan. **Appendix B** contains the annual reaffirmation letter issued by the President.

Chief Diversity Officer
The President has designated Odelia Levy, Esq. as Chief Diversity Officer (CDO) and Responsible Official who:

- Provides confidential consultation for, investigates, and resolves discrimination/harassment complaints
- Distributes new and revised policies and notices, integrating them into training programs, search committee orientations, websites, and other communications
- Evaluates affirmative action programs and initiatives
- Prepares and communicates affirmative action plan reports
- Consults with hiring teams and managers on recruitment and selection, overseeing recruitment plans and effective recruitment/selection strategies
- Participates in CUNY initiatives promoting diversity and inclusion.

The Chief Diversity Officer (or designee) completed the OFCCP's online certification of compliance with affirmative action program requirements prior to June 30, 2023.

College Officials

Executives, department chairpersons, managers, and supervisors are critical partners in equal employment and affirmative action programs. They help ensure compliance with regulations and policies, foster an inclusive environment, and help develop and implement affirmative action programs.

Committee on Diversity and Inclusion

BMCC has a standing committee, the BMCC Race, Equity, and Inclusion (REI) Steering Committee. REI, established in 2020, under the leadership of the President, has been designated as an advisory body to the College. The REI Steering Committee was developed in response to the uprisings and historical moments that defined 2020; the wrongful murders of George Floyd, Breonna Taylor, and Ahmaud Arbery; the struggle over acknowledging and accepting our nation's white supremacist legacy inherent in our institutions - namely academia; and the disparate impact of the COVID pandemic on communities of color.

The Race, Equity, and Inclusion (REI) Steering Committee actively works to dismantle systemic racism and structural inequality across the BMCC community of students, faculty, staff, contractors, and collaborators. The primary role of REI is to serve in an advisory capacity to the President and the leadership of the College. The changes REI seeks in regard to equity, inclusion, and justice will require our collective work. REI commits to reach out to, embrace, and amplify the voices of all members of the BMCC community. Working as the conscience of the College, REI provides recommendations for BMCC's leadership to prioritize, build upon, and institutionalize. REI seeks transformational change, for today and for the future.

The REI Steering Committee consists of six (6) subcommittees, each led by a Convener/Chair. Each subcommittee identifies strategies for recommendation and implementation that aim to cultivate a more diverse, equitable, and inclusive teaching and learning college community and directly address systematic, systemic, and structured inequities. Informed by and building on the critical work of the Equity and Inclusion Task Force, this Steering Committee has been charged with developing recommendations to strengthen institutional practices, processes, and policies and aiding the college in the implementation and monitoring of these recommendations.

Co-Chairs

- Shenique S. Davis, Assistant Professor, Criminal Justice Program
- Odelia Levy, Chief Diversity Officer/Special Advisor to the President, Office of Compliance and Diversity (OCD)
- Pedro Pérez, Director of College Discovery
- Ex-officio: Chris Shults, Dean of Institutional Effectiveness and Analytics

Subcommittee 1: Curating Resources/Synthesize and Summarize Data

Members:

- Convener: Sara Crosby, Learning Academy
- Judith Anderson, Ethnic and Race Studies
- Shenique S. Davis, Assistant Professor, Criminal Justice Program
- Christopher Lopez, Library
- Mohamed Sofaini, Modern Languages

Subcommittee 2: Strengthen Curriculum and Pedagogy

Members:

- Convener: Ashtian Holmes, Urban Male Leadership Academy
- Shawn Grant, Business Management
- Rhea Jara, Computer Information Systems
- Laurie Lomask, Modern Languages
- Patricia Mathews, Ethnic and Race Studies
- Rebecca Anne Ritchey, Learning Resource Center

Subcommittee 3: Design Opportunities/Provide a Safe Space for College-Wide Discussion

Members:

- Convener: Kanu Nagra, Library
- Angel Lopez, Public Safety
- Lesley Rennis, Health Education
- Andrew Stout, Mathematics
- Tammie Velasquez, Women's Resource Center

Subcommittee 4: Inventory and Assess BMCC Programs

Members:

- Convener: Anthony Bishop, Library
- Lashallah Burgess, CUNYStart
- Jorge Florez, Mathematics
- Jonathan Matamoros, Academic Advisement and Transfer Center

Subcommittee 5: Review Institutional Practices

Members:

- Jean Amaral, Library
- Alfonso Bravo, Internship and Experiential Learning
- Jennifer Delfino, Academic Literacy and Linguistics
- Neda Hajizadeh, Counseling Center
- Odelia Levy, Office of Compliance and Diversity

- Jen Longley, Teachers Education
- Michelle Ronda, Social Science, Human Services and Criminal Justice
- Eva Santiestenban, Admissions
- Karen Wilson Stevenson, Office of Institutional Advancement

Subcommittee 6: Male Scholars of Color

Members:

- Anthony Bishop, Library
- Katty Cherubin, Enrollment Management
- Jordan Dave Sutton, Enrollment Management
- Jennifer Delfino, Academic Advisement and Transfer Center
- Jorge Florez, Mathematics
- Daniel Gil, Mathematics
- Ashtian Holmes, Urban Male Leadership Academy
- Patricia Mathews, Ethnic and Race Studies
- Pedro Pérez, College Discovery
- Lesley Rennis, Health Education
- Karen Wilson-Stevenson, Office for Institutional Advancement

University Management
CUNY's University Office of Recruitment and Diversity (ORD), within the University Human Resources unit, establishes job groups and reports parameters, and reports summary statistics. ORD sponsors university-wide diversity programs described in this plan and maintains systems for data collection (including self-identification) and job postings.

PART TWO: DATA AND ANALYSIS

Collecting Employee Data

In early July 2023, we extracted data on full-time employees active as of June 1, 2023, from CUNY's system of record, CUNYfirst. BMCC's data includes personnel on most paid leaves, including medical leave and fellowship/ sabbatical leave. We do not include personnel on terminal leaves such as retirement leave, student workers (including Graduate Assistants), or people employed separately by CUNY's Research Foundation.

BMCC invites employees to self-identify gender, race/ethnicity, veteran status, and disability status. Employees may update selections at any time on an Employee Self-Service portal. On April 30, 2018, BMCC emailed employees to voluntarily self-identify. We also invite job applicants to self-identify on the job application portal.

Of **1,331**[2] employees, **5** employees did not identify a gender, and **3** employees selected a gender other than male or female. Anyone who did not specify a gender and/or ethnicity is included in the Workforce Analysis but is not assigned to a protected group. **494** employees did not identify a veteran status and **1,224** did not identify a disability status.

Self-Identification Categories

We use the following categories to evaluate representation by race/ethnicity for the federal affirmative action plan:

- Total Minorities (all groups other than White, reported as a single category)

- Asian (consolidates Asian, Hawaiian, and Other Pacific Islander)

- Black/African American

- Hispanic/Latino

- White (not a protected group).

We record a person identifying as both Hispanic/Latino and some other group as Hispanic/Latino, and not as Two or More Races. American Indian/Alaska Native and Two or More Races are included under Total Minorities but not separately reported.

Consistent with long-standing agreements, we ask employees to self-identify with Italian-American status and create a separate Italian-American affirmative action plan. We also invite employees to optionally provide data on their ancestries from a list of approximately sixty categories.

CUNY provides for six categories of gender identification, but we must use federally mandated categories for purposes of this plan ("male" and "female"). Currently, only persons specifically identifying as "female" are included in the federally-protected gender category.

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[2] The 1,331 figure includes the Chief Executive Officer - the College President. The College President is not included in BMCC's Affirmative Action Plan data.

The federal government is in the process of preparing new standards for self-identification expected to impact future Affirmative Action plans.

Analyzing Data

We analyze workforce data as mandated to promote a complete assessment, covering:

- Workforce Analysis (Evaluating employment within organizational units/departments)
- Job Group Analysis (Analysis of job groups and academic disciplines)
- Utilization Analysis (Comparisons with labor market availability measures)
- Transaction Analysis (Reviews of Personnel Actions, Recruitment and Hiring, and Compensation).

We rely on methods provided by the US Department of Labor's Office of Contract Compliance Programs (OFCCP), particularly the *Educational Institutions Technical Assistance Guide (2019)*.

Workforce Analysis

The Workforce Analysis is a review of employees' organizational placement (i.e., by their assigned division and department). We review the data organized by job title in order of rank or salary grade.

Due to length, the Workforce Analysis charts are not included here. The next two charts summarize the workforce composition by job group and tenure status (for faculty).

Table 1: Workforce by Job Group

Executive/Administrative/Managerial

Job Group	Ttl Empls	Female #	Female %	Minority #	Minority %
Admin 1: Executive	21	10	47.6%	12	57.1%
Admin 2: Managerial	117	79	67.5%	75	64.1%
Admin 2: Managerial Adjunct	106	63	59.4%	66	62.3%
Managerial: Facilities	5	1	20.0%	3	60.0%
Managerial: Info Tech	1	0	0.0%	1	100.0%
Managerial: Security	6	0	0.0%	5	83.3%

Professional Faculty

Job Group	Ttl Empls	Female #	Female %	Minority #	Minority %
Faculty: Professoriate	426	232	54.5%	191	44.8%
Faculty: Librarian	14	10	71.4%	7	50.0%
Faculty: Instructor	22	13	59.1%	13	59.1%
Faculty: Lecturer	99	51	51.5%	54	54.5%
Faculty: Lecturer Adjunct	638	290	45.5%	334	52.4%
Faculty: Professoriate Adjunct	293	153	52.2%	144	49.1%
Faculty: Developmental	31	18	58.1%	15	48.4%
Faculty: Continuing Education	37	25	67.6%	17	45.9%

Professional Non-Faculty

Job Group	Ttl Empls	Female #	Female %	Minority #	Minority %
Accountant: Professional	6	6	100.0%	5	83.3%
Admin 3: Professional	220	155	70.5%	185	84.1%
Disability Accommodation Specl Adjunct	4	2	50.0%	2	50.0%
Info Tech: Professional	38	15	39.5%	34	89.5%
Nurse Adjunct	1	1	100.0%	0	0.0%

Administrative Support Workers

Job Group	Ttl Empls	Female #	Female %	Minority #	Minority %
Accountant: Assistant	7	7	100.0%	6	85.7%
Administrative Assistant	9	9	100.0%	8	88.9%
Office Assistant	73	65	89.0%	65	89.0%
Office Assistant Adjunct	383	240	62.7%	325	84.9%
Mail Services Worker	1	0	0.0%	1	100.0%

Technicians

Job Group	Ttl Empls	Female #	Female %	Minority #	Minority %
Admin 4: College Lab Technician	35	12	34.3%	28	80.0%
Admin 4: College Lab Technician Adjunct	97	39	40.2%	69	71.1%
Broadcast-Media	2	1	50.0%	2	100.0%
Broadcast-Media Adjunct	3	0	0.0%	3	100.0%
Engineering Technician	1	1	100.0%	1	100.0%
Info Tech: Technician	8	5	62.5%	7	87.5%
Info Tech: Technician Adjunct	8	2	25.0%	7	87.5%
Print Media Technician	8	3	37.5%	7	87.5%

Craft Workers

Job Group	Ttl Empls	Female #	Female %	Minority #	Minority %
Skilled Trades: Supervisory	2	0	0.0%	1	50.0%
Skilled Trades: Not Supervisory	44	0	0.0%	19	43.2%
Laborers and Helpers	9	0	0.0%	8	88.9%
Basic Crafts-Buildings and Grounds	2	0	0.0%	1	50.0%

Service Workers

Job Group	Ttl Empls	Female #	Female %	Minority #	Minority %
Campus Public Safety Sergeant	9	6	66.7%	8	88.9%
Campus Peace Officer	15	3	20.0%	15	100.0%
Campus Security Assistant	32	13	40.6%	31	96.9%
Campus Security Assistant Adjunct	6	4	66.7%	6	100.0%
Custodial: Supervisory	14	5	35.7%	14	100.0%
Custodial: Assistant	53	19	35.8%	51	96.2%
Custodial: Assistant Adjunct	30	8	26.7%	30	100.0%

Table 2: Tenure Status

Status categories are: Tenure, Track Tenure, Substitute, and "Instructors or Others PSC" (not eligible for tenure). This report refers to tenure as of the 2022-2023 academic year (effective 9/1/2022)

Title	Ttl Empls	Female #	Female %	Minority #	Minority %
Faculty: Developmental					
CLIP Instructor	10	7	70.0%	2	20.0%
Instructors and others PSC	9	6	66.7%	2	22.2%
Substitute >=6 Mo Or Prior Ben	1	1	100.0%	0	0.0%
CUNY Start Instructor	16	11	68.8%	8	50.0%
Instructors and others PSC	15	10	66.7%	7	46.7%
Substitute >=6 Mo Or Prior Ben	1	1	100.0%	1	100.0%
EOC Lecturer	3	0	0.0%	3	100.0%
CCE Certificate Continuous Emp	2	0	0.0%	2	100.0%
Lecturer track CCE	1	0	0.0%	1	100.0%
EOC Lecturer Doc Sch	2	0	0.0%	2	100.0%
CCE Certificate Continuous Emp	2	0	0.0%	2	100.0%
Faculty: Instructor					
Instructor	22	13	59.1%	13	59.1%
Instructors and others PSC	5	1	20.0%	3	60.0%
Substitute >=6 Mo Or Prior Ben	17	12	70.6%	10	58.8%
Faculty: Lecturer					
Lecturer	96	50	52.1%	54	56.3%
CCE Certificate Continuous Emp	58	29	50.0%	31	53.4%
Lecturer track CCE	37	20	54.1%	22	59.5%
Substitute >=6 Mo Or Prior Ben	1	1	100.0%	1	100.0%
Lecturer Doc Sch	3	1	33.3%	0	0.0%
CCE Certificate Continuous Emp	3	1	33.3%	0	0.0%
Faculty: Librarian					
Lecturer-Librarian	1	0	0.0%	1	100.0%
Lecturer track CCE	1	0	0.0%	1	100.0%
Instructor-Librarian	1	0	0.0%	1	100.0%
Instructors and others PSC	1	0	0.0%	1	100.0%
Asst Professor-Librarian	4	2	50.0%	2	50.0%
Tenured	1	1	100.0%	0	0.0%
Track Tenure	3	1	33.3%	2	66.7%
Assc Professor-Librarian	5	5	100.0%	1	20.0%
Tenured	4	4	100.0%	0	0.0%
Track Tenure	1	1	100.0%	1	100.0%

Borough of Manhattan CC
Total Faculty: 592

Status categories are: Tenure, Track Tenure, Substitute, and "Instructors or Others PSC" (not eligible for tenure). This report refers to tenure as of the 2022-2023 academic year (effective 9/1/2022)

Title	Ttl Empls	Female #	Female %	Minority #	Minority %
Faculty: Librarian					
Professor-Librarian	3	3	100.0%	2	66.7%
Tenured	3	3	100.0%	2	66.7%
Faculty: Professoriate					
Asst Professor	116	64	55.2%	64	55.2%
Substitute >=6 Mo Or Prior Ben	11	5	45.5%	8	72.7%
Tenured	42	25	59.5%	23	54.8%
Track Tenure	63	34	54.0%	33	52.4%
Assc Professor	174	100	57.5%	74	42.5%
Tenured	149	88	59.1%	60	40.3%
Track Tenure	25	12	48.0%	14	56.0%
Professor	136	68	50.0%	53	39.0%
Substitute >=6 Mo Or Prior Ben	1	1	100.0%	0	0.0%
Tenured	135	67	49.6%	53	39.3%

Job Group Analysis

The Job Group Analysis is a review by job function, evaluating employee data according to groups of jobs with similar duties and qualifications. A major input is the federal Standard Occupational Classification (SOC) coding system. Job Groups are organized into categories based on the federal EEO-1 coding system.

CUNY also reviews faculty by academic discipline. CUNY assigns most faculty departments to disciplines as per the US Department of Education's Classification of Instructional Programs (CIP). CUNY analyzes data about College Laboratory Technicians by assigning departments to one of two categories: Scientific/Engineering/Technical or a General (non-scientific) category.

The Utilization Analysis (see next section) provides details on job groups and academic disciplines.

Utilization Analysis

We compare CUNY's workforce with an estimate of the general labor market by job group. We evaluate utilization for females, major federal ethnicity categories (Asian, Black/African American, and Hispanic/Latino and Total Minorities (adding American Indian/Alaska Native and Two or More Races)).

Labor Market Source Data
The Labor Market Availability is an estimate used to benchmark staffing of persons in protected groups by job group. It represents the proportion of each group available for employment in the labor market for jobs CUNY fills. This information is based upon an external labor market in a reasonable geographic area, and an internal labor market of personnel at CUNY eligible to be advanced into certain jobs.

- For external candidates, except for some faculty, we utilized the US Census American Community Survey (ACS), 5-year estimate, 2017-2021 (final), extracted from the University of Minnesota's Integrated Public Use Microdata Sample (iPUMS). Data is extracted based on a combination of geography, labor force participation, occupation, and educational attainment, depending on the job group.

- For internal candidates, we utilized lists of CUNY-wide appointments over the 2017-2022 time period and consulted with CUNY's Director of Civil Service Operations. Internal demographics are based on the last plan census date (June 1, 2022).

- For faculty discipline-based estimates, we utilized the US Department of Education's National Center for Education Statistics' Integrated Postsecondary Education Data System (IPEDS) completion data, 2020-2021 (final). We use the Classification of Instructional Programs (CIP) to identify disciplines.

It is not possible to determine a highly exact estimate of the labor market for a given job group. For one thing, all calculations are based on historical data. It is important to consider both the calculations and the resulting findings to be general indicators.

We calculate underutilization for groups with a minimum of five incumbents, with the caveat that analyzing groups of less than 30 employees may generate less reliable results.

The President's position reports outside of our establishment and is not included in any job group.

We report underutilization where the percent of personnel belonging to a protected group is less than 80% below the labor market estimate, and the difference is equal to at least one full-time equivalent employee. The following illustration may help explain this calculation:

Illustration: Utilization and Underutilization

| If a job group has 10 personnel and 50% of the available Labor Market is female, we expect 50% of personnel in that job group to be female. | In our example, there are 3 females in the job group (less than 4). Therefore, females are underutilized as compared with the Labor Market. | Underutilization is based on females representing 80% of the job group or more; in this case, four or more. |

Appendix D details utilization/underutilization in each category (job group and/or academic discipline). Where there is underutilization, we prioritize that job group for setting placement goals and conducting outreach when there are hiring or advancement opportunities.

Year-to-year variations in underutilization arise from a combination of changes in availability, hires, advancements, and separations. It is usually not possible to pinpoint a single, direct cause of most changes, particularly in the smaller job groups.

The following pages summarize staffing and underutilization for each job group.

Table 3: Summary of Underutilization and Goals

This is a summary of underutilization of protected groups for staff Job Group and EEO Category. We report Job Groups only in the years each has five or more incumbents.

This summary reports underutilization as follows:

2020 - 2021 Plan (as of 6/1/2020)
2021 - 2022 Plan (as of 6/1/2021)
2022 - 2023 Plan (as of 6/1/2022)
2023 - 2024 Plan (this plan, as of 6/1/2023)

In 2023, we updated Labor Market Availability estimates for the 2023 Plan Year, which could impact results. See the Narrative for details.

When underutilization does not change year-to-year, the most common reason is that there has not been an opportunity to hire or promote into that particular group.

Executive/Administrative/Managerial

		Total Staff	Female	Total Minority	Asian/Nat Haw./OPI	Black/ AfricanAm	Hispanic/ Latino
Admin 1: Executive							
	2023	21					
	2022	19					
	2021	18					
	2020	19					
Admin 2: Managerial							
	2023	117					
	2022	117					
	2021	113					
	2020	113					
Managerial: Facilities							
	2023	5					
	2022	5			1		
	2021	5			1		
	2020	5			1		
Managerial: Security							
	2023	6	1			1	
	2022	5	1			1	
	2021	6	1			1	
	2020	6	1			1	

Professional Non-Faculty

		Total Staff	Female	Total Minority	Asian/Nat Haw./OPI	Black/ AfricanAm	Hispanic/ Latino
Accountant: Professional							
	2023	6			2		
	2021	5					
	2020	5					

Underutilization Summary

Professional Non-Faculty

		Total Staff	Female	Total Minority	Asian/Nat Haw./OPI	Black/ AfricanAm	Hispanic/ Latino
Admin 3: Professional							
	2023	220					
	2022	219					
	2021	234					
	2020	244					
Info Tech: Professional							
	2023	38					
	2022	40					
	2021	32	8				
	2020	32	8				

Administrative Support Workers

		Total Staff	Female	Total Minority	Asian/Nat Haw./OPI	Black/ AfricanAm	Hispanic/ Latino
Accountant: Assistant							
	2023	7					
	2022	12					
	2021	13					
	2020	15					
Administrative Assistant							
	2023	9					1
	2022	11					1
	2021	11					1
	2020	11					1
Mail Services Worker							
	2020	5	2				
Office Assistant							
	2023	73					
	2022	80					
	2021	87					
	2020	89					

Technicians

		Total Staff	Female	Total Minority	Asian/Nat Haw./OPI	Black/ AfricanAm	Hispanic/ Latino
Admin 4: College Lab Technician	*College Lab Tech: Other*						
	2023	15	9		1		
	2022	15			3		
	2021	17			4		
	2020	17			4		
Admin 4: College Lab Technician	*College Lab Tech: Science, Tech, Eng.*						
	2023	20					

Underutilization Summary

Technicians

		Total Staff	Female	Total Minority	Asian/Nat Haw./OPI	Black/ AfricanAm	Hispanic/ Latino

Admin 4: College Lab Technician

College Lab Tech: Science, Tech, Eng.

	Total Staff	Female	Total Minority	Asian/Nat Haw./OPI	Black/ AfricanAm	Hispanic/ Latino
2022	19					
2021	18					
2020	18					

Info Tech: Technician

	Total Staff	Female	Total Minority	Asian/Nat Haw./OPI	Black/ AfricanAm	Hispanic/ Latino
2023	8			1		

Print Media Technician

	Total Staff	Female	Total Minority	Asian/Nat Haw./OPI	Black/ AfricanAm	Hispanic/ Latino
2023	8					
2022	8					
2021	8					
2020	8					

Craft Workers

	Total Staff	Female	Total Minority	Asian/Nat Haw./OPI	Black/ AfricanAm	Hispanic/ Latino

Laborers and Helpers

	Total Staff	Female	Total Minority	Asian/Nat Haw./OPI	Black/ AfricanAm	Hispanic/ Latino
2023	9	2		1		2
2022	9	2		1		2
2021	10	2				2
2020	10	2				2

Skilled Trades: Not Supervisory

	Total Staff	Female	Total Minority	Asian/Nat Haw./OPI	Black/ AfricanAm	Hispanic/ Latino
2023	44	1				
2022	45	1				
2021	47	1				
2020	47	1				

Service Workers

	Total Staff	Female	Total Minority	Asian/Nat Haw./OPI	Black/ AfricanAm	Hispanic/ Latino

Campus Peace Officer

	Total Staff	Female	Total Minority	Asian/Nat Haw./OPI	Black/ AfricanAm	Hispanic/ Latino
2023	15	2				
2022	23					
2021	30					
2020	34					

Campus Public Safety Sergeant

	Total Staff	Female	Total Minority	Asian/Nat Haw./OPI	Black/ AfricanAm	Hispanic/ Latino
2023	9					2
2022	10					1
2021	10					1
2020	10					

Campus Security Assistant

	Total Staff	Female	Total Minority	Asian/Nat Haw./OPI	Black/ AfricanAm	Hispanic/ Latino
2023	32					3
2022	37					2

Underutilization Summary

Service Workers

		Total Staff	Female	Total Minority	Asian/Nat Haw./OPI	Black/ AfricanAm	Hispanic/ Latino

Campus Security Assistant

		Total Staff	Female	Total Minority	Asian/Nat Haw./OPI	Black/ AfricanAm	Hispanic/ Latino
2021	33						3
2020	34						3

Custodial: Assistant

		Total Staff	Female	Total Minority	Asian/Nat Haw./OPI	Black/ AfricanAm	Hispanic/ Latino
2023	53				2		
2022	57				2		
2021	54				2		
2020	55				2		

Custodial: Supervisory

		Total Staff	Female	Total Minority	Asian/Nat Haw./OPI	Black/ AfricanAm	Hispanic/ Latino
2023	14				1		3
2022	16				1		2
2021	16				1		
2020	16				1		

This is a summary of underutilization of protected groups by Job Group and Discipline in faculty ranks. We report combinations of Job Group and Discipline only in the years each has five or more incumbents.

This summary reports underutilization as follows:

   2020 - 2021 Plan (as of 6/1/2020)
   2021 - 2022 Plan (as of 6/1/2021)
   2022 - 2023 Plan (as of 6/1/2022)
   2023 - 2024 Plan (this plan, as of 6/1/2023)

In 2023, we updated Labor Market Availability estimates for the 2023 Plan Year, which could impact results. See the Narrative for details.

When underutilization does not change year-to-year, the most common reason is that there has not been an opportunity to hire or promote into that particular group.

CUNY has started calculating adjunct underutilization on a preliminary basis, and there is not yet any history to report.

Faculty: Professoriate

		Total Staff	Female	Total Minority	Asian/Nat Haw./OPI	Black/ African Am.	Hispanic/ Latino
Area, Ethnic, Cultural, Gender, and Group Studies							
	2023	10					
	2022	10					
	2021	9					
Biological and Biomedical Sciences AND Physical Sciences							
	2023	56				1	
	2022	57				1	
	2021	59				1	
	2020	60				2	
Business, Management, Marketing and Support							
	2023	30	3				
	2022	30					
	2021	34					
	2020	37					
Communications, Journalism, and Related							
	2023	13	3		1		
	2022	14	3		1		
	2021	15	3		1		
	2020	15	3		1		
Communications, Journalism, AND Visual/Perf Arts							
	2023	22			1		
	2022	22			1		
	2021	22					
	2020	24					
Computer and Information Sciences and Support							
	2023	16					

Underutilization Summary

Faculty: Professoriate

		Total Staff	Female	Total Minority	Asian/Nat Haw./OPI	Black/ African Am.	Hispanic/ Latino
Computer and Information Sciences and Support	2022	16					
	2021	17				1	
	2020	17				1	
Education	2023	10				1	
	2022	10				1	
	2021	12					
	2020	11					
Education - Developmental	2023	32					2
	2022	32	6			3	2
	2021	35	6			2	2
	2020	37	7			2	2
English Language and Literature/Letters	2023	50					
	2022	52					
	2021	52					
	2020	55					
Family and Consumer/Human Sciences	2023	10					
	2022	10			1		
	2021	9			1		
	2020	9			1		
Foreign Languages, Literatures, and Linguistics	2023	25					
	2022	25					
	2021	25					
	2020	27					
Health Professions and Related Programs	2023	25					2
	2022	28					1
	2021	29					1
	2020	27			2		
Mathematics and Statistics	2023	42					
	2022	42					
	2021	43					

Underutilization Summary

Faculty: Professoriate

	Total Staff	Female	Total Minority	Asian/Nat Haw./OPI	Black/ African Am.	Hispanic/ Latino

Mathematics and Statistics

	Total Staff	Female	Total Minority	Asian/Nat Haw./OPI	Black/ African Am.	Hispanic/ Latino
2020	45					

Social Sciences

	Total Staff	Female	Total Minority	Asian/Nat Haw./OPI	Black/ African Am.	Hispanic/ Latino
2023	65					
2022	69					
2021	70					
2020	78					

Visual and Performing Arts

	Total Staff	Female	Total Minority	Asian/Nat Haw./OPI	Black/ African Am.	Hispanic/ Latino
2023	20				1	
2022	21				1	
2021	22				1	
2020	22				1	

Faculty: Librarian

	Total Staff	Female	Total Minority	Asian/Nat Haw./OPI	Black/ African Am.	Hispanic/ Latino

Library (Librarians/Non-Teaching)

	Total Staff	Female	Total Minority	Asian/Nat Haw./OPI	Black/ African Am.	Hispanic/ Latino
2023	14					
2022	12					
2021	12					
2020	13					

Faculty: Lecturer

	Total Staff	Female	Total Minority	Asian/Nat Haw./OPI	Black/ African Am.	Hispanic/ Latino

Business, Management, Marketing and Support

	Total Staff	Female	Total Minority	Asian/Nat Haw./OPI	Black/ African Am.	Hispanic/ Latino
2023	8					
2022	6			1		
2021	6			1		
2020	6			1		

Communications, Journalism, AND Visual/Perf Arts

	Total Staff	Female	Total Minority	Asian/Nat Haw./OPI	Black/ African Am.	Hispanic/ Latino
2023	15	3		1		2
2022	10	2		1		1
2021	10	2		1		1
2020	11	2		1		2

Education - Developmental

	Total Staff	Female	Total Minority	Asian/Nat Haw./OPI	Black/ African Am.	Hispanic/ Latino
2023	11	2	1	1	1	
2022	11		1	1		
2021	11		1	1		
2020	12	2	2	1		

Underutilization Summary

Faculty: Lecturer

	Total Staff	Female	Total Minority	Asian/Nat Haw./OPI	Black/ African Am.	Hispanic/ Latino
English Language and Literature/Letters						
2023	16					2
2022	12					1
2021	12					1
2020	13					1
Mathematics and Statistics						
2023	21					
2022	18	3				1
2021	19	3				1
2020	19	3				1
Social Sciences						
2023	9	1			1	
2020	5	2		1		

Faculty: Instructor

	Total Staff	Female	Total Minority	Asian/Nat Haw./OPI	Black/ African Am.	Hispanic/ Latino
Communications, Journalism, AND Visual/Perf Arts						
2023	6					1
2022	5					
Mathematics and Statistics						
2021	5					
2020	6					

Faculty: Developmental

	Total Staff	Female	Total Minority	Asian/Nat Haw./OPI	Black/ African Am.	Hispanic/ Latino
Education - Developmental						
2023	31			1		
2022	32			1		
2021	34			2		
2020	37			2		

Utilization, Underutilization, and Placement Goals

Faculty

In this segment of the Plan, we identify faculty job groups: (1) with underutilization that was reduced or eliminated, (2) job groups without underutilization, (3) job groups with unchanged underutilization, and (4) job groups with new or increased underutilization.

Job Groups with Reduced Underutilization: Here, we identify job groups that made positive progress, in that underutilization of various underrepresented groups either was eliminated or decreased. In the Education - Developmental discipline, the underutilization of females in the Professoriate job group was **eliminated** from six to zero. In the Education - Developmental discipline, in the Professoriate job group, the underutilization of Black faculty members was **eliminated** from three to zero. These changes were due, in part, to the hiring of two faculty members during the Plan year, including one Black faculty member and one Hispanic faculty member. In the Family and Consumer/Human Sciences discipline, in the Professoriate job group, the underutilization of Asian faculty members was **eliminated** from one to zero. In the Mathematics and Statistics discipline, in the Lecturer job group, the underutilization of female faculty members was **eliminated** from three to zero. In the same discipline, Mathematics and Statistics, in the Lecturer job group, the underutilization of Hispanic faculty members was **eliminated** from one to zero. These changes were due, in part, to the hiring of five faculty members during the Plan year, including three female faculty members, three Asian faculty members, one Black faculty member, and one Hispanic faculty member. In the Business, Management, Marketing, and Support discipline, in the Lecturer job group, the underutilization of Asian faculty members was **eliminated** from one to zero, due, in part, to the hiring of four faculty members during the Plan year. The four hired faculty members included three female faculty members and one Asian faculty member. For this year's Plan, a utilization report was generated for the Lecturer job group in the Social Sciences discipline because the job group increased to nine Lecturers.[3] Prior to this Plan year, the last utilization report for the Lecturer job group in the Social Sciences discipline was issued in 2020, when there were five Lecturers. Compared to the 2020 utilization report, the underutilization of female faculty members and underutilization of Asian faculty members in the Social Sciences discipline, Lecturer job group, were **eliminated**. This change was due, in part, to the hiring of eight faculty members during the past three years, including four female faculty members, two Hispanic faculty members, and two Asian faculty members.

Job Groups without Underutilization: As in the 2022-2023 plan year, there was no underutilization of female or minority employees in the Professoriate job group in the following faculty disciplines: Area, Ethnic, Cultural, Gender, and Group Studies; Computer and Information Sciences and Support; English Language and Literature/Letters; Foreign Languages, Literatures, and Linguistics; Mathematics and Statistics; Social Sciences; and Library (Librarians/Non-Teaching).

Job Groups with Unchanged Underutilization: In the Biological and Biomedical Sciences AND

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[3] Appendix D-3 provides a utilization analysis for combination of faculty job group and academic discipline with five or more employees.

Physical Sciences discipline, the underutilization of Black faculty members in the Professoriate job group remained the same (at one), due to a lack of hiring opportunities. In the Communications, Journalism, and Related discipline, the underutilization of female faculty members and Asian faculty members remained the same in the Professoriate job group (at three and one, respectively), due to a lack of hiring opportunities. In the Communications, Journalism, AND Visual/Perf Arts discipline, the underutilization of Asian faculty members remained the same in the Professoriate job group (at one), due to a lack of hiring opportunities. In the Education discipline, the underutilization of Black faculty members in the Professoriate job group remained the same (at one), due to a lack of hiring opportunities. In the Education - Developmental discipline, the underutilization of Hispanic faculty members in the Professoriate job group remained the same (at two.) Hiring opportunities in the Education - Developmental discipline led to a reduction in the underutilization of female and Black faculty members but did not change the underutilization of Hispanic faculty members. The Education – Developmental discipline hired two faculty members during the Plan year, including one Black faculty member and one Hispanic faculty member. In the Visual and Performing Arts discipline, the underutilization of Black faculty members in the Professoriate job group remained the same (at 1), due to a lack of hiring opportunities. In the Education - Developmental discipline, the underutilization of Asian faculty members in the Lecturer job group remained the same (at 1), due to a lack of hiring opportunities. In the Education - Developmental discipline, the underutilization of Asian faculty members in the Instructor job group remained the same (at 1), due to a lack of hiring opportunities. In The Communication, Journalism, AND Visual/Performing Arts discipline, the underutilization of Asian faculty members in the Lecturer job group remained the same (at 1). The Communication, Journalism, AND Visual/Performing Arts discipline hired new faculty members, but these hires did not change the underutilization of Asian faculty members. The newly hired faculty members included three female faculty members and two Black faculty members.

Job Groups with New or Increased Underutilization: Underutilization of female faculty members (underutilization of three) **developed** in Business, Management, Marketing, and Support discipline, in the Professoriate job group. There were no personnel changes in this discipline during the plan year. Rather, the application of updated labor market source data[4] appears to have impacted the

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[4] In last year's plan, for internal candidates, we utilized lists of CUNY-wide appointments over the 2017-2018 and 2018-2019 periods for weighting and lists of feeder jobs, using the demographics of the candidate groups as of the June 1, 2018 employee census. In this year's plan, for internal candidates, we utilized lists of CUNY-wide appointments over the 2017-2022 time period and consulted with CUNY's Director of Civil Service Operations. Internal demographics are based on the last plan census date (June 1, 2022).

In last year's plan, for external candidates, we utilized the US Census American Community Survey (ACS), 5-year estimate, 2013-2017 (final), extracted from the University of Minnesota's Integrated Public User Microdata Sample (iPUMS). In this year's plan, for external candidates except for some faculty, we utilized the US Census American Community Survey (ACS), 5-year estimate, 2017-2021 (final), extracted from the University of Minnesota's Integrated Public User Microdata Sample (iPUMS). Data is extracted based on a combination of geography, labor force participation, occupation, and educational attainment, depending on the job group.

In last year's plan, for faculty discipline-based estimates, we utilized the US Department of Education's National Center for Education Statistics Integrated Postsecondary Education Data System (IPEDS) completion data,

utilization calculation. Underutilization of Hispanic faculty members **increased** (from one to two) in the Health Professions and Related Programs discipline, in the Professoriate job group. Five faculty members terminating their employment during the plan year contributed to the development of underutilization. The five faculty members who terminated their employment, included three female faculty members, three Black faculty members, and one Hispanic faculty member.

In the Communication, Journalism, AND Visual/Performing Arts discipline, in the Lecturer job group, we have **increased** underutilization of females (from two to three) and Hispanic (from one to two) faculty members, due to the hiring of five faculty members. The newly hired faculty members included three female faculty members and two Black faculty members.

In the Education - Developmental discipline, in the Lecturer job group, we newly **developed** the underutilization of female (at two) and Black (at one) faculty members. This development may be due, in part, to the termination of employment of six faculty members, including five female faculty members and five Black faculty members.

In the English Language and Literature/Letters discipline, in the Lecturer job group, the underutilization of Hispanic faculty members **increased** (from one to two), due to the hiring of four faculty members. The newly hired faculty members included three female faculty members, one Black faculty member, and one Asian faculty member.

In the Social Sciences discipline, in the Lecturer job group, the underutilization of Black faculty members **increased** (at one). Prior to this plan year, the last utilization report for the Lecturer job group in the Social Sciences discipline was issued in 2020, when there were five Lecturers. Compared to the 2020 utilization report, the underutilization of female faculty members and underutilization of Asian faculty members was eliminated, in the Lecturer job group in the Social Sciences discipline. This change was due, in part, to the hiring of eight faculty members during the past three years, including four female faculty members, two Hispanic faculty members, and two Asian faculty members.

In the Communications, Journalism, AND Visual/Performing Arts discipline, in the Instructor job group, underutilization of Hispanic faculty members (underutilization of one) **developed**. This change was due, in part, to the hiring of two faculty members during the plan year - one Black female faculty member and one Asian female faculty member.

The College will continue to make good-faith efforts to improve these new and continuing areas of underutilization in the following plan year.

2015-2016 (final). In this year's plan, for faculty discipline-based estimates, we utilized the US Department of Education's National Center for Education Statistics' Integrated Postsecondary Education Data System (IPEDS) completion data, 2020-2021 (final).

Executive/Administrative/Managerial

In this segment of the Plan, we identify Executive/Administrative/Managerial job groups: (1) with underutilization that was reduced or eliminated, (2) job groups without underutilization, (3) job groups with unchanged underutilization, and (4) job groups with new or increased underutilization.

Job Groups with Reduced Underutilization: In the Managerial (Facilities) job group underutilization of Asian employees was eliminated from one to zero.

Job Groups without Underutilization: In the Administration 1 (Executive) and Administration 2 (Managerial) job groups, the underutilization of female and minority employees remained at zero.

Job Groups with Unchanged Underutilization: The Managerial (Security) job group continued to have an underutilization of female and Black employees. This job group increased its staff from five to six employees. However, this did not affect the underutilization figures. The newly hired employee in this job group was a Hispanic male. The College will continue to make good-faith efforts to improve these areas of underutilization in the following plan year.

Professional Non-Faculty

In this segment of the Plan, we identify Professional Non-Faculty job groups: (1) with underutilization that was reduced or eliminated, (2) job groups without underutilization, (3) job groups with unchanged underutilization, and (4) job groups with new or increased underutilization.

Job Groups without Underutilization: In the Administration 3: Professional job group, the underutilization of female and minority employees remained at zero. In the Information Technology: Professional job group, the underutilization of female and minority employees remained at zero.

Job Groups with New Underutilization: In the Accountant: Professional job group, the underutilization of Asian employees increased from zero to two. The hiring of four new employees, including three female employees, two Hispanic employees, and one Black employee, as well as the utilization of updated labor market source data (as referenced in footnote 3) may be factors that led to the development of underutilization. The College will continue to make good-faith efforts to improve these areas of underutilization in the following plan year.

Administrative Support Workers

In this segment of the Plan, we identify Administrative Support Workers job groups: (1) with underutilization that was reduced or eliminated, (2) job groups without underutilization, (3) job groups with unchanged underutilization, and (4) job groups with new or increased underutilization.

Job Groups without Underutilization: As in the 2022-2023 plan year, there was no underutilization of female or minority employees in the Accountant (Assistant) and Office Assistant job groups.

Job Groups with Unchanged Underutilization: In the Administrative Assistant job group, the underutilization of Hispanic employees remained the same, due to a lack of hiring opportunities and no civil service examination offered.

Technician

In this segment of the Plan, we identify Technician job groups: (1) with underutilization that was reduced or eliminated, (2) job groups without underutilization, (3) job groups with unchanged underutilization, and (4) job groups with new or increased underutilization.

Job Groups with Reduced Underutilization: In Admin 4: College Lab Technician: Other job group, the underutilization of Asian employees decreased from three to one. There were no personnel changes in this job group during the Plan year. Rather, the application of updated labor market source data appears to have affected the utilization calculation.

Job Groups without Underutilization: In Admin 4: College Lab Technician: Science, Technology, Engineering job group, there was no underutilization of female or minority employees. For the 2023-2024 plan year, a new job group was created called Info-Tech: Technician, with underutilization of one Asian employee. As in the 2022-2023 plan year, there was no underutilization of female or minority employees in the Print Media Technician job group.

Job Groups with New or Increased Underutilization: In Admin 4: College Lab Technician: Other job group, the underutilization of female employees increased from zero to nine. There were no personnel changes in this job group during the Plan year. Rather, the application of updated labor market source data appears to have affected the utilization calculation. The College will continue to make good-faith efforts to improve these areas of underutilization in the following plan year.

Craft Workers

In this segment of the Plan, we identify Craft Workers job groups: (1) with underutilization that was reduced or eliminated, (2) job groups without underutilization, (3) job groups with unchanged underutilization, and (4) job groups with new or increased underutilization.

Job Groups with Unchanged Underutilization: Underutilization of female employees (underutilization of two), Asian employees (underutilization of one), and Hispanic employees (underutilization of two) remained the same in the Laborers and Helpers job group, due to a lack of hiring opportunities.

In the Skilled Trades (Not Supervisory) job group, the underutilization of female employees (underutilization of one) remained the same, due to a lack of hiring opportunities.

The College will continue to make good faith efforts to improve these areas of underutilization in the following plan year.

Service Workers

In this segment of the Plan, we identify Service Workers job groups: (1) with underutilization that was reduced or eliminated, (2) job groups without underutilization, (3) job groups with unchanged underutilization, and (4) job groups with new or increased underutilization.

Job Groups with Unchanged Underutilization: In the Custodial (Assistant) job group, the underutilization of Asian employees remained the same, due to a lack of hiring opportunities. In the Custodial (Supervisory) job group, the underutilization of Asian employees remained the same, due to a lack of hiring opportunities.

Job Groups with New or Increased Underutilization: In the Campus Peace Officer job group, new underutilization of female employees developed from zero to two employees, due to a decrease of staff by eight employees. The eight employees whose employment was terminated included three female employees and five black employees. The application of updated labor market source data (as referenced in footnote 3) may also be a factor that led to the development of underutilization.

In the Campus Public Safety Sergeant job group, the underutilization of Hispanic employees increased from one to two employees, due to the decrease of staff by one Hispanic employee. The utilization of updated labor market source data (as referenced in footnote 3) may also be a factor that led to the development of underutilization.

In the Campus Security Assistant job group, the underutilization of Hispanic employees increased from two to three employees, due to the decrease of staff by five employees. The five employees whose employment was terminated included two female employees, one Asian employee, two Black employees, and one Hispanic employee. The application of updated labor market source data (as referenced in footnote 3) may also be a factor that led to the development of underutilization.

In the Custodial (Supervisory) job group, underutilization of Hispanic employees increased from two to three employees, due to a decrease of staff by two employees, including one female employee, one Black employee, and one Hispanic employee. The application of updated labor market source data (as referenced in footnote 3) may also be a factor that led to the development of underutilization.

The College will continue to make good-faith efforts to improve these areas of underutilization in the following plan year.

Transaction-Based Analyses

Personnel Activity
We review personnel actions for adverse impact. This means that we compare rates of hiring, promotion, and termination of employees by gender and ethnicity and note material differences. We review activity for all job groups and report the results here for groups with a material number of actions and/or applicants. **Appendix E** summarizes job actions, including tenure, by Gender and

Ethnicity.

Given system limitations, we produce an estimate of net changes by job group. We compare employee title changes between two reference dates (June 1, 2022, and June 1, 2023). This method produces a reasonable estimate but may leave out some actions, such as an employee changing job groups more than once over the year. We note hires, moves to a higher or lower job group, moves within a job group, and separations. Employees who change job groups and/or transfer between CUNY units are reported as separated from the first job and appointed to the second job. Federal guidelines state adverse selection may occur when any one group (protected or not) has a rate of hiring, advancement, or separation less than 80% of the rate of the most-selected group.

Tenure is a permanent status granted to professorial faculty and College Laboratory Technicians. Lecturers are eligible for a similar status, Certificate of Continuous Employment (CCE). Lecturers and College Laboratory Technicians are eligible after meeting service requirements. For professorial faculty, there are extensive reviews resulting in tenure recommendations to the President.

Table 4: Overall Tenure Summary

Faculty Group	Total Tenure Awards	Tenure Awards to Females	Tenure Awards to Protected Ethnicities	Tenure Awards Denied
Professors	138	70	55	0
Associate Professors	153	92	60	0
Assistant Professors	43	26	23	0
Lecturers	65	30	35	0

During the Plan Year, 28 employees gained tenure. Out of the 28 employees who gained tenure, 16 employees were minorities, and 14 employees were female.

Recruiting Activity
CUNY is committed to equitable practices to recruit a diverse and highly qualified workforce. The Chief Diversity Officer reviews applicant data and recruiting outcomes to determine if there is a need to adjust recruiting and outreach plans.

Prior to posting a job vacancy, the Chief Diversity Officer reviews the physical and mental qualifications and the posting language in general. They also review recruiting plans for intended outreach. CUNY posts open positions on the Careers page, https://cuny.jobs, and open Civil Service examinations on the CUNY Civil Service web page, https://www.cuny.edu/about/administration/offices/hr/classified-civil-service/notice-of-exams-noe/.

We invite candidates to voluntarily self-identify gender, race/ethnicity, disability status, and veteran status.

We conduct most faculty and administrative hiring by appointing a diverse Search Committee for

initial screening. The Chief Diversity Officer and their designees provide an orientation, or "charge", to committee members on effective selection practices, including practices aimed at reducing the potential for bias. The Chief Diversity Officer and their designees review applicant pools for sufficient representation, certifies pools prior to committee review, and reviews selections again as searches near completion. Committees refer finalist candidates to the hiring manager(s) for a final selection.

Appendix F summarizes recruiting and selection by job group for searches concluded with a job offer between June 1, 2022, and May 31, 2023.

As per federal guidelines, an "applicant" is someone who applies to a specific opening, has the minimum qualifications, is considered, and does not withdraw. We analyze applicant pools and selection rates for interviews, offers, and hires.

We report all searches resulting in an offer during the previous plan year. For some searches, there is a time gap between offer and start dates. To avoid a lag in reporting, we include searches based on the date of the accepted job offer, even if the employee has not started work by June 1. This explains the differences between the total hires in personal activity reports and completed searches in recruitment reports.

During the Plan year, the college made **one** exception to the search process, known as a search waiver. The waiver process involves a review by the Chief Diversity Officer and a second review at CUNY's System Office. A waiver may be granted in situations where it is highly unlikely we could fill the position competitively (such as unique qualification requirements). We also grant waivers for positions representing a transfer of funding sources.

Of one total waiver, zero were awarded to females, and one was awarded to members of protected ethnicities. One waiver represented initial hires. No waivers represented advancements of current personnel. No waivers represented transfers of funding and other reasons.

Table 5: Search Waivers/Exceptions

Employee Group	Total Waivers	Waivers to Females	Waivers to Protected Ethnicities
Executives (Admin 1 Job Group)	1	0	1
Higher Education Officer Series (Admin 2 and Admin 3 Job Groups)	0	0	0
Faculty (Professorial and Lecturer Group Groups)	0	0	0
Other (Describe)	0	0	0

Civil Service Hiring

We participated in **13** university-wide hiring pools for Classified Civil Service vacancies. Applicants who are pre-qualified based on an examination score indicate their interest in working at one or more units, and each establishment interviews and hires according to Civil Service regulations. We

report applicants expressing an interest in our unit at the hiring pools. CUNY's Office of Human Resources Management administers and validates Civil Service examinations and maintains records of applicants and exam scores.

Hiring Pool	Date	Number of Hires
Campus Security Assistant	August 16, 2022 May 25, 2023	1 (Male/Black) 1 (Female/Black)
BDRA	September 14, 2022	0
CUNY Office Assistant	September 28, 2022 September 29, 2022 May 22, 2023	4 (Female/Two or more races; Male/Asian; Female/White; Female/Asian) 1 (Male/Black)
IT Support Assistant	November 2, 2022	16 (4 Female/Hispanic; 3 Male/Hispanic; 3 Male/Black; 1 Female/Asian; 2 Male/Asian)
Custodial Supervisor	January 4, 2023	10 (5 Male/Black; 1 Female/Hispanic; 1 Male/Hispanic; 3 Female/Black)

Stationary Engineer	April 21, 2023	1 (Male/Black)
Electrician	May 17, 2023	1 (Male/Asian)
Carpenter	May 11,2023	5 (2 Male/Black)
Graphic Designer	February 17, 2023	2 (1 Male/Asian; Female/Asian)
Stock Worker	April 3, 2023	1 Male/Black

Compensation

We develop pay schedules according to bargaining unit contracts, Civil Service regulations, New York City Section 220 Prevailing Wage determinations, and university policies. Plans include the Executive Compensation Plan (ECP), Faculty and Non-Teaching Instructional Staff Pay Plan, Classified Civil Service Plans for Managerial and Non-Managerial Personnel, and Prevailing Wage schedules for Skilled Trades. CUNY's Trustees review and approve all pay plans.

The Chief Diversity Officer reviews overall practices such as:

- Setting of Starting Salaries
- Performance-Based Pay
- Pay Increases Upon Promotion
- Tracking of Compensation Decisions
- Document Retention
- Assignment of Overtime/Additional Assignments.

The Office of Compliance and Diversity and the Human Resources Director met to discuss compensation best practices and areas of risk with management on October 4, 2023 and October 24, 2023.

PART THREE: ACTION-ORIENTED PROGRAMS

This section provides a qualitative assessment of prior-year goal attainment and details efforts aimed at achieving next year's goals.

2022-2023 Prior Year Programs

Last year, we undertook the following to support affirmative action and create a climate of inclusion:

Table 6: Summary of Campus Programs, 2022-2023

Program	Impact/Job Group
Designing for Success: Taking What Works to Scale	**BMCC Strategic Plan 2020-2025** With an understanding that BMCC seeks to improve student learning and educational outcomes not incrementally, but *dramatically*, four goals were developed to drive the Designing for Success Strategic Planning process. As a result of the comprehensive two-year process, these goals were transitioned into overarching strategic priorities for the 2020-2025 strategic plan. A fifth priority was added both in recognition of the increasingly important role of the community college in leading societal change and as a result of the COVID-19 health crisis, corresponding economic downturn, and justice protests across the city, state, country, and world. The resulting strategic priorities for Designing for Success are: ● Improve retention to double degree completion rates, and increase successful transfer and baccalaureate attainment; ● Improve learning through culturally

Program	Impact/Job Group
	responsive and sustaining pedagogy and support; ● Expand career development leading to meaningful work with family-sustaining wages; ● Achieve equity in student outcomes in a college community in which all members can thrive; and ● Strengthen BMCC's role in creating an equitably thriving NYC. In addition to implementing strategies designed to improve student learning and educational outcomes, the BMCC Strategic Plan 2020-2025 includes as a strategic goal (Strategic Goal 5) a commitment to strengthening a culture of care for faculty and staff. Planned strategic actions include: ● Scale in-person and virtual programming and interventions to bolster a sense of belonging within the College community ● Implement professional development activities and hiring practices for faculty and staff that prioritize strengthening the College's culture of care in and outside the classroom ● Partner with community-based organizations, business and industry, and governmental agencies to advocate for addressing and alleviating student, faculty, and staff basic needs Additionally, the strategic plan aims to strengthen BMCC's role in a thriving New York City as a leading community college nationally (Strategic Goal 6). Planned strategic actions include:

Program	Impact/Job Group
	- Raise the profile of the college throughout New York City and beyond by celebrating alumni, faculty and staff research, and nationally recognized student success initiatives and programming - Utilize, support, and publicize faculty and staff research on student success to improve learning, retention, graduation, transfer, and other educational outcomes - Demonstrate leadership and a commitment to increase equity, foster inclusion, and dismantle systematic racism.
Race, Equity, and Inclusion (REI) Steering Committee	In October 2020, BMCC created the Race, Equity, and Inclusion (REI) Steering Committee. Race, Equity, and Inclusion at BMCC are centered on the College's work necessary to understand and address systemic racism to create a more equitable system for individuals and families from historically marginalized groups. The REI Steering Committee actively works to dismantle systemic racism and structural inequality across the BMCC community. As part of its mission, the REI Steering Committee is committed to embracing and amplifying the voices of all members of the BMCC community to design and implement mechanisms that hold BMCC, our leadership, our community, and ourselves accountable. The primary role of REI is to serve in an advisory capacity to the President and the leadership of the College. The changes we seek in regard to equity, inclusion and justice will require our collective work. We commit to reach

Program	Impact/Job Group
	out to, embrace and amplify the voices of all members of the BMCC community. Working as the conscience of the College, REI provides recommendations for BMCC's leadership to prioritize, build upon and institutionalize. REI Goals: ● To "move the needle" in a measurable, equitable, and sustainable manner; ● Address systemic inequality and inequities; and ● Work to support all members of our campus community. The REI Steering Committee consists of five (6) subcommittees: ● Subcommittee 1: Curating Resources/Synthesize and Summarize Data ● Subcommittee 2: Strengthen Curriculum and Pedagogy ● Subcommittee 3: Design Opportunities/Provide a Safe Space for College-wide Discussion ● Subcommittee 4: Inventory and Assess BMCC Programs ● Subcommittee 5: Review Institutional Practices ● Subcommittee 6: Male Scholars of Color Each subcommittee will identify strategies for recommendation and implementation to cultivate a more diverse, equitable, and inclusive teaching and learning college community and directly address systematic, systemic, structured inequities. Informed by and building on the critical work of the Equity and Inclusion Task

Program	Impact/Job Group
	Force, this Steering Committee has been charged with developing recommendations to strengthen institutional practices, processes, and policies. In the past year, REI presented recommendations relating to many facets of the college, including those that reflect their work with BMCC Public Safety and the SGA to improve a sense of belonging on campus, and introducing a campus climate survey. • With the support of BMCC's President, REI applied for and was awarded a campus climate grant from CUNY in FY23. The grant was used to fund Social Justice Week and to launch a College-wide Climate Survey. The National Assessment of Collegiate Campus Climate (NACCC) student survey was launched on April 18, 2023, and received more than 1,300 responses. The NACCC survey is a web-based, quantitative national survey that assesses six key areas of the racial climate on campus: institutional commitment appraisal, the impact of external environments, racial learning and literacy, experiences of racial stress, mattering and affirmation, and cross-racial engagement. REI will utilize the results to advise leadership equity and inclusion best practices. REI also organizes campus-wide initiatives designed to improve diversity, equity and inclusion. REI hosts an annual week-long series of events during Social Justice Week (SJW) 2023. These events celebrated the

Program	Impact/Job Group
	diverse backgrounds, identities, and perspectives that enrich the BMCC college community. **Social Justice Week 2023 - "Belonging Together, Learning Together, and Growing Together" (April 24-28, 2023).** The REI committee presented the College's second annual Social Justice Week, with feature panels, workshops and other events that explored the theme, "Belonging Together, Learning Together and Growing Together." Notable events included a luncheon honoring and recognizing REI members' dedication to this challenging work, the Opening Ceremony held in-person and live-streamed, which featured the BMCC Choir, student poets, student activists, our local councilmember, and an interactive keynote by Dr. Yolanda-Sealy Ruiz from Teachers College, Columbia University. Additionally, the committee hosted a panel discussion with DEI leaders from various CUNY colleges, a movie screening of the documentary – The Takeover – which centers on the community organizing efforts of the South Bronx Young Lords fight for improved healthcare and civil rights, visit to the African Burial Ground, and supported a student town hall organized by Student Government Association. The 2023 Social Justice Week opened with conversations about how to reinforce a sense of belonging in all our students, faculty and staff. The events provided platforms for the respectful exchange of information and sharing of experiences. A common thread was BMCC's commitment to provide an inclusive space where all members of our community feel valued and multiple perspectives are encouraged. Below are some of the topics and events the REI committee facilitated as part of

Program	Impact/Job Group
	Social Justice Week. ● Keynote Address: "Self-Community Connections: Using Racial Literacy to Create a Culture of Belonging," by Yolanda Sealey-Ruiz, Ph.D., Professor of English Education, Teachers College, Columbia University ● **"**Leading Transformational Change in Diversity, Equity and Inclusion," presented by Dr. Sequetta Sweet, Richard Stockton University ● "CUNY Diversity, Equity and Inclusion (DEI) Leaders in Conversation," presented by CUNY DEI leaders in conversation facilitated by REI Co-Chairs ● "Women Trailblazers in Nontraditional Professions Leading the Charge for the Next Generation," featuring a panel of BMCC faculty and staff. On December 2, 2022, REI and the Social Justice and Equity Centers hosted an event "Learning About Antisemitism: Awareness, Allyship, & Action." The discussion, led by Rabbi Jonah Geffen from Hunter Hillel, reviewed the history of antisemitism, anti-Jewish violence, Anti-Semitic tropes, and how to be an up-stander and stand up to ANY hate.
Center for Excellence in Teaching, Learning, and Scholarship (CETLS - BMCC)	CETLS-BMCC is a faculty-driven center that serves the BMCC community by providing a forum for faculty to develop as teachers and scholars and to serve as pedagogical leaders. CETLS fosters cross-disciplinary dialogue about pedagogy and scholarship and provides opportunities for faculty professional development. Culturally

Program	Impact/Job Group
	sustaining pedagogy and other asset-based pedagogies are woven throughout all CETLS programming focused on teaching and learning. CETLS provided the following workshops and seminars throughout the academic year. • How We Start Matters: Creating an Anti-racist Learning Environment from Day One, August 31, 2022. • Laying the Foundation for Anti-racist Pedagogical Practice: Discussing Race, Racism and other Essential Terms (Part 1), September 15, 2022. • Laying the Foundation for Anti-racist Pedagogical Practice: Reflecting on Our Identities and Positionality (Part 2), September 29, 2022. • Queer Communities FIG Meeting, September 29, 2022. • Recognizing and Interrupting Racial and Intersectional Microaggressions in Education, October 13, 2022. • Empowering Our Students Through Critical Race Theory, November 16, 2022. • Identity and Purpose in the Classroom: Reflections on the Asian American and Native American Pacific Islander-Serving Institutions Program Bridge Initiative (ABI) Faculty Seminar, November 10, 2022. • Utilizing Blackboard Ally to Improve Accessibility and Student Engagement, April 24, 2023. • Women's Studies Project FIG: Can We Talk?, April 25, 2023.
New Faculty Orientation: EEO and Sexual Harassment Training for New Faculty	On September 8, 2023, as part of the annual New Faculty Orientation, the Office

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Program	Impact/Job Group
	of Compliance and Diversity conducted a virtual EEO and Sexual Harassment training session for newly hired faculty members. The training focused on CUNY's policies on equal opportunity, non-discrimination, sexual harassment, and reasonable accommodations. During the New Faculty Orientation, new faculty members also received information about tenure and promotion procedures.
EEO Training – Office of Compliance and Diversity	During the plan year, members of the Office of Compliance and Diversity attended various EEO training, including the following: ● NACUA Webinar: The U.S. Department of Educations NPRM on Title IX and Sexual Misconduct (2022), July 18, 2022 ● The Council for Higher Education Accreditation (CHEA) Webinar: Higher Education Accreditation and Diversity, Equity and Inclusion, July 18, 2022 ● EEOC Webinar: Building an Inclusive Organization, July 20, 2022 ● NACUA Disability Law and Accommodations in the New Hybrid World of 2022, September 13, 2022 ● CUNY Central Office DEI Lunch-and-Learn, September 14, 2022 ● Proven Base Webinar: Impact Sourcing & Key DEI Analytics for an Economic Downturn, September 14, 2022 ● CUNY's Policy on Student-Athlete Attestation for Serious Misconduct (Part 1), September 16, 2022 ● What's Next After Dobbs v. Jackson Women's Health Organization?, September 19, 2022

Program	Impact/Job Group
	- CUNY's Policy on Student-Athlete Attestation for Serious Misconduct (Part 2), September 21, 2022 - NYC Department of Citywide Administrative Services (DCAS): Fall 2022 Fireside Chat: "Fostering Leadership Buy-In to Enhance DEI and EEO Compliance in the Workplace," September 22, 2022 - Seyfarth Shaw LLP| HR Forum: Wage Range Disclosure Laws and NLRA/NLRB Updates, September 29, 2022 - Seyfarth Shaw LLP|Government Policy Summit 2022, September 30, 2022 - Practicing Law Institute CLE |Employment Law Institute, October 11 & 12, 2022 2022 Policy on Sexual Misconduct (PSM) Training Curriculum: General Session, October 12, 2022 2022 PSM Training Curriculum: Title IX Coordinators, October 14, 2022 2022 PSM Training Curriculum: General Session, October 17, 2022 2022 PSM Training Curriculum: CUNY-wide Sexual Misconduct Panel, October 21, 2022 2022 PSM Training Curriculum: CUNY-Appointed Advisors, October 24, 2022 2022 PSM Training Curriculum: Presenters, October 26, 2022 2022 PSM Training Curriculum: Informal Resolution Facilitators, October 28, 2022 2022 PSM Training Curriculum: Student Affairs/Human Resources, November 1, 2022 2022 PSM Training Curriculum: Student Affairs/Human Resources,

Program	Impact/Job Group
	November 3, 2022
	• Saul Ewing Arnstein & Lehr|Annual Executive Series in Labor & Employment Law, October 19, 2022
	• New York City Alliance Against Sexual Assault: Reproductive Justice Series, Reproductive Violence is Sexual Violence: Campus Edition
	• Seyfarth Shaw LLP|Midterm Reaction to Dobbs, November 15, 2022
	• New York State Office for the Prevention of Domestic Violence|Domestic Violence Agency LIaison (DVAL) Training, New York, NY, December 12, 2022
	• The Psychology of a Title IX Dispute and the Importance of Empathy in the Path to a Successful Resolution, January 10, 2023
	• Seyfarth Shaw LLP|2022 Trade Secrets & Non-Compete Year in Review, January 24, 2023
	• NACUA Seminar, February 6, 2023
	• Sanctuary for Families: Forced Marriage, February 8, 2023
	• Sanctuary for Families: Technology Facilitated Gender Violence-Global Perspectives on Challenges, Prevention, and Survivors' Empowerment, March 9, 2023
	• Seyfarth Shaw LLP|, Equal Pay Day 2023: A Look Ahead into Trends in the Equal Pay Landscape, March 14, 2023
	• New York State Office for the Prevention of Domestic Violence, GBV Workplace Lunch & Learn, March 15, 2023
	• Seyfarth Shaw LLP|ADA Title III Disability Access Updates: Hot

Program	Impact/Job Group
	Issues and Litigation Trends, March 22, 2023 ● HR Forum: Specific Employment Law Updates and Trends in New York and New Jersey, April 18, 2023 ● New York State Office for the Prevention of Domestic Violence (DVAL) Quarterly Meeting, April 19, 2023 ● CUNY 14th Annual CUNY Accessibility Conference: The Future of Accessibility, April 27, 2023 ● Seyfarth Shaw LLP|Navigating the DEI and ESG Landscapes: Balancing Opportunity and Risks, May 2, 2023 ● CUNY Diversity Dialogues- Third Session, June 8, 2023
Employee Sexual Misconduct Prevention and Response Course (E-SPARC)	Fostering employee growth and development is a critical component of the College's mission. All College employees are required to complete the Employee Sexual and Interpersonal Violence Prevention and Response Course (E-SPARC), an annual online training program to learn about CUNY's Sexual Misconduct Policy, the complaint process, and available resources.
EEO and Sexual Harassment Training for BMCC Community	The Office of Compliance and Diversity provided EEO and Sexual Harassment training to the following groups during the Plan year: new students, new faculty members, Athletics staff, Student Government Association (SGA), Library employees, Study Abroad faculty and new tutors. During the course of the plan year, the Office of Compliance and Diversity

Program	Impact/Job Group
	provided training to approximately **714** students and **54** employees.
ADA Accommodations & Best Practices Training	The College's Chief Diversity Officer continued to work closely with staff and Department Chairs to discuss strategies for promoting diversity and inclusion and implementing best practices, specifically tailored to meet the needs of their individual departments. In the fall of 2022 and spring 2023, the Chief Diversity Officer presented training on Disability Accommodations and Best Practices to Information Resources and Technology, the Nursing Department and the Human Resources Department.
Search Committee Best Practices for Departmental Personnel and Budget Committees	In fall 2022, the Chief Diversity Officer, in partnership with the Director of Faculty Appointments, presented a training titled, "BMCC Search Committee Best Practices," to departmental personnel and budget committees. The training, which was mandatory for all departmental personnel and budget committees, highlighted how implicit bias can negatively impact the hiring process and equal opportunity in recruitment. Attendees were provided strategies to minimize implicit bias in the hiring process in order to strengthen the recruitment and retention of diverse faculty.
Women's Resource Center	BMCC's Women's Resource Center (WRC) supports and educates all BMCC students, staff, and faculty with a focus on issues faced by women-identified students. Using intersectional feminism and social justice, WRC provides educational programs, resources, and advocacy for and about

Program	Impact/Job Group
	women's experiences, gender equity, and gender-based violence to empower all students in their academic, personal, and professional growth. Additionally, WRC encourages students to explore their identities, question societal norms, and dismantle oppressive structures to create a more just and inclusive campus community and society.
	Throughout the plan year, WRC provided a robust program of events and learning opportunities for both employees and students.
	WRC hosted information sessions and workshops for Breast Cancer Awareness month in fall 2022, including a self-breast exam workshop with the Maurer Foundation and a breast cancer awareness display, entitled "My Body is My Temple."
	In fall 2022, WRC hosted a workshop on Reproductive Justice, including a workshop titled "The Fall of Roe: The Enduring Legacy of Reproductive Violence and Demystifying Abortion."
	In spring 2023, for Women's Herstory Month, WRC hosted workshops and events, including "Reproductive Justice Tabling," "Black Women in Media," "Cinnamon Rolls Not Gender Roles," and an interactive discussion titled, "A Black Women's Herstory: From Africa to the Atlantic World!" by Professor Remi Alapo. Other Herstory Celebrations included the following events: "Resiliency on Her Terms," "The Real Impact of a Post-Roe World," "Women in Poetry and Jazz Take the Duke's 'A' Train," and "Capturing Her Story: Highlighting the Identities of

Program	Impact/Job Group
	Underrepresented AAPI Women."
	WRC also continued its work with the BMCC Safe Zone, a program geared towards providing support to members of the BMCC Lesbian, Gay, Bisexual, Transgender, and Queer (LGBTQIA+) community and helping to create a more inclusive environment. The Safe Zone program is composed of faculty and staff volunteers who are committed to being allies and a source of support and information to individuals, regardless of their sexual orientation or gender identity. It is a mode of outreach to LGBTQIA+ students to make them feel welcome in all areas of the college. BMCC provides training for faculty and staff participants to learn how to become better allies and create safe and inclusive spaces for the Queer community at BMCC. Participants explore LGBTQIA+ identities, gender, sexuality, and intersectionality while examining prejudice, societal expectations, and privilege. WRC also held events for Pride Month & LGBTQIA+ in fall 2022 and spring 2023.
LGBTQIA+	At BMCC, we foster a supportive environment for all students, faculty, and staff who identify as members of the LGBTQIA+) community. We offer events, programs, and services focused on supporting and celebrating the LGBTQIA+ community, as well as educating the BMCC community on inclusion, allyship, and intersectionality. On October 25, 2022, and April 27, 2023, the College presented SafeZone training to the College community. SafeZone Training explores how to be better allies and create

Program	Impact/Job Group
	a safe and inclusive space for the Queer Community at BMCC and beyond. The training explores LGBTQIA+ identities, gender, sexuality, intersectionality and also examining prejudice, societal expectations, and privilege. The training also covers how to become a better ally and construct a safe and inclusive space for the Queer Community at BMCC and beyond. Participants who complete the two-hour training receive a SafeZone certificate along with a SafeZone email signature logo to verify that they are SafeZone Trained. The training is open to BMCC students, faculty, and staff and is offered twice annually. Pride Month: Although Pride Month is celebrated nationally in June, BMCC celebrated Pride Month in October since many campus members are away for summer break in June. The Pride Month Committee planned a robust and diverse month-long celebration of Pride Month events. Listed below are some of the events BMCC held throughout the month of October 2022. "Exploring LGBTQIA+ Historic Sites in Queens," October 20: A workshop that explored the multilayered LGBTQIA+ histories embedded in New York City's built environment focusing on the borough of Queens. "If it's not clear I am Queer?" October 26: A discussion about labels and being Lesbian, Gay, Bisexual, Transgender, Queer, Questioning, Intersex, Asexual, Allies, Pansexual, and more. "A Conversation About Aging as a Gay Man," October 27: A conversation about aging as a gay man, sharing experiences with

Program	Impact/Job Group
	youth, aging, CUNY and queerness. On November 17, 2022, the College held a "Trans Day of Remembrance Vigil" to provide the BMCC community with an opportunity to come together and remember transgender people, gender-variant individuals, and those perceived to be transgender, who have been murdered because of hate.
Anti-Racist Resources	Anti-Racist Resources: Created and maintained by BMCC's Counseling Center, the **Anti-Racist Resources** webpage offers the BMCC community extensive educational materials on anti-racism. Racial Trauma Resources: Created and maintained by BMCC's Counseling Center, the **Racial Trauma Resources** web page provides information on resources for racial trauma, including resources specifically for Black-identified and Asian-identified individuals and communities. The BMCC Counseling Center also offers a series of online **groups and workshops** to address anti-racist needs. Some of the online groups include: ● Our Black Voices: This group is designed for Black people across the diaspora (Africa, the Caribbean, United States, Latin America, and around the world). The group offers a space to breathe with some ease in knowing you are not alone, collectively grieve injustice and celebrate Black Excellence. Group leaders assist members in the development of daily practices to encourage self-care and self-love even in the midst

Program	Impact/Job Group
	of chaos. - LGBTQ+ Students: Connecting and Supporting Each Other. This is a safe and confidential group for BMCC LGBTQ+ identified individuals. - Women of Courage: This group is designed to nourish the individual and collective experiences of women. - Relaciones-Relationships: This group explores how relationships can impact us, whether it is romantic, family or friendship and even work and how to manage them better.
Social Justice & Equity Centers	Social Justice & Equity Centers (SJEC) was an umbrella department housing the already established WRC. SJEC's mission was to provide engaging programs, events, workshops, and training that serve and empower all students, faculty, and staff across all intersectional identities while educating and serving the entire campus community to foster a sense of belonging, advocacy, and allyship. The Centers have provided space for Black, indigenous, and students of color (BIPOC), women, queer, undocumented, and marginalized students, while also educating the BMCC community on allyship and diversity. Activities included affinity/dialogue series, cultural celebrations, undocu-ally training, speaker series, and an institutionalized SafeZone Training.
Mental Health and Wellness	The College provided faculty and staff resources to promote mental health and wellness in the midst of a uniquely challenging year. Resilience, Health, and Wellness: A Comprehensive Website to Support the BMCC Community - BMCC

Program	Impact/Job Group
	offers its community a variety of resources and services to address physical well-being, mental health, food insecurity, nutrition, financial support, and other needs. With a focus on health and wellness, the College continues to build a diverse and connected community that supports its members every day. BMCC's [Resilience, Health, and Wellness] website offers faculty, students, and staff resources for promoting wellness and finding support in a time of crisis.
Ethnic and Race Studies Conference	In spring 2023, BMCC held their second annual [Ethnic and Race Studies Conference]. This two- day event, called "The Legacy and Future of Ethnic Studies at CUNY," included keynote speakers Rachel Stephanson, CUNY's inaugural Chief Transformation Officer, and Frank Wu, President of Queens College Frank Wu. Nearly two hundred students, staff and faculty from across CUNY attended the conference. One of the highlights of the event was the screening of the documentary "In Search of Bengali Harlem." Over 300 people attended the film screening and a post screening discussion with leaders and activists from the Bangladeshi community of New York, including Alaudin Ullah, S. Nadia Hussain, Nahar Alam (NYU Langone Section for Community Health; Andolan) Nadia Ahmad (Bangladesh Institute of Performing Arts) Nesar Bhuyan (from DRUM, Desis Rising Up and Moving) and Shahana Hanif (NYC Councilwomen District 39).
Working Group to Review Recruitment	In fall 2022, a working group composed of

Program	Impact/Job Group
and Hiring Practices	members of the Office of Human Resources, Office of Academic Affairs, and Office of Compliance and Diversity examined recruitment and hiring practices and made recommendations for reform. Reform efforts specifically focused on strengthening best practices in the recruitment process. The working group meetings are ongoing.

2023-2024 Planned Programs

In this section, we affirm placement goals and key initiatives.

Table 7: 2023-2024 Planned Programs

Program	Expected Impact/Job Group
Designing for Success: Taking What Works to Scale	**BMCC Strategic Plan 2020-2025** With an understanding that BMCC seeks to improve student learning and educational outcomes not incrementally, but *dramatically*, four goals were developed to drive the Designing for Success Strategic Planning process. As a result of the comprehensive two-year process, these goals were transitioned into overarching strategic priorities for the 2020-2025 strategic plan. A fifth priority was added both in recognition of the increasingly important role of the community college in leading societal change and as a result of the COVID-19 health crisis, corresponding economic downturn, and justice protests across the city, state, country, and world. The resulting strategic priorities for Designing for Success are: • Improve retention to double degree

Program	Expected Impact/Job Group
	completion rates, and increase successful transfer and baccalaureate attainment; ● Improve learning through culturally responsive and sustaining pedagogy and support; ● Expand career development leading to meaningful work with family-sustaining wages; ● Achieve equity in student outcomes in a college community in which all members can thrive; and ● Strengthen BMCC's role in creating an equitably thriving NYC. In addition to implementing strategies designed to improve student learning and educational outcomes, the BMCC Strategic Plan 2020-2025 includes as a strategic goal (Strategic Goal 5) a commitment to strengthening a culture of care for faculty and staff. Planned strategic actions include: ● Scale in-person and virtual programming and interventions to bolster a sense of belonging within the College community ● Implement professional development activities and hiring practices for faculty and staff that prioritize strengthening the College's culture of care in and outside the classroom ● Partner with community-based organizations, business and industry, and governmental agencies to advocate for addressing and alleviating student, faculty, and staff basic needs Additionally, the strategic plan aims to strengthen BMCC's role in a thriving New York City as a leading community college

Program	Expected Impact/Job Group
	nationally (Strategic Goal 6). Planned strategic actions include: • Raise the profile of the college throughout New York City and beyond by celebrating alumni, faculty and staff research, and nationally recognized student success initiatives and programming • Utilize, support, and publicize faculty and staff research on student success to improve learning, retention, graduation, transfer, and other educational outcomes • Demonstrate leadership and a commitment to increase equity, foster inclusion, and dismantle systematic racism
Race, Equity and Inclusion (REI) Steering Committee	In the 2023-2024 plan year, the Race, Equity and Inclusion (REI) Steering Committee, described above, will continue pursuing its mission to dismantle systemic racism and structural inequality across the BMCC community in the following plan year. As part of its mission, the REI Steering Committee will continue its commitment to embracing and amplifying the voices of all members of the BMCC community to design and implement mechanisms that hold BMCC, our leadership, our community, and ourselves accountable. The REI Subcommittees will continue their work identifying strategies for recommendation and implementation to cultivate a more diverse, equitable, and inclusive teaching and learning college community and directly address systematic, systemic, and structured inequities. Additionally, the REI Steering Committee will continue developing

Program	Expected Impact/Job Group
	recommendations to strengthen institutional practices, processes, and policies and aiding the college in the implementation and monitoring of these recommendations.
Implicit Bias Training for Departmental Personnel and Budget Committees: Recruiting and Retaining a Diverse Faculty	During the following plan year, the Office of Academic Affairs and the Office of Compliance and Diversity will continue its partnership to provide training sessions, as needed, to all Departmental Personnel and Budget Committees on best practices to achieve equity in the recruitment process. The training will highlight how implicit bias can negatively impact the hiring process and equal opportunity in recruitment. Attendees will be provided strategies to minimize implicit bias in the hiring process in order to strengthen the recruitment of diverse faculty.

Ongoing Activities

CUNY's University Human Resources office lists job vacancies with State Workforce Agencies and veterans' centers and maintains consolidated advertising programs, including job boards serving veterans, individuals with disabilities, women, and protected minorities. The office maintains accounts for university-wide job postings and outreach, including the Higher Education Recruitment Consortium. It also provides training to Chief Diversity Officers and campus Human Resources personnel.

CUNY utilizes an online training program for faculty and staff on sexual harassment prevention and workplace violence prevention; we regularly review training records and follow up with individuals who have not participated.

In 2022-2023, the University continues to implement a University-wide online training program for faculty and staff on sexual harassment prevention.

Recruitment policies support developing diverse applicant pools through:

- Required posting of open positions and of Civil Service Notices of Exam; typical faculty

vacancies are posted for 30-60 days and administrative vacancies are posted for 14-30 days

- Collection of all applications into a single automated system where pre-established screening practices relevant to the specific function may be applied

- A job application process where candidates are automatically invited to self-identify race/ethnicity, gender, veteran status, and disability status; data is kept confidential and used to analyze the composition of applicant pools

- For many positions, a committee recruiting process by which a diverse team evaluates candidates according to consistent criteria and job-related interview questions

- An annual survey of newly appointed employees to identify potential areas of concern in how the College communicates with its candidates.

BMCC continues to broaden the College's diversity recruitment and outreach efforts to hire and retain faculty members. The Chief Diversity Officer and Digital Recruiter coordinate resources to ensure that diversity outreach efforts to recruit faculty and staff members are effective and strategic. This collaboration allows the Digital Recruiter to engage in targeted outreach and address underutilization in an impactful manner. The Digital Recruiter utilizes online tools, including social media recruitment opportunities on LinkedIn and Twitter to establish BMCC as an employer of choice and to distribute BMCC faculty and staff opportunities to a broad range of diverse recruitment sources. For example, when utilizing LinkedIn and Twitter for faculty applicant sourcing, the job opportunities are sent to diversity groups, including, but not limited to, Hispanic Professionals, Latino Professionals, Latino Leadership Institute, National Black MBA Association, National Association of Asian American Professionals (NAAAP), Woman in technology, Professionals with Disabilities, National Italian American Foundation, Recruit Military, Hire Heroes USA, Black Career Women's Network, Black Enterprise Networked, Black Professionals Network, Hispanic Women Nursing Association, Twitter Diversity Nursing, Minority Nurses and Women in Higher Education. This ensures that faculty and staff openings are widely distributed to a diverse applicant pool.

Furthermore, the College posts faculty and staff positions on the following diversity recruitment websites: Black Caucus, Diverse Higher Ed, Hispanic Outlook, Chronicle of Higher Education, Diverse Issues, Women For Hire, AcademicCareers.com, HigherEdJobs, The National Coalition of Ethnic Minority Nurse Association, The National Association of Hispanic Nurses, and Howard University. BMCC also posted employment opportunities on the following job sites: Workforce Recruitment Program, Association of University Centers on Disabilities, NYC: ATWORK, Vetjobs, and Hire Heroes USA.

In addition to the foregoing, the Chief Diversity Officer makes the Affirmative Action Plan available for public inspection and posts and distributes notices of non-discrimination policies, changes in regulations, and compliance information. Additionally, the Chief Diversity Officer integrates compliance information into training programs for faculty, students, and staff.

The Office of Compliance and Diversity reviews job postings to ensure that they are consistent with CUNY's policies on equal employment opportunity. Before positions are posted, the Office of Compliance and Diversity works with the hiring managers to develop a tailored strategic diversity recruitment plan.

Additionally, the Office of Compliance and Diversity reviews applicant pools to ensure that each pool includes a diverse range of applicants from various races/ethnicities and genders. The Office of Compliance and Diversity also meets with all search committees for a charge to review CUNY's equal opportunity, non-discrimination, and affirmative action policies, as well as best practices for minimizing implicit bias and promoting equal opportunity in the hiring process.

The transfer of the Digital Recruiter from the Office of Human Resources to the Office of Compliance and Diversity in August 2019 has enhanced the Digital Recruiter's ability to work closely with the Chief Diversity Officer to create and improve strategies to promote strategic and tailored diversity recruitment plans for departments that show underutilization. For example, the Chief Diversity Officer developed a process that focuses on providing faculty and staff with outreach opportunities and on best practices for strategic diversity recruitment. The Digital Recruiter works closely with hiring managers to engage in targeted recruitment for individual job opportunities before a position is posted, with the goal of ensuring strategic diversity recruitment outreach and improving areas of underutilization for each department.

The Office of Compliance and Diversity provided EEO and Sexual Harassment training to the following groups during the last plan year: new students, new faculty, Athletics staff, Student Government Association (SGA), new tutors, Library employees, and Study Abroad faculty. During the course of the plan year, the Office of Compliance and Diversity provided in-person training to approximately **714** students and **54** employees.

In fall 2022 and spring 2023, the Office of Compliance and Diversity provided training on disability accommodations and best practices to employees in the Office of Human Resources, Information Resources and Technology, and the Nursing Department. The training focused on the process for requesting reasonable accommodations in the era of the COVID-19 pandemic. The Office of Compliance and Diversity also provided guidance on reopening plans for members of vulnerable populations.

During the last plan year, the College's Chief Diversity Officer continued to work closely with Department Chairs to discuss strategies for promoting diversity and inclusion and implementing best practices, specifically tailored to meet the needs of their individual departments.

During the course of the last plan year, BMCC sponsored multiple events to celebrate the diversity on our campus. This included celebrating heritage months, which included a wide range of exhibits, discussions, films, and speakers:

- **Hispanic Heritage Month 2022**: To celebrate Hispanic heritage, the College held a series of

events throughout the months of October and November. Dia De Los Muerto Display (Day of the Dead). Three days of activities and gathering.

- Dia De Los Muerto (October 31 - November 2): Three days of activities to celebrate and learn about the origins and modern traditions of Dia De Los Muerto.
- Hispanic Heritage Month Book Display (October 4 - November 30): The BMCC Library celebrated National Hispanic American Heritage Month with a book display in the library and online.
- Queens Boulevard - Hispanic and Multicultural Heritage of Queens: This online exhibit highlighted the rich cultural heritage in Queens, particularly apparent along Queens Boulevard.
- Film Screening - "In the Time of the Butterflies" (November 9): this film explored gender and politics during the dictatorship of Rafael Trujillo in the Dominican Republic.
- Decolonizing Mental Health – Understanding Wellness Through an Anti-Oppressive Framework (November 16): This presentation and discussion focused on themes of racial trauma and understanding how traumatic experiences can manifest as psychological symptoms of depression and anxiety.
- Making Afro-Indigenous Identity Visible: An Evening with Garifuna Activists (November 17): This event included conversation with Garifuna activists, Afro-Indigenous peoples of Central America. Attendees learned about the history and culture of the Garifuna people as well as the challenges they face in the present-day.
- Let's Talk about Bad Bunny, Anti-Colonialism and Gender Norms (November 22): This presentation and discussion facilitated by two BMCC faculty members focused on the work of the popular rapper and singer Bad Bunny, specifically in the context of anti-colonialism and gender norms.
- From Undergrad to Professionals - Latina social workers share their journeys (March 7): At this presentation, attendees heard from Latina social workers, who shared their educational and career experiences.

- **Italian Heritage Month 2022:** On October 19, 2022, BMCC celebrated Italian Heritage Month, with speakers, music, and poetry.

- **Afrikan Heritage Month 2023:** To celebrate Afrikan Heritage Month, BMCC held a series of events throughout the month of February. The theme for the year's celebration was "Black Futurity, Mining the Past, Cultivating the Present, and Shaping Tomorrow."

- "The Artistry of Dr. Edward Bostick" - A Historical Overview (February 1): Opening ceremony highlighting Professor Bostick's pictorial quilts, featuring vibrant portraits of Jackie Robinson, Martin Luther King Jr., Ma Rainey and other famous African Americans.
- Our Story Ain't Easy to Tell…Memoirs of the Pentatonic Scale (February 14): At this event, speakers Gail Houston and Elnora "Bonnie" Harrison of the Sankofa Institute for Training and Integrative Services, Inc., used film, music and storytelling to chronicle one of the many ways enslaved Afrikans handled their captivity by expressing their feelings through vocalizations and instrumentations of the pentatonic scale.
- Grow Strong - Facing Environmental Trauma and Justice (February 15): A panel of

experts spoke on the impacts of environmental racism and trauma on communities of color in New York, as well as ways to enact environmental justice through activism and community work.

- ○ Afrikan Heritage Month Student Concert (February 15). BMCC students performed musical works from Black composers spanning multiple genres.
- ○ Where Black and Queer Intersect (February 22): Hosted by the BMCC Pride Center, this discussion focused on intersectionality, specifically with queer identities and black identities, and how both communities can better support each other.
- ○ Guest Speaker Professor James Small, Activist and Historian (February 22): At this event, Professor Small, an activist and historian, shared thoughts and strategies that address this year's theme – "Black Futurity, Mining the Past, Cultivating the Present, and Shaping Tomorrow."
- ○ Afrikan Burial Grounds Visit and Discussion (February 24): Joined by members of the Baruch College Diversity, Equity & Inclusion, participants visited the African Burial Grounds and learned its history.
- ○ HIV/AIDS Awareness - Its Impact on the Afrikan American and Latino Community (February 27): At this event, guest speakers discussed HIV/AIDS and its impact within communities of color. The event also included information and resources from non-profit organizations specializing in HIV/AIDS and the LGBTQIA+ community.

- **Asian Heritage Month 2023 –** To celebrate BMCC's 34th Annual Asian Heritage Month, BMCC held the events throughout the month of April, including the following:
  - ○ Annual Haiku and Image Contest
  - ○ Film Screenings and Discussions - *Fordson, Faith, Fasting, Football* and *American Eid* (April 3); *Scary Holiday (A.K.A Rak Kan Ja Tai)* (April 14); *Happy Cleaners* (April 19); *Din Tao: Leader of the Parade* (April 23), *Lost on Journey* (April 26); *In Search of Bengali Harlem* (April 27)
  - ○ *Our Laundry, Our Town: My Chinese American Life from Flushing to the Downtown Stage and Beyond* (April 20): Discussion with BMCC Professor and author Alvin Eng about his book *Our Laundry, Our Town*.
  - ○ The Legacy and Future of Ethnic Studies at CUNY (April 27-28): In celebration of the formation of Ethnic Studies at BMCC, this event, featuring speakers, presentations, and roundtable discussions, provided scholars affiliated with CUNY a space to discuss contemporary scholarship in the field of ethnic studies.

In addition, BMCC held multiple events to celebrate veterans, including:

- Veterans Resource Center held "Welcome Back" events for student veterans in fall 2022 and spring 2023.

- Veterans Resource Center celebrated student veterans by celebrating the following U.S. military holidays: U.S. Coast Guard's 233rd birthday celebration, U.S. Air Force's 76th birthday celebration, U.S. Navy's 248th birthday celebration, U.S. Marine Corps' 248th birthday celebration; U.S. Army's 248th birthday celebration.

On a weekly basis, the Organization for Student Veterans meets to discuss matters of mutual

interest and to plan club activities and events. BMCC also recognized student veterans by hosting events during Hispanic Heritage Month, Black History Month and Herstory Month.

CUNY Central's Office Human of Resources Management:

- Lists job vacancies with State Workforce Agencies and Veterans' centers

- Maintains consolidated advertising programs, including job boards serving Veterans, Individuals with Disabilities, women, and protected minorities

- Maintains social media accounts for recruitment and employment branding

- Advertises and administers Civil Service examinations

- Distributes training materials on effective recruiting and selection

- Provides training and updates to Chief Diversity Officers

CUNY implemented an online training program for faculty and staff on sexual harassment prevention; we regularly review training records and follow-up with individuals who have not participated.

- Recruitment policies support diverse applicant pools through:

- Required posting of open positions and of Civil Service Notices of Exam; typical faculty vacancies are posted for 30-60 days and administrative vacancies are posted for 14-30 days

- Collecting applications in a single system where pre-established screening practices may be applied

- Inviting candidates to self-identify race/ethnicity, gender, veteran status, and disability status when applying; data is kept confidential and used to analyze applicant pools

- For many positions, a diverse Search Committee evaluates candidates according to consistent, job-related criteria.

Internal Audit and Reporting

The Chief Diversity Officer posts and distributes notices of policies, new/revised regulations, and similar compliance information, and makes this plan available for public inspection. The CDO integrates compliance information into faculty, student and staff training programs.

The Chief Diversity Officer's responsibilities for audits and reviews include:
- Monitoring personnel actions, including new hires, transfers, promotions, and terminations
- Monitoring employee self-identification programs

- Reviewing recruiting outreach and advertising
- Monitoring complaints/incident reports for underlying trends
- Reviewing personnel practices and the affirmative action programs with management
- Advising management of program effectiveness and providing recommendations for improvement
- Working with Human Resources staff to assure employment records are complete, accurate, and current
- Completing the annual Affirmative Action certification in the US Department of Labor Contractor Portal

Chief Diversity Officers have responsibility for communicating elements of the Plan and reviewing progress.

CUNY recently implemented an on-line discrimination complaint tracking and reporting system.

CUNY regularly reports results externally and/or responds to audit requests from:
- New York State Department of Labor
- New York City Department of Education
- New York City Equal Employment Practices Commission.

CUNY also answers to the CUNY Board of Trustees, particularly its Subcommittee on Diversity, Inclusion and MWBE.

PART FOUR: INDIVIDUALS WITH DISABILITIES AND PROTECTED VETERANS

Federal regulations mandate written affirmative action plans to address hiring and advancement of individuals with disabilities and veterans. This section covers:

- Equal Opportunity and Non-Discrimination Policy
- Review of Personnel Processes
- Review of Physical and Mental Qualifications
- Reasonable Accommodations
- Harassment Prevention Procedures
- External Policy Dissemination
- Outreach and Positive Recruiting
- Internal Policy Dissemination
- Implementation Responsibility
- Training
- Audit and Reporting System
- Benchmark Comparisons.

Equal Opportunity and Non-Discrimination Policy

CUNY's Equal Opportunity and Non-Discrimination Policy is provided in **Appendix C.**

Review of Personnel Practices

We seek to ensure personnel processes support equal employment opportunities for employees and applicants who are individuals with disabilities and/or protected veterans. We periodically review practices for potential barriers to employment, training, and promotion.

Personnel practices do not stereotype individuals with disabilities or protected veterans or otherwise limit access to employment. We include individuals with disabilities and veterans in media such as college publications and websites.

We invite employees to self-identify through an online self-service system. We invite applicants to self-identify through CUNY's online applicant tracking system. CUNY maintains appropriate security measures for confidentiality of personal data. The College last conducted a canvas for self-identification in 2018.

Review of Physical and Mental Qualifications

We ensure physical and mental qualifications are job-related and consistent with business necessity and safety. We periodically review physical and mental qualifications as they relate to employment, training, and promotion. As a routine practice, the Chief Diversity Officer reviews position requirements before listing a job vacancy. They review any new job qualifications or conditions to ensure they would not screen out qualified individuals with disabilities or protected veterans.

CUNY's Civil Service unit reviews job requirements prior to issuing new or revised Civil Service job descriptions. CUNY also provides a checklist for planning a recruiting effort with a sign-off on job requirements.

Reasonable Accommodations

We provide reasonable accommodations to individuals with disabilities (including disabled veterans). According to our Policy on Implementing Reasonable Accommodation and Academic Adjustments, CUNY Human Resources Directors are responsible for responding to accommodation requests by applicants, employees, contractors, visitors, and others.

> Name: Gulen Zubizarreta
> Title: Executive Director of Human Resources
> Phone: (212) 220-8304
> Email: gzubizarreta@bmcc.cuny.edu

We have posted the Procedures for Implementing Reasonable Accommodation and Academic Adjustments online at:

Information for applicants for employment is provided on the Employment Page of the CUNY Website and BMCC Human Resources Policies. There is also a link at the bottom of each job posting on https://cuny.jobs, which directs the candidate to our accessibility page.

We provide reasonable accommodations based on: disability; pregnancy, childbirth, or medical condition related to pregnancy or childbirth; religious practice; and status as a victim of domestic violence, sex offense or stalking.

Recognizing requests may be resolved through dialogue. During the plan year, BMCC received 49 employee accommodation requests. Forty-three (43) of those accommodation requests have been successfully concluded. There are no outstanding appeals at this time. BMCC did not receive any accommodation requests from job applicants during the plan year.

Harassment Prevention

CUNY has developed anti-harassment policies and procedures concerning individuals with disabilities and protected veterans. The 504/ADA Coordinator reviews personnel practices to ensure access and non-discrimination for individuals with disabilities. The Chief Diversity Officer reviews practices for veterans.

External Policy Dissemination

Each job vacancy announcement includes a summary of CUNY's policy. As noted above, CUNY posts its Non-Discrimination Policy on its employment website. CUNY's Office of Labor Relations provides an annual notice of our policies to labor unions. Our establishment (or the university, as appropriate) sends written notice of the affirmative action policies to subcontractors, vendors, and suppliers, requesting compliance.

Outreach and Positive Recruiting

Table 8: Summary of Prior Year Outreach

Program / Effort	Impact/Discussion
Digital Recruitment	The College's Digital Recruiter engaged in targeted outreach in an effort to address underutilization in an impactful manner. The Digital Recruiter utilized online tools, including social media recruitment opportunities on LinkedIn and Twitter, to establish BMCC as an employer of choice and to distribute

Program / Effort	Impact/Discussion
	BMCC faculty opportunities to a wealth of diverse recruitment sources. For example, when utilizing LinkedIn and Twitter for faculty applicant sourcing, the job opportunities were sent to diverse groups, such as Recruit Military and Professionals with Disabilities. The Digital Recruiter also posted job opportunities on the Minority Faculty/Staff Applicant Databases, which focus on the recruitment of minority faculty and staff. BMCC also posted employment opportunities on the following sites: Workforce Recruitment Program, Disability.gov, Association of University Centers on Disabilities, NYC: ATWORK, and Vetjobs.
Organization for Student Veterans	During the last plan year, The Veterans Resource Center (VRC) hosted guest speakers virtually and in-person from the following organizations to present on employment opportunities: • NYC FDNY • Wells Fargo Bank/ VA Home Loans • US Department of Veteran Affairs • Workforce One
ADA Accommodations and Best Practices Training	The College's Chief Diversity Officer continued to work closely with staff and Department Chairs to discuss strategies for promoting diversity and inclusion and implementing best practices, specifically tailored to meet the needs of their individual departments. In the fall of 2022 and spring 2023, the Chief Diversity Officer presented training on Disability Accommodations and Best Practices to Information Resources and Technology, the Nursing Department and the Human Resources Department.

Program / Effort	Impact/Discussion
CUNY LEADS	During the last plan year, BMCC's Office of Accessibility continued its partnership with CUNY LEADS (Linking Employment, Academics and Disability Services), a unique academic and career program for students with disabilities at CUNY. The program provides students with disabilities various services, including career counseling, skills for job search and retention, enhanced employment opportunities, resume and interview preparation, and job placement assistance. Program participants also receive referral assistance from Adult Career and Continuing Education Services Vocational Rehabilitation.
	CUNY Project REACH: Resources and Education on Autism as CUNY's Hallmark is a university-wide initiative funded by the FAR Fund and created to enhance CUNY's capacity to support its growing population of college students with autism spectrum disorder (ASD) and to educate faculty and staff about autism.
	The Mayor's Office for People with Disabilities provides information on accessibility programs, accessible transportation, employment, health services, activities, and other resources.
	Adult Career and Continuing Education Service- Vocational Rehabilitation (ACCESS-VR), offers access to a range of employment and independent living services that may be needed by persons with disabilities throughout their lives.

Program / Effort	Impact/Discussion
Fall 2022 BMCC Career Fair	On October 19, 2022, BMCC's Center for Career Development held an in-person job fair for BMCC students at the BMCC Gymnasium. The event provided employment and networking opportunities for potential job candidates from BMCC's diverse student body. Two hundred and eighty-one (281) students met with more than 40 employers. The fair also provided information to students about employment opportunities at BMCC. Students prepared for the job fair by attending job fair preparation workshops held by the Center for Career Development, as well as taking part in mock interviews, career counseling, resume writing and goal-setting counseling sessions. Career Express, an online platform provided through the Center for Career Development, continues to provide an extensive job bank for students, as well as access to professional development workshops, career advisement appointments, and other key services.

Table 9: Planned Outreach, 2023-2024

Program / Effort	Goals/Expected Impact
Digital Recruitment	The College's Digital Recruiter will continue to engage in targeted outreach in an effort to address underutilization in an impactful manner. The Digital Recruiter will utilize online tools, including digital recruitment opportunities on LinkedIn and Twitter, to establish BMCC as an employer of choice and to distribute BMCC faculty and staff opportunities to a wealth of diverse recruitment

Program / Effort	Goals/Expected Impact
	sources. The College will continue to post job opportunities on diverse recruitment websites, including, but not limited to, Hispanic Professionals, Latino Leadership Institute Groups, National Black MBA Association, National Association of Asian American Professionals, Woman 2 Woman Business, Professionals with Disabilities, The National Italian American Foundation, Recruit Military, Vetjobs and Minority Nurses on Twitter. The Digital Recruiter will also continue to post job opportunities on the Minority Faculty/Staff Applicant Job Boards, which focus on the recruitment of minority faculty and staff. The College will continue to post faculty positions on the following diversity recruitment websites: Hispanic Outlook, Chronicle of Higher Education, Diverse Issues, Women For Hire, AcademicCareers.com, HigherEdJobs.com, and Howard University.
CUNY LEADS	BMCC's Office of Accessibility will continue its partnership with CUNY LEADS (Linking Employment, Academics and Disability Services), As described above, the program provides students with disabilities various services, including career counseling, skills for job search and retention, enhanced employment opportunities, resume and interview preparation, and job placement assistance. Additionally, CUNY LEADS provides employers with a pool of qualified, pre-screened job

Program / Effort	Goals/Expected Impact
	candidates from CUNY colleges, including BMCC, who are prepared for the workforce, as well as internship opportunities.
ADA Accommodations and Best Practices Training	The Office of Compliance and Diversity will continue to provide ADA accommodations training to faculty/staff. The training will focus on policies and best practices for reasonable accommodations and equal opportunities for individuals with disabilities.

Ongoing efforts include:

- Disseminating information concerning employment opportunities to outlets reaching protected veterans (including disabled veterans) and individuals with disabilities

- Advertising job openings with a variety of external resources, including required reporting to the New York State Labor Department and related agencies

- Filing the annual federal VETS-4212 report

- Assisting veterans with a passing score on a competitive Civil Service examination to apply for additional points based on veteran or disabled veteran status as per NY State statute

- Assisting qualified individuals with disabilities with appointment to classified competitive Civil Service titles without an examination (55(a) Program).

Internal Policy Dissemination

To foster positive support for affirmative action programs for protected veterans and individuals with disabilities, we have:

- Included policies in manuals and other publications
- Explained policies and responsibilities to senior management and supervisors
- Conducted training for employees involved in recruitment, selection, and promotion decision-making
- Discussed policies in employee orientation and management training programs
- Included information on the accomplishments of veterans (including disabled veterans) and other individuals with disabilities in unit communications
- Posted CUNY Procedures for Implementing Reasonable Accommodation and Academic Adjustments on bulletin boards, along with the CUNY Policy on Non-Discrimination

(addressing protection from harassment on the basis of disability)
 • Featured persons who are individuals with disabilities in handbooks or similar publications

Implementation Responsibility

As part of its efforts to ensure equal employment opportunity to veterans (including disabled veterans) and other individuals with disabilities, we have designated specific responsibilities.

The President
Dr. Anthony E. Munroe (hereinafter referred to as the President) oversees affirmative action and compliance programs.

The President appoints a 504/ADA Coordinator to oversee compliance and provides support and resources for affirmative action and compliance.

The 504/ADA Coordinator and the Chief Diversity Officer report issues uncovered in interview reviews to the President who oversees appropriate responses.

504/ADA Coordinator

As 504/ADA Coordinator, Odelia Levy, Esq.:

- Chairs 504/ADA Committee
- Monitors 504/ADA compliance
- Reviews and resolve issues such as disputed accommodation decisions
- Maintains records of accommodation requests and outcomes
- Ensures records are stored securely and confidentiality is maintained
- Provides training as needed on issues related to individuals with disabilities.

Other Officials

Other college officials support the implementation of affirmative action in areas which include accommodations and accessibility improvements.

For example, the Veterans Resource Center and Office of Accessibility provide important resources and information for veterans and individuals with disabilities, respectively. The offices provide resources for career opportunities and reasonable accommodations. The 504/ADA Coordinator also works closely with Human Resources and other stakeholders.

University Management
CUNY's Office of Recruitment and Diversity manages systems that capture self-identification data and provides data support to the campuses. The Office also administers CUNY's 55(a) program to provide opportunities in Civil Service positions to individuals with disabilities.

Training

We provide orientation on relevant regulations and policies, including affirmative action programs, to personnel responsible for recruitment, selection, promotion, disciplinary actions, and similar personnel activities.

We assure individuals involved with recruitment, selection, promotion, disciplinary actions, training, and similar activities receive an orientation on relevant rules and regulations and the Affirmative Action Plan. Employees involved with recruitment, selection, promotion, disciplinary actions, training, and related processes for Individuals with Disabilities or Veterans are acquainted with the College's Affirmative Action Program. CUNY's Office of Recruitment and Diversity and the Office of Professional Development and Learning Management provide training opportunities to help employees maximize their personal and workplace effectiveness, including Diversity Training courses.

The Office of Compliance and Diversity presents sexual harassment, Title IX, and EEO training for employees throughout the academic year. The training includes information about reasonable accommodations and equal opportunities for veterans and individuals with disabilities. Additionally, the College continues to ensure that search committees are incorporating best practices in the diversity recruitment realm. The Office of Compliance and Diversity also includes information on best practices for interviewing applicants with disabilities when charging search committees.

BMCC personnel regularly participate in webinars and training regarding best practices in staff and faculty diversity recruitment. These recruitment efforts are designed to further enhance BMCC's staff and faculty applicant pools of underrepresented groups. BMCC personnel attended training and job fairs, which focused on diversity recruitment, including, but not limited to the following:

- Virtual Recruitment Job Fair, Howard University (August 29, 2022)
- Closing the Wealth Gap: Boosting Minority Hiring, Forbes (February 7, 2023)
- Women's Leadership Conference, CUNY (March 6-10, 2023)
- International Women's Day, Howard University's Center for Women, Gender and Global Leadership, (March 15, 2023)
- A Diversity Strategic Plan, The Academic Network (April 12, 2023)

During the last plan year, the College's Office of Compliance and Diversity employees attended the following training, which focused on best EEO practices, relating to Individuals with Disabilities and Veterans:

- Disability Law and Accommodations in the New Hybrid World of 2022, NACUA (September 13, 2022)
- ADA Title III Disability Access Updates: Hot Issues and Litigation Trends, Seyfarth Shaw LLP (March 22, 2023)
- 14th Annual City University of New York Accessibility Conference: The Future of Accessibility, CUNY (April 27, 2023)

The Digital Recruiter was transferred from the Office of Human Resources to the Office of Compliance and Diversity in 2019. The Digital Recruiter and the Chief Diversity Officer coordinate strategies to promote diversity in recruitment, including recruitment of veterans and individuals with disabilities. Additionally, the Digital Recruiter has developed an early outreach program with hiring managers to engage in targeted recruitment for individual job opportunities, with the goal of improving areas of underutilization and posting open positions to specific targeted job boards that focus on Veterans and Individuals with Disability.

Audit and Reporting System

The Chief Diversity Officer audits the effectiveness of outreach and affirmative action programs in general and monitors recruitment practices and discrimination claims related to status as a veteran or individual with a disability.

The 504/ADA Coordinator oversees audit and reporting in support of individuals with disabilities. She identifies and addresses barriers to access and evaluates remedial actions.

Both individuals report findings to the President and/or designee.

Benchmark Comparisons

Staffing

Appendix G provides counts of individuals with disabilities by job group. The US Department of Labor suggests a benchmark of 7.0% for each job group. There is no requirement to calculate underutilization or set placement goals.

CUNY reports veteran representation annually through the federal VETS-4212 report.

Hiring Rates

The Exhibit on the following page illustrates hiring rates for veterans and individuals with disabilities as compared with previous plan years. The format is presented as prescribed by the US Department of Labor.

In March 2023, the federal government set the benchmark Hiring Rate for veterans at 5.4%, representing the prevalence of veterans in the United States workforce.

There is no federal hiring rate benchmark for individuals with disabilities.

Exhibit: Benchmark Comparisons for Veterans and Individuals with Disabilities

Table 10: Veterans' Hiring Rate Benchmark

The benchmark, established annually by the US Department of Labor, is 5.4% as of March 2023.

Factor	2022-2023	2021-2022	2020-2021
A. Number of applicants who self-identified as Veterans before an offer of employment is made	68	34	81
B. Total number of job openings	96	42	45
C. Total number of jobs filled	103	74	32
D. Total number of applicants for all jobs	5,201	3,610	6,964
E. Number of veteran applicants hired	1	2	1
F. Total number of applicants hired	103	74	32
Hiring Rate (E divided by F)	1.0%	2.7%	3.13%
Federal Benchmark	5.4%	5.5%	5.6%
Benchmark Met (Yes/No)	No	No	No

In comparison, as per the May, 2023 Employment Situation Report from the Bureau of Labor Statistics, the unemployment rate for Veterans was 2.5% and the rate for Non-Veterans was 3.4%. https://www.bls.gov/news.release/pdf/empsit.pdf

Table 11:Hiring Rate for Individuals with Disabilities

There is no recommended hiring benchmark for Individuals with Disabilities.

Factor	2022-2023	2021-2022	2020-2021
A. Number of applicants who self-identify as Individuals with Disabilities before an offer of employment is made	423	267	367
B. Total number of job openings	96	42	45
C. Total number of jobs filled	103	74	32
D. Total number of applicants for all jobs	5,201	3,610	6,964
E. Number of individuals with disabilities hired	7	2	1
F. Total number of applicants hired	103	74	32
Hiring Rate (E Divided by F)	6.8%	2.7%	3.13%

As comparison, as per the May 2023 Employment Situation Report from the Bureau of Labor Statistics, the unemployment rate for Individuals with Disabilities was 7.8% and the rate for individuals without a disability was 3.4%. https://www.bls.gov/news.release/pdf/empsit.pdf

APPENDICES

    A.   Summary Organization Chart
    B.   Policies
    C.   Reaffirmation Letter
    D.   Utilization Analysis
    E.   Summary of Personnel Activities
    F.   Summary of Recruitment Activities
    G.   Utilization of Individuals with Disabilities

Appendices for the 2023 - 2024 Affirmative Action Plan

Organization Chart

Anthony E. Munroe
President

Gulen Zubizarreta
Executive Director of Human Resources

Michael Reyes
Special Legal Counsel & Labor Designee

Marva Craig
VP of Student Affairs

Michael Hutmaker
Dean of Student Affairs

Joseph Spadaro
VP for Information Technology

Karen Wilson-Stevenson
Interim Director of Public Affairs

S. Raschaad Hoggard
Chief of Staff

Julio Izquierdo
Acting VP of Finance and Administration

Elena Samuels
AVP of Finance

Karen Wilson-Stevenson
Interim VP of Institutional Advancement

Terry Kidd
Acting Assistant VP of Continuing Education and Workforce Development

Christopher Shults
Dean of Institutional Effectiveness

Sanjay Ramdath
VP of Enrollment Management

Mohammad Alam
Assistant Dean of Enrollment Management

Erwin Wong
Provost & Senior Vice President

VACANT*
Dean of Academic Affairs & Instruction

Janice Zummo
Associate Dean of Academic Affairs & Support Services

Gail Fernandez
Acting Associate Dean of Faculty

Pete Gutierrez
Acting Dean of Health Sciences and Nursing

Judie Eisenberg
Dean for Sponsored Research & Grants

Anthony Watson
Exec Director of Educational Opportunity Center

Please note that after the snapshot date:
- The VP for Information Technology role is currently vacant
- The Executive Director of Public Affairs title will change to AVP of Communications, Marketing & External Affairs
- The Dean of Academic Affairs & Instruction title will change to Associate Provost
- The Dean of Institutional Effectiveness title will change to AVP of Institutional Effectiveness and Strategic Planning

*Organization chart is current as of the snapshot date: June 1, 2023

Anthony E. Munroe
President

Erwin Wong
Provost & Senior Vice President

Ena Jordan
Executive Assistant to the SVP

Lisa St. Hill
Assistant to SVP

Anthony Watson
Exec Director of Educational Opportunity Center

- **Tanya Myers** — Director of Academic Affairs
- **VACANT** — Director of Business Affairs
- **Carmel Urbaez** — Director of Operations
- **Robert Park** — Director of Student Support Services
- **Stacy Cummins** — Enrollment Manager

Janice Zummo
Associate Dean of Academic Affairs & Support Services

- **Maketa Barber** — Manager of Testing
- **Gregory Farrell** — Director of LRC
- **Thomas Harbison** — Director of E-Learning
- **Ashtian Holmes** — Director of Urban Male Leadership Academy
- **Igwe Williams** — Director of Writing Center

- **VACANT*** — Director of Project Impact
- **John Huie** — Early Alert Specialist
- **Argenis Rodriguez** — Director of CUNY Edge
- **Oriel Straker** — Director Upward Bound
- **Reuben Quansah** — Manager of Young Men's Initiative

VACANT*
Dean of Academic Affairs & Instruction

- **Gregory Bryant** — Academic Affairs Manager for MECA
- **Gina Cherry** — Director of CETLS
- **VACANT*** — Experiential Learning and Study Abroad Manager
- **Antonette McKain** — Director of Evening/Weekend & Off-site Programs
- **Sharon Reid** — Director of Internships and Experiential Learning
- **Peter Williams** — Specialist for College Now

Kathleen Dreyer — Chief Librarian
Carei Thomas — Director of Advisement
Greer McPhaden — Director of Faculty Matters
Odaelys Pollard — Director of Research

Gail Fernandez
Acting Associate Dean of Faculty

- **Deanne Southwell** — Exec Director of ASAP
- **Sara Crosby** — Director of the BMCC Learning Academy
- **Stanley Taylor** — Director of Year Up
- **Academic Department Chairpersons**

Christopher Shults
Dean of Institutional Effectiveness

- **Musa Elbulok** — Acting Director of Institutional Research
- **Bryan Dowling** — Director of Assessment
- **Loida Vicki Cedeno** — Associate Director of Assessment
- **VACANT*** — Manager of Institutional Research

Please note that after the snapshot date:

- The Director of Assessment role is currently vacant
- The Director of Project Impact role is currently vacant
- The Director of Business Affairs is currently vacant
- Experiential Learning and Study Abroad Manager is currently vacant
- Dean of Academic Affairs & Instruction title will change to Associate Provost

*Organization chart is current as of the snapshot date: June 1, 2023

Anthony E. Munroe
President

Marva Craig — VP of Student Affairs

- Iris Wangpataravanich — Assistant to the VP
- Michael Hutmaker — Dean of Student Affairs
  - Pedro Perez — Director of College Discovery
  - Neda Hajizadeh — Director of Counseling
  - Daphne Gilles — Office of Accessibility Manager
  - Tammie Velasquez* — Women's Resource Center Manager
  - Cecilia Scott-Croff — Director of Early Childhood Center
  - Harry Mars — Director of Student Activities
  - Jennifer M Neidig — Director of Health Services
  - Driada Rivas — Interim Director of Career Services
  - Dakota Olson — Coordinator of Athletics
  - Managers of Various Student Affairs Programs
  - BMCC Association

Sanjay Ramdath — VP of Enrollment Management

- Mohammad Alam — Assistant Dean of Enrollment Management
- Albina Khasidova — Director of Financial Aid
- Lisa Kasper — Director of Admissions and Outreach
- VACANT* — Director of Enrollment Services
- Katty Cherubin — Manager of Call Center
- Sussie Gyamfi — Scholarship and Special Services Coordinator

Joseph Spadaro — VP for Information Technology

- VACANT* — Asst to VP of Technology
- John Gallagher — Director of Org & Bus Effectiveness
- Amish Batra — Manager of Admin Computer Center
- Konstantinos (Gus) Kanellopoulos — Director of Instructional Technology
- Vinton Melbourne — *Director of Media Center

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*Please note that after the snapshot date:

- Women's Resource Center Manager is currently vacant
- Women's Resource Center Manager title changed to Center for Belonging and Inclusion Manager
- Asst. to VP of Technology is currently vacant
- Director of Enrollment Services is currently Vacant
- Vinton Melbourne is listed on CUNYFirst as IT Senior Associate

*Organization chart is current as of the snapshot date: June 1, 2023

Anthony E. Munroe
President

Julio Izquierdo — Acting VP of Finance and Administration

Terry Kidd — Acting Asst. VP of Continuing Ed & Workforce Development

Gulen Zubizarreta — Executive Director of Human Resources

VACANT* — Exec Asst to VP of Admin & Planning

Under Julio Izquierdo

- Elena Samuels — AVP of Finance
  - Adriana Lau — Finance Controller
  - Allison Young — Director of Budget
  - Ricardo Julien — Bursar Director
  - Leonore Gonzalez — Director of Procurement
    - Receiving & Stores Reprographics Mail Services

- Michael Korn — Director of Public Safety
- Michael Spath — Environmental Health & Safety Officer
- Kamlesh Bulsara — Campus Facilities Planning
- Tanya Hughes — Administrative Events Coordinator
  - Anita Samuels — Facilities Coordinator
- Eric Lugo — Chief Administrative Superintendent
  - Chery Reiter — Administrative Superintendent III
  - Joshua Mitchell — Administrative Superintendent III
  - Victor Schneider — Administrative Superintendent III
  - Charles Nelson — Administrative Superintendent I

Under Terry Kidd

- Marina Abramov — Director of Continuing Education
- Jose Flores Sr. — Director of Outreach
- Paul Shively — Director of Language Immersion Program
- Lashallah Burgess — Director of CUNY Start & Math Start
- Laura Zan — Manager of CUNY Start Program

Under Gulen Zubizarreta

- Karen Bonner — Executive Assistant to the HR Director
- VACANT* — Associate Director of Human Resources
- Daniella Donald — Benefits Manager
- Loriann Mazzola — HR Specialist
- Ticey Rosario — HR Specialist
- Ileana Datcu — HR Specialist
- Vivian Ong — HR Specialist
- Timekeepers
- VACANT* — IT Bus Data Rep Analyst

Please note that after the snapshot date:
- The Associate Director of Human Resources role is currently vacant
- IT Bus Data Rep Analyst role is currently vacant
- Exec Asst to VP of Admin & Planning role is currently vacant

*Organization chart is current as of the snapshot date: June 1, 2023

Anthony E. Munroe
President

America Roman
Executive Assistant

S. Raschaad Hoggard
Chief of Staff

Douglas Israel
Director of Gov. Relations
& External Relations

Odelia Levy
Chief Diversity Officer &
Special Advisor to President

Theresa Wade
Deputy Director of Diversity
& Title IX Compliance

Liany Stronconi
Digital Recruiter

Michael Reyes
Special Legal Counsel &
Labor Designee

VACANT*
Director of TPAC

Lisa Panzera
Director of Shirley Fiterman
Art Center

Lilly McEachern
Curatorial Assistant

Karen Wilson-Stevenson
Interim Exec Director of
Public Affairs

Thomas Volpe
Director of Publications

Rosslyn Pieters
Associate Director of
Marketing

Lynn McGee
Communications
Publication Editorial
Manager

Robert Gizis
Communications Electronic
Media Manager

Cynthia Blayer
Web Content Manager

Louis Chan
Digital Marketing
Coordinator

John Cody Lyon
External Writer

Jeffrey Wong
Graphic Designer

David Pangburn
Multimedia & Video
Specialist

Judie Eisenberg
Dean for Sponsored
Research & Grants

Aleksandra Cataruzolo
Asst. Director of Grants

Onika Duke
Grants Associate

Karen Wilson-Stevenson
Interim VP of Institutional
Advancement

Mitchelle Henriques
Exec Coordinator to VP

VACANT*
Director of Corp &
Foundation Relations

Jennifer Towles
Director of Major Gifts &
Planned Giving

Geneen McCauley
Associate Director of
Annual Giving

VACANT*
Development Specialist
(Asst. Dir. of Development)

Please note that after the snapshot date:
- The Director of TPAC role is vacant
- Director of Corp & Foundation Relations role is vacant
- Development Specialist (Asst. Dir. of Development) role is vacant

*Organization chart is current as of the snapshot date: June 1, 2023

Appendix B   Reaffirmation Letter

This Appendix contains the most recent Reaffirmation Letter.

Borough of Manhattan Community College
The City University of New York
www.bmcc.cuny.edu

199 Chambers Street
New York, NY 10007-1097
tel. 212-220-1230
fax 212-220-1244

REAFFIRMATION OF COMMITMENT TO AFFIRMATIVE ACTION, EQUAL OPPORTUNITY, DIVERSITY, AND INCLUSION

The Borough of Manhattan Community College (BMCC) and the City University of New York (CUNY) have a long-standing commitment to affirmative action, equal opportunity, diversity, and inclusion. At BMCC, we value the rich diversity of experience and knowledge that the entire community brings to the College. We are all enriched and strengthened by the diversity of backgrounds, perspectives, and ideas. Consequently, I reaffirm BMCC's commitment, and my own commitment, to the principles of affirmative action, equal opportunity, diversity, and inclusion at BMCC. This is reflected in our compliance with the CUNY Policy on Equal Opportunity and Non-Discrimination as well as the CUNY Policy on Sexual Misconduct.

The Equal Opportunity and Non-Discrimination Policy states CUNY's commitment to recruit, employ, retain, promote, and provide benefits to employees without regard to race, color, creed, national origin, ethnicity, ancestry, religion, age, sex (including pregnancy, childbirth and related conditions), sexual orientation, gender, gender identity, marital status, partnership status, disability, genetic information, alienage, citizenship, military or veteran status, unemployment status, status as a victim of domestic violence/stalking/sex offenses, or any other legally prohibited basis in accordance with federal, state and city laws. Additionally, as a federal contractor, CUNY engages in affirmative action for women, minorities, individuals with disabilities, and veterans consistent with federal requirements for employees in all title groups. Italian Americans are included among CUNY's protected groups.

I invite you to visit the CUNY website to review the CUNY Policy on Equal Opportunity and Non-Discrimination in its entirety, as well as the CUNY Policy on Sexual Misconduct, and the Reasonable Accommodations and Academic Adjustments policy. Applicants or employees seeking to request a reasonable accommodation should contact Human Resources at officeofhumanresources@bmcc.cuny.edu. Additional information about campus resources may be found on the BMCC website, as well as the BMCC Office of Compliance and Diversity website.

At BMCC, our leaders and administrators are responsible for maintaining a work environment free from discrimination and harassment. Our leadership team fully supports our policies and practices to foster non-discrimination, affirmative action, and diversity and inclusion. The vice presidents, deans, directors, managers, and supervisors all share an ongoing responsibility for ensuring our compliance with these policies and laws. I have assigned the responsibility for the implementation and monitoring of our compliance program to the Chief Diversity Officer and Special Advisor to the President, Odelia Levy, who serves as the 504/ADA Coordinator and Title IX Coordinator, and to Theresa Wade, Deputy Director of Diversity & Title

IX Compliance. The Chief Diversity Officer and Deputy Director oversee the investigation of internal complaints of unlawful discrimination or harassment. The Office of Compliance and Diversity is located at Fiterman Hall, 245 Greenwich Street, Room 430. If you have a complaint of unlawful discrimination, unlawful harassment, or retaliation, including sexual harassment, or would like additional information, please contact the Chief Diversity Officer at OLevy@bmcc.cuny.edu or at 212-220-1236 or the Deputy Director at TWade@bmcc.cuny.edu or at 212-220-1273. All complaints of unlawful discrimination and harassment can be reported on the CUNY University-Wide Discrimination and Retaliation Reporting Portal (https://www.cuny.edu/about/administration/offices/hr/discrimination-and-retaliation-report-form). In addition, all complaints of misconduct can be reported via the Report of Alleged Misconduct form (https://www.cuny.edu/about/administration/offices/legal-affairs/policies-resources/reporting-of-alleged-miscounduct/).

As part of our culture of care, BMCC is firmly committed to promoting equity and inclusion. I ask for your continued support to ensure equal opportunity, affirmative action, diversity and inclusion in all programs and practices at BMCC. These initiatives foster an environment in which all members feel welcomed and valued.

Sincerely,

Dr. Anthony E. Munroe
President
Borough of Manhattan Community College

Date: September 19, 2023

Appendix C **CUNY Policies**

This Appendix has the text of major CUNY policies related to affirmative action and equal employment opportunity.

EQUAL OPPORTUNITY AND NON-DISCRIMINATION POLICY

The City University of New York ("University" or "CUNY"), located in a historically diverse municipality, is committed to a policy of equal employment and equal access in its educational programs and activities. Diversity, inclusion, and an environment free from discrimination are central to the mission of The University.

It is the policy of The University—applicable to all colleges and units— to recruit, employ, retain, promote, and provide benefits to employees (including paid and unpaid interns) and to admit and provide services for students without regard to race, color, creed, national origin, ethnicity, ancestry, religion, age, sex (including pregnancy, childbirth and related conditions), sexual orientation, gender, gender identity, marital status, partnership status, disability, genetic information, alienage, citizenship, military or veteran status, status as a victim of domestic violence/stalking/sex offenses, unemployment status, or any other legally prohibited basis in accordance with federal, state and city laws.

It is also The University's policy to provide reasonable accommodations to applicants, employees and other persons on the basis of disability, religious practices, pregnancy or childbirth-related medical conditions, or status as victims of domestic violence/stalking/sex offenses.

This Policy also prohibits retaliation for reporting or opposing discrimination, or cooperating with an investigation of a discrimination complaint.

AFFIRMATIVE ACTION POLICY

CUNY has had policies related to affirmative action plans since the early 1970s. CUNY's Affirmative Action Policy of May 28, 1985 is part of its Manual of General Policy.

ARTICLE V FACULTY, STAFF AND ADMINISTRATION
Policy 5.04 - Affirmative Action:

RESOLVED, that the Board of Trustees of The City University of New York reaffirms its commitment to affirmative action and directs the Chancellery and the colleges to reemphasize the taking of the positive steps that will lead to recruiting, hiring, retaining, tenuring, and promoting increased numbers of qualified minorities and women. (Board of Trustees Minutes, 1985-05-28, Section 6-C)

SEXUAL MISCONDUCT POLICY
CUNY's Policy on Sexual Misconduct addresses sexual harassment, gender-based harassment and sexual violence. It outlines procedures applicable to students and employees for addressing complaints.

Every member of The City University of New York ("CUNY") community, including students, employees and visitors, deserves the opportunity to live, learn and work free from Sexual Misconduct (sexual harassment, gender-based

harassment and sexual violence). Accordingly, CUNY is committed to:
• Defining conduct that constitutes prohibited Sexual Misconduct;
• Providing clear guidelines for students, employees and visitors on how to report incidents of Sexual Misconduct and a commitment that any complaints will be handled respectfully;
• Promptly responding to and investigating allegations of Sexual Misconduct, pursuing disciplinary action when appropriate, referring the incident to local law enforcement when appropriate, and taking action to investigate and address any allegations of retaliation;
• Providing ongoing assistance and support to students and employees who make allegations of Sexual Misconduct;
• Providing awareness and prevention information on Sexual Misconduct, including widely disseminating this policy, as well as a "students' bill of rights" and implementing training and educational programs on Sexual Misconduct to college constituencies; and
• Gathering and analyzing information and data that will be reviewed in order to improve safety, reporting, responsiveness and the resolution of incidents.

This is the sole policy at CUNY addressing Sexual Misconduct and is applicable at all college and units at the University. It will be interpreted in accordance with the principles of academic freedom adopted by CUNY's Board of Trustees.

OTHER POLICIES
It is our policy to recruit, employ, retain, promote, and provide benefits to employees and to admit and provide services for students without regard to race, color, national or ethnic origin, religion, age, sex, sexual orientation, gender identity, marital status, disability, genetic predisposition or carrier status, alienage, citizenship, military or veteran status, unemployment status or status as victim of domestic violence.

Management reaffirms its non-discrimination policies annually.

Other important policies available on CUNY's "Policies and Resources" webpage include:

•Campus and Workplace Violence Policy
•Domestic Violence and the Workplace Policy
•Procedures for Implementing Reasonable Accommodations and Academic Adjustments

CUNY campuses report crime statistics, including statistics relating to sexual violence under the federal Jeanne Clery Act. Information is available from the campus Office of Public Safety (list name of office and/or website).

Appendix D-1   **Utilization Analysis - Staff Job Groups**   APP

This Appendix provides a utilization analysis for each staff job group that has five or more employees.

Underutilization occurs where the utilization of a protected group is less than 80% of Labor Market Availability. We calculate a number approximating the number of full-time employees that would be needed to make utilization equal to the labor market.

Details of internal and external factors in estimating the labor market are provided.

Underutilization numbers for females and total minorities represent placement goals when there are opportunities for hiring/advancement.

Total Minority is comprised of Asian/Hawaiian/Other Pacific Islander, Black/African American, Hispanic/Latino, American Indian/Alaska Native and Two or More Races.

Category: Executive/Administrative/Managerial

Job Group: **Admin 1: Executive**

Description: Executive Compensation Plan (Other Than Chief Executive)

Appointments: 21

Weight	Availability Factors
50.00%	ACS 2017-2021 National workforce with a minimum of Bachelor's degree plus eight years of experience (proxy age of 29 and higher) in selected occupations (0010, 0020, 0060, 0101, 0102, 0110, 0120, 0136, 0230, 0565, 2100).
50.00%	Employees in titles Professor or Higher Education Officer as of 6/1/22; tenure or permanency not required.

Titles held by employees in this group

04315	Administrator
04321	Assc Administrator
04320	Assc Dean
04723	Asst Administrator
04722	Asst Dean
04316	Asst Vice President
04314	Dean
04701	Sr Vice President
04702	Vice President

Utilization Report					
	Female	**Total Minority**	**Asian/Nat. Haw./Other Pac. Isl.**	**Black/African American**	**Hispanic/ Latino**
Number of Employees	10	12	3	6	3
Underutilized (Y = Yes)					
Number Underutilized					
Actual Utilization	47.6%	57.1%	14.3%	28.6%	14.3%
Labor Market Availability	45.6%	29.6%	10.0%	8.9%	8.8%

Category: Executive/Administrative/Managerial

Job Group: Admin 2: Managerial

Description: HE Officer series administrators-senior level

Appointments: 117

Weight   Availability Factors

55.00%   ACS 2017-2021 NY/NJ MSA workforce with a minimum of Bachelor's degree plus six years or experience (proxy age of 27 or higher) in selected occupations (0020, 0060, 0101, 0102, 0110, 0120, 0136, 0230, 0565, 9800).

45.00%   Employees in title Higher Education Assistant of of 6/1/22; tenure or permanency not required.

Titles held by employees in this group

04073	EOC HE Associate
04074	EOC HE Officer
04075	HE Associate
04097	HE Officer

Utilization Report				
Female	**Total Minority**	**Asian/Nat. Haw./Other Pac. Isl.**	**Black/African American**	**Hispanic/ Latino**
Number of Employees 79	75	16	40	17
Underutilized (Y = Yes)				
Number Underutilized				
Actual Utilization 67.5%	64.1%	13.7%	34.2%	14.5%
Labor Market Availability 57.7%	51.7%	14.2%	17.4%	17.8%

Category: Executive/Administrative/Managerial

Job Group: **Admin 2: Managerial Adjunct**

Description: Adjunct HE Officer series administrators (all levels)

Appointments: 106

Weight   **Availability Factors**

55.00%   Identical to Administration 2 Group (Full Time).

45.00%   Identical to Administration 2 Group (Full Time).

Titles held by employees in this group

04689   Non-Teaching Adjunct 1

04688   Non-Teaching Adjunct 2

04687   Non-Teaching Adjunct 3

04686   Non-Teaching Adjunct 4

04685   Non-Teaching Adjunct 5

	Utilization Report				
	Female	**Total Minority**	**Asian/Nat. Haw./Other Pac. Isl.**	**Black/African American**	**Hispanic/ Latino**
Number of Employees	63	66	9	36	20
Underutilized (Y = Yes)			Y		
Number Underutilized			6		
Actual Utilization	59.4%	62.3%	8.5%	34.0%	18.9%
Labor Market Availability	57.7%	51.7%	14.2%	17.4%	17.8%

Category: Executive/Administrative/Managerial

Job Group: **Managerial: Facilities**

Description: Facility Superintendents and Managers

Appointments: 5

Weight	Availability Factors
55.00%	ACS 2017-2021 NY/NJ MSA, minimum of High School Diploma plus six years experience (proxy age of 23 or higher) in selected occupations (0102, 0410)
45.00%	Employees in titles Custodial Supervisor (all levels), Laborer, Supervisor (Laborer and Maintenance) and Principal Park Supervisor, permanency not required, as of 6/1/22.

Titles held by employees in this group

04975   Admin Supt Builds Grds

04984   Chief Admin Supt - Competitive

Utilization Report				
	Female	**Total Minority**	**Asian/Nat. Haw./Other Pac. Isl.**	**Black/African American**	**Hispanic/ Latino**
Number of Employees	1	3	0	1	2
Underutilized (Y = Yes)					
Number Underutilized					
Actual Utilization	20.0%	60.0%	0.0%	20.0%	40.0%
Labor Market Availability	26.3%	57.8%	4.9%	26.6%	24.3%

Category: Executive/Administrative/Managerial

Job Group: **Managerial: Security**

Description: Campus Security-Managers

Appointments: 6

Weight   **Availability Factors**

30.00%   ACS 2017-2021 NY/NJ MSA with minimum of one year of college, New York State residency and minimum of eight years of experience (proxy age of 25 or higher) in selected occupations (0425, 3700, 3710).

70.00%   Employees with Civil Service permanency in titles Campus Public Safety Sergeant or Campus Security Specialist as of 6/1/2022.

Titles held by employees in this group

04980   Campus Security Asst Dir

04979   Campus Security Dir

	Utilization Report				
	Female	**Total Minority**	**Asian/Nat. Haw./Other Pac. Isl.**	**Black/African American**	**Hispanic/ Latino**
Number of Employees	0	5	0	1	4
Underutilized (Y = Yes)	Y			Y	
Number Underutilized	1			1	
Actual Utilization	0.0%	83.3%	0.0%	16.7%	66.7%
Labor Market Availability	20.6%	68.9%	6.6%	33.2%	27.8%

Category: Professional Non-Faculty

Job Group: **Accountant: Professional**

Description: Accounting-Professionals

Appointments: 6

Weight   **Availability Factors**

50.00%   ACS 2017-2021 NY/NJ MSA workforce with Bachelor's degree of higher in selected occupations (0530, 0800, 0820, 0830).

50.00%   Employees with Civil Service permanency in titles of Accounting Assistant, Purchasing Agent Assistant or EOC Accounting Assistant, who have earned a BA degree or higher, as of 6/1/2022.

Titles held by employees in this group

04801   Finance Accountant

12121   Purchasing Agent

	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino
Number of Employees	6	5	0	3	2
Underutilized (Y = Yes)			Y		
Number Underutilized			2		
Actual Utilization	100.0%	83.3%	0.0%	50.0%	33.3%
Labor Market Availability	61.9%	51.7%	29.4%	9.6%	11.5%

Utilization Report

Category: Professional Non-Faculty

Job Group: Admin 3: Professional

Description: HE Officer Series: Entry and mid-level administrators

Appointments: 220

Weight	Availability Factors
90.00%	ACS 2017-2021 NY/NJ MSA workforce with minimum of Bachelor's degree in selected occupations (0520-0750, 1006, 1031, 1032, 2002, 2145, 2825, 2830, 2840, 2850, 2865, 5710, 5920, 9810).
10.00%	Employees in titles CUNY Office Assistant, CUNY Admin Assistant, EOC Office Assistant and EOC Administrative Assistant holding a minimum of a Bachelor's degree as of 6/1/22; permanency not required.

Titles held by employees in this group

04017	Asst to HEO
04071	EOC Assistant to HEO
04072	EOC HE Assistant
04099	HE Assistant
04132	Research Asst

Utilization Report

	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino
Number of Employees	155	185	31	96	52
Underutilized (Y = Yes)					
Number Underutilized					
Actual Utilization	70.5%	84.1%	14.1%	43.6%	23.6%
Labor Market Availability	59.3%	39.5%	16.5%	9.6%	10.4%

Category: Professional Non-Faculty

Job Group: **Info Tech: Professional**

Description: Information Technology-Professionals

Appointments: 38

Weight	Availability Factors
75.00%	ACS 2017-2021 NY/NJ MSA with minimum of a High School Diploma and four years of experience (proxy age of 21 or higher) in selected occupations (1006, 1007, 1010, 1021, 1022, 1065, 1105, 1106, 1108).
25.00%	Employees in titles IT Support Assistant and CUNY Office Assistant, permanency not required, as of 6/1/2022.

Titles held by employees in this group

04877	IT Associate
04875	IT Asst
04029	IT Bus Data Rep Analyst
04880	IT Sr Associate

Utilization Report

	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino
Number of Employees	15	34	11	10	12
Underutilized (Y = Yes)					
Number Underutilized					
Actual Utilization	39.5%	89.5%	28.9%	26.3%	31.6%
Labor Market Availability	38.1%	59.4%	30.2%	13.0%	13.9%

Category:　　Administrative Support Workers

Job Group:　　**Accountant: Assistant**

Description:　　Accounting-Support staff

Appointments:　7

Weight　　**Availability Factors**

70.00%　　ACS 2017-2021 NY/NJ MSA workforce with minimum of High School Diploma in selected occupations (5110 - 5160).

30.00%　　Employees in titles CUNY Office Assistant or EOC Office Assistant, Civil Service permanency not required; as of 6/1/2022.

Titles held by employees in this group

12120　　　　Asst Purchasing Agent

04800　　　　Finance Accountant Asst

Utilization Report					
	Female	**Total Minority**	**Asian/Nat. Haw./Other Pac. Isl.**	**Black/African American**	**Hispanic/ Latino**
Number of Employees	7	6	2	2	2
Underutilized (Y = Yes)					
Number Underutilized					
Actual Utilization	100.0%	85.7%	28.6%	28.6%	28.6%
Labor Market Availability	79.6%	53.3%	12.2%	18.1%	20.2%

Category:　　Administrative Support Workers

Job Group:　　**Administrative Assistant**

Description:　　Administrative Assistants-Senior level

Appointments: 9

Weight	Availability Factors
0.00%	Internal Only - Promotional Title
100.00%	Employees in the CUNY Office Assistant title with Civil Service permanency and having achieved levels 3, 3A, or 4 as of 6/1/2022.

Titles held by employees in this group

04804　　CUNY Admin Asst

Utilization Report					
	Female	**Total Minority**	**Asian/Nat. Haw./Other Pac. Isl.**	**Black/African American**	**Hispanic/ Latino**
Number of Employees	9	8	2	3	2
Underutilized (Y = Yes)					Y
Number Underutilized					1
Actual Utilization	100.0%	88.9%	22.2%	33.3%	22.2%
Labor Market Availability	89.4%	77.7%	10.0%	36.6%	29.3%

Category: Administrative Support Workers

Job Group: **Office Assistant**

Description: Administrative Office Assistants-Entry level

Appointments: 73

Weight   Availability Factors

65.00%   ACS 2017-2021 NY/NJ MSA with minimum of High School Diploma in selected occupations (4720, 4740, 5220, 5230, 5240, 5740, 5810, 5820, 5860).

35.00%   Employees in the title of College Assistant (hourly) as of 6/1/2022.

Titles held by employees in this group

04802   CUNY Office Assistant

04870   EOC Office Assistant

Utilization Report				
Female	**Total Minority**	**Asian/Nat. Haw./Other Pac. Isl.**	**Black/African American**	**Hispanic/ Latino**
Number of Employees 65	65	10	24	25
Underutilized (Y = Yes)				
Number Underutilized				
Actual Utilization 89.0%	89.0%	13.7%	32.9%	34.2%
Labor Market Availability 71.8%	58.9%	15.0%	17.6%	23.5%

Category: Administrative Support Workers

Job Group: **Office Assistant Adjunct**

Description: Hourly Administrative Office Assistants-Entry level

Appointments: 383

Weight   Availability Factors

100.00%   Identical to CUNY Office Assistant Group (Full Time) except that availability is 100% external.

0.00%   NA

Titles held by employees in this group

    10102   College Assistant

    04882   EOC Assistant

	Utilization Report				
	Female	**Total Minority**	**Asian/Nat. Haw./Other Pac. Isl.**	**Black/African American**	**Hispanic/ Latino**
Number of Employees	240	325	79	96	134
Underutilized (Y = Yes)					
Number Underutilized					
Actual Utilization	62.7%	84.9%	20.6%	25.1%	35.0%
Labor Market Availability	76.3%	49.8%	11.5%	15.0%	20.5%

Category: Technicians

Job Group: **Info Tech: Technician**

Description: Information Technology-Tech Support

Appointments: 8

Weight   **Availability Factors**

85.00%   ACS 2017-2021 NY/NJ MSA with minimum of a High School Diploma in occupation 1050.

15.00%   CUNY employees in the hourly IT Support Assistant title as of 6/1/2022.

Titles held by employees in this group

   04865   IT Support Asst

	Utilization Report				
	Female	**Total Minority**	**Asian/Nat. Haw./Other Pac. Isl.**	**Black/African American**	**Hispanic/ Latino**
Number of Employees	5	7	1	1	5
Underutilized (Y = Yes)			Y		
Number Underutilized			1		
Actual Utilization	62.5%	87.5%	12.5%	12.5%	62.5%
Labor Market Availability	23.3%	57.7%	25.3%	12.4%	17.6%

Category: Technicians

Job Group: Info Tech: Technician Adjunct

Description: Hourly Information Technology-Tech Support

Appointments: 8

Weight   **Availability Factors**

100.00%   Identical to IT Technician Group (Full Time) except that availability is 100% external.

0.00%   NA

Titles held by employees in this group

04865   IT Support Asst

	Utilization Report				
	Female	**Total Minority**	**Asian/Nat. Haw./Other Pac. Isl.**	**Black/African American**	**Hispanic/ Latino**
Number of Employees	2	7	1	2	3
Underutilized (Y = Yes)			Y		
Number Underutilized			1		
Actual Utilization	25.0%	87.5%	12.5%	25.0%	37.5%
Labor Market Availability	21.9%	52.9%	24.8%	10.9%	14.6%

Category:　Technicians

Job Group:　　**Print Media Technician**

Description:　　Print Shop Technicians and related titles

Appointments:　8

Weight　　**Availability Factors**

100.00%　　ACS 2017-2021 NY/NJ MSA in selected occupations (5900, 8250, 8255, 8256, 8830).

0.00%　　NA

Titles held by employees in this group

04808　　　　Graphics Designer

04805　　　　Print Shop Assistant

04806　　　　Print Shop Associate

04807　　　　Print Shop Coordinator

Utilization Report				
Female	**Total Minority**	**Asian/Nat. Haw./Other Pac. Isl.**	**Black/African American**	**Hispanic/ Latino**
Number of Employees 3	7	2	1	4
Underutilized (Y = Yes)				
Number Underutilized				
Actual Utilization 37.5%	87.5%	25.0%	12.5%	50.0%
Labor Market Availability 31.1%	50.7%	13.2%	10.1%	25.1%

Category: Craft Workers

Job Group: **Skilled Trades: Not Supervisory**

Description: Skilled Trades-Not supervisory

Appointments: 44

Weight   Availability Factors

90.00%   ACS 2017-2021 NY/NJ MSA in selected occupations (6230, 6250, 6355, 6410, 6440, 6460, 6515, 6700, 7300, 7350, 7540, 8030, 8500, 8600, 8610, 8630).

10.00%   Employees in titles Maintenance Worker or any of the Skilled Trade Helper titles, permanency not required, as of 6/1/2022.

Titles held by employees in this group

04899	Carpenter
91717	Electrician
04905	Locksmith
04891	Oiler
91830	Painter
91915	Plumber
04915	Stationary Engineer
91940	Thermostat Repairer

Utilization Report				
	Female	**Total Minority**	**Asian/Nat. Haw./Other Pac. Isl.**	**Black/African American**	**Hispanic/ Latino**
Number of Employees	0	19	3	5	11
Underutilized (Y = Yes)	Y				
Number Underutilized	1				
Actual Utilization	0.0%	43.2%	6.8%	11.4%	25.0%
Labor Market Availability	2.6%	46.2%	4.7%	10.6%	27.9%

Category: Craft Workers

Job Group: **Laborers and Helpers**

Description: Entry-Level Craft Workers

Appointments: 9

Weight   Availability Factors

55.00%   ACS 2017-2021 NY/NJ MSA in selected occupations (6260, 6600, 6730, 7610, 8810, 8950, 9620, 9760, 9760).

45.00%   CUNY employees in the Custodial Assistant and Custodial Supervisor titles, permanency not required, as of 6/1/2022.

Titles held by employees in this group

90702	Laborer
12200	Stock Worker
12202	Stock Worker Supervisor

Utilization Report				
	Female	**Total Minority**	**Asian/Nat. Haw./Other Pac. Isl.**	**Black/African American**	**Hispanic/ Latino**
Number of Employees	0	8	0	6	2
Underutilized (Y = Yes)	Y		Y		Y
Number Underutilized	2		1		2
Actual Utilization	0.0%	88.9%	0.0%	66.7%	22.2%
Labor Market Availability	19.9%	73.8%	6.8%	24.3%	40.5%

Category: Service Workers

Job Group: **Campus Public Safety Sergeant**

Description: Campus Security-Supervisors and Specialists

Appointments: 9

Weight	Availability Factors
0.00%	Internal Only-Promotional Title
100.00%	CUNY employees in the title of Campus Peace Officer with Civil Service permanency and two years of permanent service as of 6/1/2022.

Titles held by employees in this group

04846   Campus Pub Safety Sergeant

Utilization Report					
	Female	**Total Minority**	**Asian/Nat. Haw./Other Pac. Isl.**	**Black/African American**	**Hispanic/ Latino**
Number of Employees	6	8	0	7	1
Underutilized (Y = Yes)					Y
Number Underutilized					2
Actual Utilization	66.7%	88.9%	0.0%	77.8%	11.1%
Labor Market Availability	24.0%	86.3%	4.5%	49.2%	30.7%

Category: Service Workers

Job Group: **Campus Peace Officer**

Description: Campus Security-Mid level staff

Appointments: 15

Weight	Availability Factors
60.00%	ACS 2017-2021 NY/NJ MSA with minimum of High School Diploma, New York State residency, and minimum age of 21 in selected occupations (3802, 3930, 3940, 3945, 3946, 3960).
40.00%	Employees in the title of Campus Security Assistant, Civil Service permanency not required, as of 6/1/2022.

Titles held by employees in this group

04844   Campus Peace Officer

	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino
			Utilization Report		
Number of Employees	3	15	3	6	6
Underutilized (Y = Yes)	Y				
Number Underutilized	2				
Actual Utilization	20.0%	100.0%	20.0%	40.0%	40.0%
Labor Market Availability	30.1%	77.9%	13.7%	42.4%	19.7%

Category: Service Workers

Job Group: **Campus Security Assistant**

Description: Campus Security-Entry level staff

Appointments: 32

Weight	Availability Factors
90.00%	ACS 2017-2021 NY/NJ MSA with minimum of High School Diploma, New York State residency and minimum age of 18 in selected occupations (3930, 3940, 3945, 3946, 3960).
10.00%	Employees in title Campus Security Assistant (Hourly), permanency not required, as of 6/1/2022.

Titles held by employees in this group

04841   Campus Security Asst

Utilization Report					
	Female	**Total Minority**	**Asian/Nat. Haw./Other Pac. Isl.**	**Black/African American**	**Hispanic/ Latino**
Number of Employees	13	31	4	22	5
Underutilized (Y = Yes)					Y
Number Underutilized					3
Actual Utilization	40.6%	96.9%	12.5%	68.8%	15.6%
Labor Market Availability	30.6%	71.1%	8.2%	36.4%	23.6%

Category: Service Workers

Job Group: **Campus Security Assistant Adjunct**

Description: Hourly Campus Security-Entry level staff

Appointments: 6

Weight   Availability Factors

100.00%   Identical to Campus Security Assistant Group (Full Time) except that availability is 100% external.

0.00%   NA

Titles held by employees in this group

    04841   Campus Security Asst

	Utilization Report				
	Female	**Total Minority**	**Asian/Nat. Haw./Other Pac. Isl.**	**Black/African American**	**Hispanic/ Latino**
Number of Employees	4	6	0	2	4
Underutilized (Y = Yes)					
Number Underutilized					
Actual Utilization	66.7%	100.0%	0.0%	33.3%	66.7%
Labor Market Availability	30.7%	68.5%	7.0%	35.6%	22.7%

Category: Service Workers

Job Group: **Custodial: Supervisory**

Description: Custodial-Supervisors (all titles)

Appointments: 14

Weight   Availability Factors

0.00%   Internal Only-Promotional Title

100.00%   Employees in title Custodial Assistant and are not temporary as of 6/1/2022.

Titles held by employees in this group

80560	Custodial Asst Principal Supv
80561	Custodial Principal Supv
80535	Custodial Sr Supervisor
04862	Custodial Supervisor

Utilization Report					
	Female	**Total Minority**	**Asian/Nat. Haw./Other Pac. Isl.**	**Black/African American**	**Hispanic/ Latino**
Number of Employees	5	14	0	11	3
Underutilized (Y = Yes)			Y		Y
Number Underutilized			1		3
Actual Utilization	35.7%	100.0%	0.0%	78.6%	21.4%
Labor Market Availability	36.5%	90.8%	6.5%	42.8%	41.3%

Category: Service Workers

Job Group: **Custodial: Assistant**

Description: Custodial-Entry level

Appointments: 53

Weight   **Availability Factors**

65.00%   ACS 2017-2021 NY/NJ MSA in occupation 4220.

35.00%   CUNY employees in title Custodial Assistant (Hourly) as of 6/1/2022.

Titles held by employees in this group

04861   Custodial Assistant

	Utilization Report				
	Female	**Total Minority**	**Asian/Nat. Haw./Other Pac. Isl.**	**Black/African American**	**Hispanic/ Latino**
Number of Employees	19	51	1	25	25
Underutilized (Y = Yes)			Y		
Number Underutilized			2		
Actual Utilization	35.8%	96.2%	1.9%	47.2%	47.2%
Labor Market Availability	33.4%	77.6%	5.0%	29.2%	41.2%

Category: Service Workers

Job Group: **Custodial: Assistant Adjunct**

Description: Hourly Custodial-Entry level

Appointments: 30

Weight   **Availability Factors**

100.00%   Identical to Custodial Assistant Group (Full Time) except that availability is 100% external.

0.00%   NA

Titles held by employees in this group

04861   Custodial Assistant

	Utilization Report				
	Female	**Total Minority**	**Asian/Nat. Haw./Other Pac. Isl.**	**Black/African American**	**Hispanic/ Latino**
Number of Employees	8	30	0	21	9
Underutilized (Y = Yes)			Y		Y
Number Underutilized			2		4
Actual Utilization	26.7%	100.0%	0.0%	70.0%	30.0%
Labor Market Availability	29.3%	71.6%	5.8%	18.6%	44.6%

Appendix D-2   **Utilization Analysis - College Laboratory Technicians**

This Appendix provides a utilization analysis for College Laboratory Technicians in groups with five or more employees.

Underutilization occurs where utilization of a given group is less than 80% of Labor Market Availability. We calculate a number approximating the number of full-time employees that would be needed to make utilization equal to the labor market.

Underutilization numbers for females and total minorities represent specific placement goals when there are opportunities for hiring/advancement.

Details of internal and external factors in estimating the labor market are provided.

Total Minority is comprised of Asian/Hawaiian/Other Pacific Islander, Black/African American, Hispanic/Latino, American Indian/Alaska Native, and Two or More Races.

Admin 4: College Lab Technician

Weight **Availability Factors**

100.00% ACS 2017-2021 NY/NJ MSA with minimum of High School Diploma. Selected occupations for the Scientific/Technical/IT specialty (1050, 1910, 1920, 1970). Selected occupations for others (2440, 2555).

Grouping: College Lab Tech: Science, Tech, Eng.

Appointments: 20

Employees in this category work in the following department(s):

10064	Computer Applications
10195	Mathematics
10416	Media Arts and Technology
10199	Medical Technology
10211	Nursing
10165	Science

Utilization Report

	Female	Total Minority	Asian/Nat. Haw./Oth Pac. Isl.	Black/African American	Hispanic/ Latino
Number of Employees	8	16	6	7	3
Underutilized (Y = Yes)					
Number Underutilized					
Actual Utilization	40.0%	80.0%	30.0%	35.0%	15.0%
Labor Market Availability	47.1%	31.3%	17.5%	4.9%	6.0%

Admin 4: College Lab Technician

Weight   **Availability Factors**

100.00%   ACS 2017-2021 NY/NJ MSA with minimum of High School Diploma. Selected occupations for the Scientific/Technical/IT specialty (1050, 1910, 1920, 1970). Selected occupations for others (2440, 2555).

Grouping: College Lab Tech: Other

Appointments: 15

Employees in this category work in the following department(s):

10260	Academic Literacy & Linguistic
10022	Art & Music
75012	Athletics & Recreation
10042	Business Administration
10396	Continuing Education
80130	CUNYstart Program
80334	Edu. Opportunity & Diversity P
10115	Fine And Performing Arts
75125	Freshman Year Program (Academ)
65068	Language Immersion Program
10204	Modern Languages & Literatures
10289	Speech/Communication/Theatre A

	Utilization Report				
	Female	Total Minority	Asian/Nat. Haw./Oth Pac. Isl.	Black/African American	Hispanic/ Latino
Number of Employees	4	12	0	5	7
Underutilized (Y = Yes)	Y		Y		
Number Underutilized	9		1		
Actual Utilization	26.7%	80.0%	0.0%	33.3%	46.7%
Labor Market Availability	83.8%	42.8%	8.7%	13.3%	18.3%

Admin 4: College Lab Technician Adjunct

Weight   Availability Factors

100.00%   Identical to Administration 4 Group (Full Time).

Grouping: College Lab Tech: Science, Tech, Eng.

Appointments: 68

Employees in this category work in the following department(s):

10064   Computer Applications

10195   Mathematics

10416   Media Arts and Technology

10199   Medical Technology

10211   Nursing

10165   Science

	Utilization Report				
	Female	**Total Minority**	**Asian/Nat. Haw./Oth Pac. Isl.**	**Black/African American**	**Hispanic/ Latino**
Number of Employees	21	47	11	15	21
Underutilized (Y = Yes)	Y				
Number Underutilized	11				
Actual Utilization	30.9%	69.1%	16.2%	22.1%	30.9%
Labor Market Availability	47.1%	31.3%	17.5%	4.9%	6.0%

Admin 4: College Lab Technician Adjunct

Weight   **Availability Factors**

100.00%   Identical to Administration 4 Group (Full Time).

Grouping: College Lab Tech: Other

Appointments: 29

Employees in this category work in the following department(s):

10260	Academic Literacy & Linguistic
10022	Art & Music
75012	Athletics & Recreation
10042	Business Administration
10396	Continuing Education
80130	CUNYstart Program
80334	Edu. Opportunity & Diversity P
10115	Fine And Performing Arts
75125	Freshman Year Program (Academ)
65068	Language Immersion Program
10204	Modern Languages & Literatures
10289	Speech/Communication/Theatre A

	Utilization Report				
	Female	**Total Minority**	**Asian/Nat. Haw./Oth Pac. Isl.**	**Black/African American**	**Hispanic/ Latino**
Number of Employees	18	22	1	8	13
Underutilized (Y = Yes)	Y		Y		
Number Underutilized	6		2		
Actual Utilization	62.1%	75.9%	3.4%	27.6%	44.8%
Labor Market Availability	83.8%	42.8%	8.7%	13.3%	18.3%

Appendix D-3   **Utilization Analysis - Faculty By Discipline and Job Group**

This Appendix provides a utilization analysis for combination of faculty job group and academic discipline with five or more employees.

Underutilization occurs where the utilization of a protected group is less than 80% of Labor Market Availability. We calculate a number approximating the number of full-time employees that would be needed to make utilization equal to the labor market.

Underutilization numbers for females and total minorities represent specific placement goals as prescribed for federal Affirmative Action Plans. Note underutilization measures are those calculated for the academic discipline, which may comprise more than one department.

Details of internal and external factors in estimating the labor market are provided.

Total Minority is comprised of Asian/Hawaiian/Other Pacific Islander, Black/African American, Hispanic/Latino, American Indian/Alaska Native and Two or More Races.

Area, Ethnic, Cultural, Gender, and Group Studies
Faculty in this discipline are assigned to the following department(s):

15002   Department of Ethnic and Race

Job Group   Faculty: Lecturer Adjunct

Weight   Availability Factors

100.00%   Identical to Faculty Lecturer Group (Full Time).

Total Appointments: 17

Utilization Report				
Female	**Total Minority**	**Asian/Nat. Haw./Other Pac. Isl.**	**Black/African American**	**Hispanic/ Latino**
Number of Faculty				
10	15	2	6	7
Underutilized (Y = Yes)				
Y				
Number Underutilized				
3				
Actual Utilization				
58.8%	88.2%	11.8%	35.3%	41.2%
Labor Market Availability				
74.4%	54.0%	9.2%	19.2%	21.1%

Job Group   Faculty: Professoriate

Weight   Availability Factors

100.00%   2020 NCES Degree Completions, Doctoral, Nationwide for selected disciplines (first and second majors).

Total Appointments: 10

Utilization Report				
Female	**Total Minority**	**Asian/Nat. Haw./Other Pac. Isl.**	**Black/African American**	**Hispanic/ Latino**
Number of Faculty				
7	10	3	3	4
Underutilized (Y = Yes)				
Number Underutilized				
Actual Utilization				
70.0%	100.0%	30.0%	30.0%	40.0%
Labor Market Availability				
64.0%	50.9%	7.3%	22.5%	13.8%

Job Group   Faculty: Professoriate Adjunct

Weight   Availability Factors

100.00%   Identical to Faculty Professoriate Group (Full Time).

Total Appointments: 10

	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino
Utilization Report					
Number of Faculty	5	9	1	4	4
Underutilized (Y = Yes)	Y				
Number Underutilized	1				
Actual Utilization	50.0%	90.0%	10.0%	40.0%	40.0%
Labor Market Availability	64.0%	50.9%	7.3%	22.5%	13.8%

Biological and Biomedical Sciences AND Physical Sciences
Faculty in this discipline are assigned to the following department(s):

10165   Science

Job Group   Faculty: Lecturer Adjunct

Weight   Availability Factors

100.00%   Identical to Faculty Lecturer Group (Full Time).

Total Appointments: 40

	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino
Number of Faculty	19	22	8	11	3
Underutilized (Y = Yes)					Y
Number Underutilized					2
Actual Utilization	47.5%	55.0%	20.0%	27.5%	7.5%
Labor Market Availability	59.4%	44.5%	18.4%	9.4%	13.3%

Job Group   Faculty: Professoriate

Weight   Availability Factors

100.00%   2020 NCES Degree Completions, Doctoral, Nationwide for selected disciplines (first and second majors).

Total Appointments: 56

	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino
Number of Faculty	23	23	9	1	11
Underutilized (Y = Yes)				Y	
Number Underutilized				1	
Actual Utilization	41.1%	41.1%	16.1%	1.8%	19.6%
Labor Market Availability	46.6%	25.5%	10.1%	3.7%	7.8%

Job Group   Faculty: Professoriate Adjunct

Weight   Availability Factors

100.00%   Identical to Faculty Professoriate Group (Full Time).

Total Appointments: 43

	Female	**Total Minority**	**Asian/Nat. Haw./Other Pac. Isl.**	**Black/African American**	**Hispanic/ Latino**
Number of Faculty	12	25	16	4	4
Underutilized (Y = Yes)	Y				
Number Underutilized	8				
Actual Utilization	27.9%	58.1%	37.2%	9.3%	9.3%
Labor Market Availability	46.6%	25.5%	10.1%	3.7%	7.8%

Utilization Report

Business, Management, Marketing and Support

Faculty in this discipline are assigned to the following department(s):

10005	Accounting
10042	Business Administration

Job Group   Faculty: Lecturer

Weight   Availability Factors

100.00%   2020 NCES Degree Completions, Bachelor's level and above in New York and New Jersey for selected disciplines (first and second majors).

Total Appointments: 8

Utilization Report	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino
Number of Faculty	5	6	1	3	1
Underutilized (Y = Yes)					
Number Underutilized					
Actual Utilization	62.5%	75.0%	12.5%	37.5%	12.5%
Labor Market Availability	46.7%	43.2%	13.9%	10.7%	16.0%

Job Group   Faculty: Lecturer Adjunct

Weight   Availability Factors

100.00%   Identical to Faculty Lecturer Group (Full Time).

Total Appointments: 73

Utilization Report	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino
Number of Faculty	34	44	10	27	7
Underutilized (Y = Yes)					Y
Number Underutilized					5
Actual Utilization	46.6%	60.3%	13.7%	37.0%	9.6%
Labor Market Availability	46.7%	43.2%	13.9%	10.7%	16.0%

Job Group   Faculty: Professoriate

Weight   Availability Factors

100.00%   2020 NCES Degree Completions, Doctoral, Nationwide for selected disciplines (first and second majors).

Total Appointments: 30

	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino
Number of Faculty	11	16	6	8	2
Underutilized (Y = Yes)	Y				
Number Underutilized	3				
Actual Utilization	36.7%	53.3%	20.0%	26.7%	6.7%
Labor Market Availability	47.7%	40.7%	5.6%	25.1%	7.0%

Job Group   Faculty: Professoriate Adjunct

Weight   Availability Factors

100.00%   Identical to Faculty Professoriate Group (Full Time).

Total Appointments: 15

	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino
Number of Faculty	3	7	4	3	0
Underutilized (Y = Yes)	Y			Y	Y
Number Underutilized	4			1	1
Actual Utilization	20.0%	46.7%	26.7%	20.0%	0.0%
Labor Market Availability	47.7%	40.7%	5.6%	25.1%	7.0%

Communications, Journalism, and Related

Faculty in this discipline are assigned to the following department(s):

   10416   Media Arts and Technology

Job Group   Faculty: Lecturer Adjunct

Weight   Availability Factors

100.00%   Identical to Faculty Lecturer Group (Full Time).

Total Appointments: 9

	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino
Number of Faculty	4	4	0	3	1
Underutilized (Y = Yes)	Y		Y		Y
Number Underutilized	2		1		1
Actual Utilization	44.4%	44.4%	0.0%	33.3%	11.1%
Labor Market Availability	63.8%	39.4%	5.8%	12.7%	17.1%

Job Group   Faculty: Professoriate

Weight   Availability Factors

100.00%   2020 NCES Degree Completions, Doctoral, Nationwide for selected disciplines (first and second majors).

Total Appointments: 13

	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino
Number of Faculty	5	4	0	3	1
Underutilized (Y = Yes)	Y		Y		
Number Underutilized	3		1		
Actual Utilization	38.5%	30.8%	0.0%	23.1%	7.7%
Labor Market Availability	59.9%	23.8%	5.6%	8.6%	5.8%

Job Group   Faculty: Professoriate Adjunct

Weight   Availability Factors

100.00%   Identical to Faculty Professoriate Group (Full Time).

Total Appointments: 38

	Utilization Report				
	Female	**Total Minority**	**Asian/Nat. Haw./Other Pac. Isl.**	**Black/African American**	**Hispanic/ Latino**
Number of Faculty	20	11	1	8	2
Underutilized (Y = Yes)			Y		
Number Underutilized			1		
Actual Utilization	52.6%	28.9%	2.6%	21.1%	5.3%
Labor Market Availability	59.9%	23.8%	5.6%	8.6%	5.8%

Communications, Journalism, AND Visual/Perf Arts
Faculty in this discipline are assigned to the following department(s):

10289   Speech/Communication/Theatre A

Job Group   Faculty: Instructor

Weight   Availability Factors

100.00%   2020 NCES Degree Completions, Masters Level, Nationwide for selected disciplines (first and second majors).

Total Appointments: 6

	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino
Number of Faculty	5	4	1	3	0
Underutilized (Y = Yes)					Y
Number Underutilized					1
Actual Utilization	83.3%	66.7%	16.7%	50.0%	0.0%
Labor Market Availability	62.3%	33.8%	5.6%	11.9%	11.9%

Job Group   Faculty: Lecturer

Weight   Availability Factors

100.00%   2020 NCES Degree Completions, Bachelor's level and above in New York and New Jersey for selected disciplines (first and second majors).

Total Appointments: 15

	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino
Number of Faculty	7	8	0	8	0
Underutilized (Y = Yes)	Y		Y		Y
Number Underutilized	3		1		2
Actual Utilization	46.7%	53.3%	0.0%	53.3%	0.0%
Labor Market Availability	63.5%	38.9%	7.6%	10.4%	16.6%

Job Group   Faculty: Lecturer Adjunct

Weight   Availability Factors

100.00%   Identical to Faculty Lecturer Group (Full Time).

Total Appointments: 41

Utilization Report	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino
Number of Faculty	25	15	0	9	5
Underutilized (Y = Yes)			Y		Y
Number Underutilized			3		2
Actual Utilization	61.0%	36.6%	0.0%	22.0%	12.2%
Labor Market Availability	63.5%	38.9%	7.6%	10.4%	16.6%

Job Group   Faculty: Professoriate

Weight   Availability Factors

100.00%   2020 NCES Degree Completions, Doctoral, Nationwide for selected disciplines (first and second majors).

Total Appointments: 22

Utilization Report	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino
Number of Faculty	11	6	1	4	1
Underutilized (Y = Yes)			Y		
Number Underutilized			1		
Actual Utilization	50.0%	27.3%	4.5%	18.2%	4.5%
Labor Market Availability	51.6%	23.3%	8.8%	4.6%	6.6%

Job Group   Faculty: Professoriate Adjunct

Weight   Availability Factors

100.00%   Identical to Faculty Professoriate Group (Full Time).

Job Group   Faculty: Professoriate Adjunct

Weight   Availability Factors

100.00%   Identical to Faculty Professoriate Group (Full Time).

Total Appointments: 16

	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino
Utilization Report					
Number of Faculty	7	5	1	4	0
Underutilized (Y = Yes)					Y
Number Underutilized					1
Actual Utilization	43.8%	31.3%	6.3%	25.0%	0.0%
Labor Market Availability	51.6%	23.3%	8.8%	4.6%	6.6%

Computer and Information Sciences and Support
Faculty in this discipline are assigned to the following department(s):

10064	Computer Applications

Job Group   Faculty: Lecturer Adjunct

Weight   Availability Factors

100.00%   Identical to Faculty Lecturer Group (Full Time).

Total Appointments: 33

Utilization Report

	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino
Number of Faculty	8	20	9	4	6
Underutilized (Y = Yes)					
Number Underutilized					
Actual Utilization	24.2%	60.6%	27.3%	12.1%	18.2%
Labor Market Availability	25.3%	54.6%	28.5%	9.4%	13.2%

Job Group   Faculty: Professoriate

Weight   Availability Factors

100.00%   2020 NCES Degree Completions, Doctoral, Nationwide for selected disciplines (first and second majors).

Total Appointments: 16

Utilization Report

	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino
Number of Faculty	5	11	9	1	1
Underutilized (Y = Yes)					
Number Underutilized					
Actual Utilization	31.3%	68.8%	56.3%	6.3%	6.3%
Labor Market Availability	25.7%	31.6%	13.2%	9.1%	4.8%

Job Group   **Faculty: Professoriate Adjunct**

Weight   **Availability Factors**

100.00%   Identical to Faculty Professoriate Group (Full Time).

Total Appointments: 7

	Utilization Report				
	Female	**Total Minority**	**Asian/Nat. Haw./Other Pac. Isl.**	**Black/African American**	**Hispanic/ Latino**
Number of Faculty	0	4	2	0	2
Underutilized (Y = Yes)	Y			Y	
Number Underutilized	2			1	
Actual Utilization	0.0%	57.1%	28.6%	0.0%	28.6%
Labor Market Availability	25.7%	31.6%	13.2%	9.1%	4.8%

Education

Faculty in this discipline are assigned to the following department(s):

10293   Teacher Education

Job Group   **Faculty: Lecturer Adjunct**

Weight   **Availability Factors**

100.00%   Identical to Faculty Lecturer Group (Full Time).

Total Appointments: 18

Utilization Report				
Female	**Total Minority**	**Asian/Nat. Haw./Other Pac. Isl.**	**Black/African American**	**Hispanic/ Latino**
Number of Faculty				
14	13	1	9	3
Underutilized (Y = Yes)				
Number Underutilized				
Actual Utilization				
77.8%	72.2%	5.6%	50.0%	16.7%
Labor Market Availability				
78.2%	33.7%	5.1%	11.0%	15.2%

Job Group   **Faculty: Professoriate**

Weight   **Availability Factors**

100.00%   2020 NCES Degree Completions, Doctoral, Nationwide for selected disciplines (first and second majors).

Total Appointments: 10

Utilization Report				
Female	**Total Minority**	**Asian/Nat. Haw./Other Pac. Isl.**	**Black/African American**	**Hispanic/ Latino**
Number of Faculty				
8	5	1	1	3
Underutilized (Y = Yes)				
			Y	
Number Underutilized				
			1	
Actual Utilization				
80.0%	50.0%	10.0%	10.0%	30.0%
Labor Market Availability				
68.7%	36.6%	3.8%	20.6%	9.6%

Education - Developmental

Faculty in this discipline are assigned to the following department(s):

10260	Academic Literacy & Linguistic
65017	College Now Program
10396	Continuing Education
75023	Counseling Academic
80130	CUNYstart Program
80334	Edu. Opportunity & Diversity P
65068	Language Immersion Program

Job Group   Faculty: Continuing Education

Weight   Availability Factors

100.00%   2020 NCES Degree Completions, Bachelor's level and above in New York and New Jersey for selected disciplines (first and second majors).

Total Appointments: 37

Utilization Report

	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino
Number of Faculty	25	17	6	6	5
Underutilized (Y = Yes)					
Number Underutilized					
Actual Utilization	67.6%	45.9%	16.2%	16.2%	13.5%
Labor Market Availability	64.5%	30.7%	10.7%	9.2%	8.9%

Job Group   Faculty: Developmental

Weight   Availability Factors

100.00%   ACS 2017-2021 NY/NJ MSA with minimum of a Bachelor's degree in occupation 2360 (Other Teachers and Instructors).

Job Group   Faculty: Developmental

Weight   Availability Factors

100.00%   ACS 2017-2021 NY/NJ MSA with minimum of a Bachelor's degree in occupation 2360 (Other Teachers and Instructors).

Total Appointments: 31

Utilization Report				
Female	**Total Minority**	**Asian/Nat. Haw./Other Pac. Isl.**	**Black/African American**	**Hispanic/ Latino**
Number of Faculty 18	15	2	6	7
Underutilized (Y = Yes)		Y		
Number Underutilized		1		
Actual Utilization 58.1%	48.4%	6.5%	19.4%	22.6%
Labor Market Availability 64.5%	30.7%	10.7%	9.2%	8.9%

Job Group   Faculty: Lecturer

Weight   Availability Factors

100.00%   2020 NCES Degree Completions, Bachelor's level and above in New York and New Jersey for selected disciplines (first and second majors).

Total Appointments: 11

Utilization Report				
Female	**Total Minority**	**Asian/Nat. Haw./Other Pac. Isl.**	**Black/African American**	**Hispanic/ Latino**
Number of Faculty 5	2	0	0	2
Underutilized (Y = Yes) Y	Y	Y	Y	
Number Underutilized 2	1	1	1	
Actual Utilization 45.5%	18.2%	0.0%	0.0%	18.2%
Labor Market Availability 64.5%	30.7%	10.7%	9.2%	8.9%

Job Group   Faculty: Lecturer Adjunct

Weight   Availability Factors

100.00%   Identical to Faculty Lecturer Group (Full Time).

Job Group   Faculty: Lecturer Adjunct

Weight   Availability Factors

100.00%   Identical to Faculty Lecturer Group (Full Time).

Total Appointments: 87

Utilization Report				
Female	**Total Minority**	**Asian/Nat. Haw./Other Pac. Isl.**	**Black/African American**	**Hispanic/ Latino**
Number of Faculty 50	51	11	25	14
Underutilized (Y = Yes)				
Number Underutilized				
Actual Utilization 57.5%	58.6%	12.6%	28.7%	16.1%
Labor Market Availability 64.5%	30.7%	10.7%	9.2%	8.9%

Job Group   Faculty: Professoriate

Weight   Availability Factors

100.00%   2020 NCES Degree Completions, Doctoral, Nationwide for selected disciplines (first and second majors).

Total Appointments: 32

Utilization Report				
Female	**Total Minority**	**Asian/Nat. Haw./Other Pac. Isl.**	**Black/African American**	**Hispanic/ Latino**
Number of Faculty 17	9	4	3	1
Underutilized (Y = Yes)				Y
Number Underutilized				2
Actual Utilization 53.1%	28.1%	12.5%	9.4%	3.1%
Labor Market Availability 64.5%	30.7%	10.7%	9.2%	8.9%

English Language and Literature/Letters

Faculty in this discipline are assigned to the following department(s):

10105   English Language/Literatures

Job Group   Faculty: Lecturer

Weight   Availability Factors

100.00%   2020 NCES Degree Completions, Bachelor's level and above in New York and New Jersey for selected disciplines (first and second majors).

Total Appointments: 16

	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino
Utilization Report					
Number of Faculty	12	7	3	3	1
Underutilized (Y = Yes)					Y
Number Underutilized					2
Actual Utilization	75.0%	43.8%	18.8%	18.8%	6.3%
Labor Market Availability	71.9%	37.9%	6.7%	9.2%	18.3%

Job Group   Faculty: Lecturer Adjunct

Weight   Availability Factors

100.00%   Identical to Faculty Lecturer Group (Full Time).

Total Appointments: 86

	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino
Utilization Report					
Number of Faculty	50	25	5	14	5
Underutilized (Y = Yes)		Y			Y
Number Underutilized		8			11
Actual Utilization	58.1%	29.1%	5.8%	16.3%	5.8%
Labor Market Availability	71.9%	37.9%	6.7%	9.2%	18.3%

Job Group   Faculty: Professoriate

Weight   Availability Factors

100.00%   2020 NCES Degree Completions, Doctoral, Nationwide for selected disciplines (first and second majors).

Total Appointments: 50

Utilization Report				
Female	**Total Minority**	**Asian/Nat. Haw./Other Pac. Isl.**	**Black/African American**	**Hispanic/ Latino**
Number of Faculty 32	13	3	4	4
Underutilized (Y = Yes)				
Number Underutilized				
Actual Utilization 64.0%	26.0%	6.0%	8.0%	8.0%
Labor Market Availability 59.4%	20.2%	3.7%	5.8%	6.9%

Job Group   Faculty: Professoriate Adjunct

Weight   Availability Factors

100.00%   Identical to Faculty Professoriate Group (Full Time).

Total Appointments: 16

Utilization Report				
Female	**Total Minority**	**Asian/Nat. Haw./Other Pac. Isl.**	**Black/African American**	**Hispanic/ Latino**
Number of Faculty 10	5	0	5	0
Underutilized (Y = Yes)		Y		Y
Number Underutilized		1		1
Actual Utilization 62.5%	31.3%	0.0%	31.3%	0.0%
Labor Market Availability 59.4%	20.2%	3.7%	5.8%	6.9%

Family and Consumer/Human Sciences

Faculty in this discipline are assigned to the following department(s):

10134   Health Education

Job Group   Faculty: Lecturer Adjunct

Weight   Availability Factors

100.00%   Identical to Faculty Lecturer Group (Full Time).

Total Appointments: 6

Utilization Report	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino
Number of Faculty	2	4	1	1	1
Underutilized (Y = Yes)	Y				
Number Underutilized	3				
Actual Utilization	33.3%	66.7%	16.7%	16.7%	16.7%
Labor Market Availability	86.7%	36.8%	7.3%	10.3%	16.3%

Job Group   Faculty: Professoriate

Weight   Availability Factors

100.00%   2020 NCES Degree Completions, Doctoral, Nationwide for selected disciplines (first and second majors).

Total Appointments: 10

Utilization Report	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino
Number of Faculty	7	5	0	4	1
Underutilized (Y = Yes)					
Number Underutilized					
Actual Utilization	70.0%	50.0%	0.0%	40.0%	10.0%
Labor Market Availability	77.6%	23.3%	3.8%	10.0%	5.7%

Foreign Languages, Literatures, and Linguistics

Faculty in this discipline are assigned to the following department(s):

10204	Modern Languages & Literatures

Job Group   Faculty: Lecturer Adjunct

Weight   **Availability Factors**

100.00%   Identical to Faculty Lecturer Group (Full Time).

Total Appointments: 34

	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino
Number of Faculty	14	21	2	0	19
Underutilized (Y = Yes)	Y		Y	Y	
Number Underutilized	10		1	2	
Actual Utilization	41.2%	61.8%	5.9%	0.0%	55.9%
Labor Market Availability	69.4%	43.9%	9.6%	4.6%	26.5%

Utilization Report

Job Group   Faculty: Professoriate

Weight   **Availability Factors**

100.00%   2020 NCES Degree Completions, Doctoral, Nationwide for selected disciplines (first and second majors).

Total Appointments: 25

	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino
Number of Faculty	18	15	2	0	13
Underutilized (Y = Yes)					
Number Underutilized					
Actual Utilization	72.0%	60.0%	8.0%	0.0%	52.0%
Labor Market Availability	55.4%	27.3%	6.2%	2.0%	16.9%

Utilization Report

Job Group   Faculty: Professoriate Adjunct

Weight   Availability Factors

100.00%   Identical to Faculty Professoriate Group (Full Time).

Total Appointments: 8

	Utilization Report				
	Female	**Total Minority**	**Asian/Nat. Haw./Other Pac. Isl.**	**Black/African American**	**Hispanic/ Latino**
Number of Faculty	4	4	2	0	2
Underutilized (Y = Yes)					
Number Underutilized					
Actual Utilization	50.0%	50.0%	25.0%	0.0%	25.0%
Labor Market Availability	55.4%	27.3%	6.2%	2.0%	16.9%

Health Professions and Related Programs

Faculty in this discipline are assigned to the following department(s):

10199	Medical Technology
10211	Nursing

Job Group   Faculty: Lecturer Adjunct

Weight   Availability Factors

100.00%   Identical to Faculty Lecturer Group (Full Time).

Total Appointments: 9

Utilization Report				
Female	**Total Minority**	**Asian/Nat. Haw./Other Pac. Isl.**	**Black/African American**	**Hispanic/ Latino**
Number of Faculty 2	4	1	1	2
Underutilized (Y = Yes) Y				
Number Underutilized 5				
Actual Utilization 22.2%	44.4%	11.1%	11.1%	22.2%
Labor Market Availability 78.0%	43.4%	15.6%	12.4%	13.0%

Job Group   Faculty: Professoriate

Weight   Availability Factors

100.00%   2020 NCES Degree Completions, Doctoral, Nationwide for selected disciplines (first and second majors).

Total Appointments: 25

Utilization Report				
Female	**Total Minority**	**Asian/Nat. Haw./Other Pac. Isl.**	**Black/African American**	**Hispanic/ Latino**
Number of Faculty 21	15	6	9	0
Underutilized (Y = Yes)				Y
Number Underutilized				2
Actual Utilization 84.0%	60.0%	24.0%	36.0%	0.0%
Labor Market Availability 60.7%	36.5%	17.9%	7.5%	7.7%

Job Group   Faculty: Professoriate Adjunct

Weight   Availability Factors

100.00%   Identical to Faculty Professoriate Group (Full Time).

Total Appointments: 48

	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino
Number of Faculty	39	38	10	25	3
Underutilized (Y = Yes)					
Number Underutilized					
Actual Utilization	81.3%	79.2%	20.8%	52.1%	6.3%
Labor Market Availability	60.7%	36.5%	17.9%	7.5%	7.7%

Library (Librarians/Non-Teaching)

Faculty in this discipline are assigned to the following department(s):

70054   Library

Job Group   Faculty: Librarian

Weight   Availability Factors

100.00%   ACS 2017-2021 Nationwide workforce with a minimum of a Master's degree in occupation 2435 (Librarians and Media Collections Specialists). One availability is calculated for all faculty in the Library group.

Total Appointments: 14

	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino
Number of Faculty	10	7	2	3	2
Underutilized (Y = Yes)					
Number Underutilized					
Actual Utilization	71.4%	50.0%	14.3%	21.4%	14.3%
Labor Market Availability	81.3%	15.5%	3.6%	4.5%	4.8%

Mathematics and Statistics
Faculty in this discipline are assigned to the following department(s):

10195   Mathematics

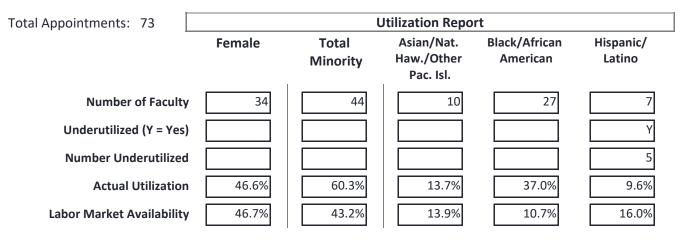## Job Group   Faculty: Lecturer

Weight   Availability Factors

100.00%   2020 NCES Degree Completions, Bachelor's level and above in New York and New Jersey for selected disciplines (first and second majors).

Total Appointments: 21

Utilization Report	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino
Number of Faculty	7	17	7	8	2
Underutilized (Y = Yes)					
Number Underutilized					
Actual Utilization	33.3%	81.0%	33.3%	38.1%	9.5%
Labor Market Availability	40.3%	40.7%	21.3%	5.1%	11.4%

Job Group   Faculty: Lecturer Adjunct

Weight   Availability Factors

100.00%   Identical to Faculty Lecturer Group (Full Time).

Total Appointments: 90

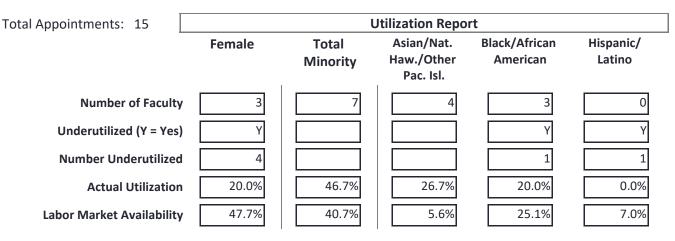| Utilization Report	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino
Number of Faculty	16	59	15	36	8
Underutilized (Y = Yes)	Y		Y		Y
Number Underutilized	20		4		2
Actual Utilization	17.8%	65.6%	16.7%	40.0%	8.9%
Labor Market Availability	40.3%	40.7%	21.3%	5.1%	11.4%

Job Group   Faculty: Professoriate

Weight   Availability Factors

100.00%   2020 NCES Degree Completions, Doctoral, Nationwide for selected disciplines (first and second majors).

Total Appointments: 42

Utilization Report	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino
Number of Faculty	13	19	7	8	4
Underutilized (Y = Yes)					
Number Underutilized					
Actual Utilization	31.0%	45.2%	16.7%	19.0%	9.5%
Labor Market Availability	26.7%	25.4%	12.5%	3.3%	6.2%

Job Group   Faculty: Professoriate Adjunct

Weight   Availability Factors

100.00%   Identical to Faculty Professoriate Group (Full Time).

Total Appointments: 14

Utilization Report	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino
Number of Faculty	2	2	0	2	0
Underutilized (Y = Yes)	Y	Y	Y		Y
Number Underutilized	2	2	2		1
Actual Utilization	14.3%	14.3%	0.0%	14.3%	0.0%
Labor Market Availability	26.7%	25.4%	12.5%	3.3%	6.2%

Social Sciences

Faculty in this discipline are assigned to the following department(s):

10280　　　　　Social Science

Job Group　　Faculty: Lecturer

Weight　　Availability Factors

100.00%　2020 NCES Degree Completions, Bachelor's level and above in New York and New Jersey for selected disciplines (first and second majors).

Total Appointments:　9

	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino
			Utilization Report		
Number of Faculty	4	4	2	0	2
Underutilized (Y = Yes)	Y			Y	
Number Underutilized	1			1	
Actual Utilization	44.4%	44.4%	22.2%	0.0%	22.2%
Labor Market Availability	55.7%	47.0%	11.7%	12.6%	19.3%

Job Group　　Faculty: Lecturer Adjunct

Weight　　Availability Factors

100.00%　Identical to Faculty Lecturer Group (Full Time).

Total Appointments:　59

	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino
			Utilization Report		
Number of Faculty	26	30	7	14	9
Underutilized (Y = Yes)	Y				Y
Number Underutilized	7				2
Actual Utilization	44.1%	50.8%	11.9%	23.7%	15.3%
Labor Market Availability	55.7%	47.0%	11.7%	12.6%	19.3%

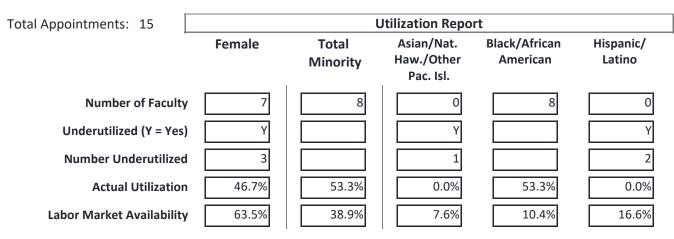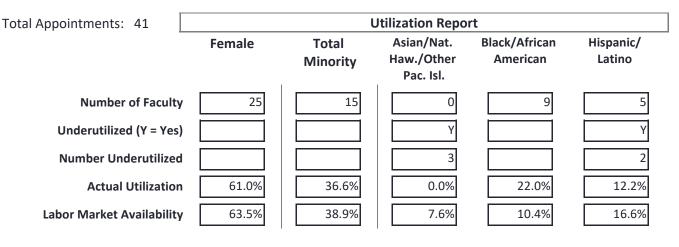## Job Group   Faculty: Professoriate

Weight   Availability Factors

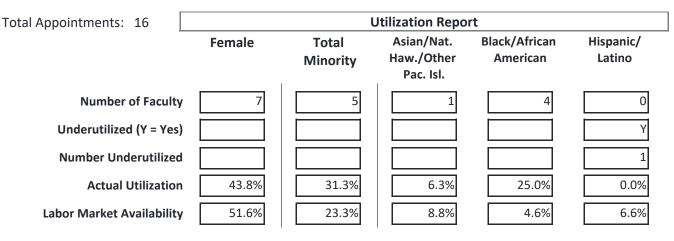100.00%   2020 NCES Degree Completions, Doctoral, Nationwide for selected disciplines (first and second majors).

Total Appointments: 65

	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino
Number of Faculty	42	35	11	10	12
Underutilized (Y = Yes)					
Number Underutilized					
Actual Utilization	64.6%	53.8%	16.9%	15.4%	18.5%
Labor Market Availability	49.7%	25.4%	7.7%	6.2%	8.1%

Job Group   Faculty: Professoriate Adjunct

Weight   Availability Factors

100.00%   Identical to Faculty Professoriate Group (Full Time).

Total Appointments: 42

	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino
Number of Faculty	26	19	6	11	2
Underutilized (Y = Yes)					Y
Number Underutilized					1
Actual Utilization	61.9%	45.2%	14.3%	26.2%	4.8%
Labor Market Availability	49.7%	25.4%	7.7%	6.2%	8.1%

Visual and Performing Arts
Faculty in this discipline are assigned to the following department(s):

10022   Art & Music

Job Group   Faculty: Lecturer Adjunct

Weight   Availability Factors

100.00%   Identical to Faculty Lecturer Group (Full Time).

Total Appointments: 36

	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino
Number of Faculty	16	7	1	5	0
Underutilized (Y = Yes)	Y	Y	Y		Y
Number Underutilized	7	7	2		6
Actual Utilization	44.4%	19.4%	2.8%	13.9%	0.0%
Labor Market Availability	63.2%	38.5%	9.0%	8.7%	16.2%

Utilization Report

Job Group   Faculty: Professoriate

Weight   Availability Factors

100.00%   2020 NCES Degree Completions, Doctoral, Nationwide for selected disciplines (first and second majors).

Total Appointments: 20

	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino
Number of Faculty	12	5	4	0	1
Underutilized (Y = Yes)				Y	
Number Underutilized				1	
Actual Utilization	60.0%	25.0%	20.0%	0.0%	5.0%
Labor Market Availability	48.7%	23.1%	9.9%	3.3%	6.9%

Utilization Report

Job Group   **Faculty: Professoriate Adjunct**

Weight   **Availability Factors**

100.00%   Identical to Faculty Professoriate Group (Full Time).

Total Appointments: 29

	Utilization Report				
	Female	**Total Minority**	**Asian/Nat. Haw./Other Pac. Isl.**	**Black/African American**	**Hispanic/ Latino**
Number of Faculty	19	9	5	1	3
Underutilized (Y = Yes)					
Number Underutilized					
Actual Utilization	65.5%	31.0%	17.2%	3.4%	10.3%
Labor Market Availability	48.7%	23.1%	9.9%	3.3%	6.9%

Appendix E   **Personnel Activity**   APP

This Appendix details personnel activities.

The spreadsheets provide detail on personnel activity by job group and by EEO Category.

The charts represent only those job groups and EEO Categories with a material level of activity.

Job Group Summary
Net Personnel Activity, 6/1/22 - 6/1/23
Accountant

	Net Group Changes	NET ADDITIONS Addition #	Additions %	Additions by Type Outside Hires	Internal Hires into New Job Group	Was Part Time	Hired from Other College	Demoted	Advanced	Other Change	Return to Faculty	NET SUBTRACTIONS Sub. #	Sub %	Separation from CUNY	Internal Separation from Group	Left for Other College	Demoted	Advanced	Other Change	Return to Faculty	Advance-ments	Other Changes
Total	2	2		-	2	-	-	-	2	-	-	-		-	-	-	-	-	-	-	-	-
Male	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Female	2	2	100%	-	2	-	-	-	2	-	-	-	0%	-	-	-	-	-	-	-	-	-
Other Gender	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Unknown Gender	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
All Protected Race/Eth Grps	1	1	50%	-	1	-	-	-	1	-	-	-	0%	-	-	-	-	-	-	-	-	-
Asian	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Black	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Hispanic	1	1	50%	-	1	-	-	-	1	-	-	-	0%	-	-	-	-	-	-	-	-	-
Other Protected Grp	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
White	1	1	50%	-	1	-	-	-	1	-	-	-	0%	-	-	-	-	-	-	-	-	-
Unknown Ethnicity	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-

This chart summarizes moves of employees into and out of a single job group. Any one job group could have a net loss or net gain (additions may not equal subtractions).

Job Group Summary
Net Personnel Activity, 6/1/22 - 6/1/23
Administration 1 (Executive)

	Net Group Changes	NET ADDITIONS Addition #	NET ADDITIONS Additions %	Additions by Type Outside Hires	Additions by Type Internal Hires into New Job Group	Detail, Internal Hires by Type Was Part Time	Detail, Internal Hires by Type Hired from Other College	Detail, Internal Hires by Type Demoted	Detail, Internal Hires by Type Advanced	Detail, Internal Hires by Type Other Change	Detail, Internal Hires by Type Return to Faculty	NET SUBTRACTIONS Sub. #	NET SUBTRACTIONS Sub %	Subtractions by Type Separation from CUNY	Subtractions by Type Internal Separation from Group	Detail, Internal Separations by Type Left for Other College	Detail, Internal Separations by Type Demoted	Detail, Internal Separations by Type Advanced	Detail, Internal Separations by Type Other Change	Detail, Internal Separations by Type Return to Faculty	OTHER CHANGES WITHIN JOB GROUP Advancements	OTHER CHANGES WITHIN JOB GROUP Other Changes
Total	2	6	-	4	2	-	2	-	-	-	-	(4)	-	(3)	(1)	(1)	-	-	-	-	-	1
Male	-	3	50%	3	-	-	-	-	-	-	-	(3)	75%	(2)	(1)	(1)	-	-	-	-	-	1
Female	2	3	50%	1	2	-	2	-	-	-	-	(1)	25%	(1)	-	-	-	-	-	-	-	-
Other Gender	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Unknown Gender	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
All Protected Race/Eth Grps	-	3	50%	3	-	-	-	-	-	-	-	(3)	75%	(2)	(1)	(1)	-	-	-	-	-	1
Asian	(1)	-	0%	-	-	-	-	-	-	-	-	(1)	25%	(1)	-	-	-	-	-	-	-	-
Black	1	1	17%	1	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	1
Hispanic	-	2	33%	2	-	-	-	-	-	-	-	(2)	50%	(1)	(1)	(1)	-	-	-	-	-	-
Other Protected Grp	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
White	2	3	50%	1	2	-	2	-	-	-	-	(1)	25%	(1)	-	-	-	-	-	-	-	-
Unknown Ethnicity	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-

This chart summarizes moves of employees into and out of a single job group. Any one job group could have a net loss or net gain (additions may not equal subtractions).

Job Group Summary
Net Personnel Activity, 6/1/22 - 6/1/23
Administration 2 (Managers)

	Net Group Changes	NET ADDITIONS Addition #	Additions %	Additions by Type Outside Hires	Internal Hires into New Job Group	Detail, Internal Hires by Type Was Part Time	Hired from Other College	Demoted	Advanced	Other Change	Return to Faculty	NET SUBTRACTIONS Sub. #	Sub %	Subtractions by Type Separation from CUNY	Internal Separation from Group	Detail, Internal Separations by Type Left for Other College	Demoted	Advanced	Other Change	Return to Faculty	OTHER CHANGES WITHIN JOB GROUP Advancements	Other Changes
Total	-	15		7	8	2	3	-	3	-	-	(15)		(12)	(3)	(3)	-	-	-	-	2	-
Male	(4)	2	13%	-	2	1	-	-	1	-	-	(6)	40%	(4)	(2)	(2)	-	-	-	-	1	-
Female	3	12	80%	6	6	1	3	-	2	-	-	(9)	60%	(8)	(1)	(1)	-	-	-	-	1	-
Other Gender	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Unknown Gender	1	1	7%	1	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
All Protected Race/Eth Grps	(1)	9	60%	4	5	1	3	-	1	-	-	(10)	67%	(7)	(3)	(3)	-	-	-	-	1	-
Asian	(1)	-	0%	-	-	-	-	-	-	-	-	(1)	7%	(1)	-	-	-	-	-	-	-	-
Black	2	5	33%	2	3	1	2	-	-	-	-	(3)	20%	(3)	-	-	-	-	-	-	1	-
Hispanic	(1)	4	27%	2	2	-	1	-	1	-	-	(5)	33%	(3)	(2)	(2)	-	-	-	-	-	-
Other Protected Grp	(1)	-	0%	-	-	-	-	-	-	-	-	(1)	7%	-	(1)	(1)	-	-	-	-	-	-
White	1	6	40%	3	3	1	-	-	2	-	-	(5)	33%	(5)	-	-	-	-	-	-	1	-
Unknown Ethnicity	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-

This chart summarizes moves of employees into and out of a single job group. Any one job group could have a net loss or net gain (additions may not equal subtractions).

Job Group Summary
Net Personnel Activity, 6/1/22 - 6/1/23
Administration 3 (Professional)

	Net Group Changes	NET ADDITIONS		Additions by Type		Detail, Internal Hires by Type						NET SUBTRACTIONS		Subtractions by Type		Detail, Internal Separations by Type					OTHER CHANGES WITHIN JOB GROUP (not counted in totals)	
		Addition #	Additions %	Outside Hires	Internal Hires into New Job Group	Was Part Time	Hired from Other College	Demoted	Advanced	Other Change	Return to Faculty	Sub. #	Sub %	Separation from CUNY	Internal Separation from Group	Left for Other College	Demoted	Advanced	Other Change	Return to Faculty	Advance-ments	Other Changes
Total	1	36		22	14	7	3	-	4	-	-	(35)		(20)	(15)	(12)	-	(3)	-	-	3	-
Male	(2)	8	22%	4	4	2	1	-	1	-	-	(10)	29%	(5)	(5)	(4)	-	(1)	-	-	2	-
Female	3	28	78%	18	10	5	2	-	3	-	-	(25)	71%	(15)	(10)	(8)	-	(2)	-	-	1	-
Other Gender	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Unknown Gender	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
All Protected Race/Eth Grps	4	31	86%	20	11	4	3	-	4	-	-	(27)	77%	(15)	(12)	(11)	-	(1)	-	-	2	-
Asian	-	4	11%	2	2	1	1	-	-	-	-	(4)	11%	(2)	(2)	(2)	-	-	-	-	1	-
Black	8	16	44%	12	4	1	-	-	3	-	-	(8)	23%	(4)	(4)	(4)	-	-	-	-	-	-
Hispanic	(2)	11	31%	6	5	2	2	-	1	-	-	(13)	37%	(9)	(4)	(3)	-	(1)	-	-	1	-
Other Protected Grp	(2)	-	0%	-	-	-	-	-	-	-	-	(2)	6%	-	(2)	(2)	-	-	-	-	-	-
White	(2)	5	14%	2	3	3	-	-	-	-	-	(7)	20%	(5)	(2)	-	-	(2)	-	-	1	-
Unknown Ethnicity	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-

This chart summarizes moves of employees into and out of a single job group. Any one job group could have a net loss or net gain (additions may not equal subtractions).

Job Group Summary
Net Personnel Activity, 6/1/22 - 6/1/23
Administration 4 (College Lab Tech)

	Net Group Changes	NET ADDITIONS Addition #	NET ADDITIONS Additions %	Additions by Type Outside Hires	Additions by Type Internal Hires into New Job Group	Detail, Internal Hires by Type Was Part Time	Hired from Other College	Demoted	Advanced	Other Change	Return to Faculty	NET SUBTRACTIONS Sub. #	NET SUBTRACTIONS Sub %	Subtractions by Type Separation from CUNY	Subtractions by Type Internal Separation from Group	Detail, Internal Separations by Type Left for Other College	Demoted	Advanced	Other Change	Return to Faculty	OTHER CHANGES WITHIN JOB GROUP Advancements	Other Changes
Total	1	3		1	2	2	-	-	-	-	-	(2)		(2)	-	-	-	-	-	-	-	-
Male	2	2	67%	-	2	2	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Female	(1)	1	33%	1	-	-	-	-	-	-	-	(2)	100%	(2)	-	-	-	-	-	-	-	-
Other Gender	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Unknown Gender	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
All Protected Race/Eth Grps	1	3	100%	1	2	2	-	-	-	-	-	(2)	100%	(2)	-	-	-	-	-	-	-	-
Asian	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Black	1	1	33%	-	1	1	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Hispanic	-	2	67%	1	1	1	-	-	-	-	-	(2)	100%	(2)	-	-	-	-	-	-	-	-
Other Protected Grp	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
White	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Unknown Ethnicity	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-

This chart summarizes moves of employees into and out of a single job group. Any one job group could have a net loss or net gain (additions may not equal subtractions).

Job Group Summary
Net Personnel Activity, 6/1/22 - 6/1/23
Campus Peace Officer

	Net Group Changes	NET ADDITIONS Addition #	Additions %	Outside Hires	Internal Hires into New Job Group	Was Part Time	Hired from Other College	Demoted	Advanced	Other Change	Return to Faculty	NET SUBTRACTIONS Sub. #	Sub %	Separation from CUNY	Internal Separation from Group	Left for Other College	Demoted	Advanced	Other Change	Return to Faculty	Advancements	Other Changes
Total	(8)	-		-	-	-	-	-	-	-	-	(8)		(6)	(2)	(1)	-	(1)	-	-	-	-
Male	(5)	-	0%	-	-	-	-	-	-	-	-	(5)	63%	(5)	-	-	-	-	-	-	-	-
Female	(3)	-	0%	-	-	-	-	-	-	-	-	(3)	38%	(1)	(2)	(1)	-	(1)	-	-	-	-
Other Gender	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Unknown Gender	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
All Protected Race/Eth Grps	(6)	-	0%	-	-	-	-	-	-	-	-	(6)	75%	(5)	(1)	(1)	-	-	-	-	-	-
Asian	(1)	-	0%	-	-	-	-	-	-	-	-	(1)	13%	-	(1)	(1)	-	-	-	-	-	-
Black	(5)	-	0%	-	-	-	-	-	-	-	-	(5)	63%	(5)	-	-	-	-	-	-	-	-
Hispanic	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Other Protected Grp	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
White	(2)	-	0%	-	-	-	-	-	-	-	-	(2)	25%	(1)	(1)	-	-	(1)	-	-	-	-
Unknown Ethnicity	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-

This chart summarizes moves of employees into and out of a single job group. Any one job group could have a net loss or net gain (additions may not equal subtractions).

Job Group Summary
Net Personnel Activity, 6/1/22 - 6/1/23
Campus Peace Officer-Sergeant

	Net Group Changes	NET ADDITIONS Addition #	NET ADDITIONS Additions %	Additions by Type Outside Hires	Additions by Type Internal Hires into New Job Group	Detail Was Part Time	Detail Hired from Other College	Detail Demoted	Detail Advanced	Detail Other Change	Detail Return to Faculty	NET SUBTRACTIONS Sub. #	NET SUBTRACTIONS Sub %	Subtractions Separation from CUNY	Subtractions Internal Separation from Group	Detail Sep Left for Other College	Detail Sep Demoted	Detail Sep Advanced	Detail Sep Other Change	Detail Sep Return to Faculty	OTHER CHANGES Advancements	OTHER CHANGES Other Changes
Total	(1)	1		-	1	-	-	-	1	-	-	(2)		-	(2)	(1)	-	(1)	-	-	-	-
Male	(2)	-	0%	-	-	-	-	-	-	-	-	(2)	100%	-	(2)	(1)	-	(1)	-	-	-	-
Female	1	1	100%	-	1	-	-	-	1	-	-	-	0%	-	-	-	-	-	-	-	-	-
Other Gender	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Unknown Gender	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
All Protected Race/Eth Grps	(2)	-	0%	-	-	-	-	-	-	-	-	(2)	100%	-	(2)	(1)	-	(1)	-	-	-	-
Asian	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Black	(1)	-	0%	-	-	-	-	-	-	-	-	(1)	50%	-	(1)	(1)	-	-	-	-	-	-
Hispanic	(1)	-	0%	-	-	-	-	-	-	-	-	(1)	50%	-	(1)	-	-	(1)	-	-	-	-
Other Protected Grp	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
White	1	1	100%	-	1	-	-	-	1	-	-	-	0%	-	-	-	-	-	-	-	-	-
Unknown Ethnicity	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-

This chart summarizes moves of employees into and out of a single job group. Any one job group could have a net loss or net gain (additions may not equal subtractions).

Job Group Summary
Net Personnel Activity, 6/1/22 - 6/1/23
Campus Security Assistant

	NET ADDITIONS		Additions by Type			Detail, Internal Hires by Type						NET SUBTRACTIONS		Subtractions by Type		Detail, Internal Separations by Type					OTHER CHANGES WITHIN JOB GROUP (not counted in totals)	
	Net Group Changes	Addition #	Additions %	Outside Hires	Internal Hires into New Job Group	Was Part Time	Hired from Other College	Demoted	Advanced	Other Change	Return to Faculty	Sub #	Sub %	Separation from CUNY	Internal Separation from Group	Left for Other College	Demoted	Advanced	Other Change	Return to Faculty	Advance-ments	Other Changes
Total	(5)	2		1	1	1	-	-	-	-	-	(7)		(5)	(2)	(2)	-	-	-	-	-	-
Male	(1)	1	50%	-	1	1	-	-	-	-	-	(2)	29%	(2)	-	-	-	-	-	-	-	-
Female	(4)	1	50%	1	-	-	-	-	-	-	-	(5)	71%	(3)	(2)	(2)	-	-	-	-	-	-
Other Gender	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Unknown Gender	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
All Protected Race/Eth Grps	(5)	2	100%	1	1	1	-	-	-	-	-	(7)	100%	(5)	(2)	(2)	-	-	-	-	-	-
Asian	(1)	-	0%	-	-	-	-	-	-	-	-	(1)	14%	(1)	-	-	-	-	-	-	-	-
Black	(3)	2	100%	1	1	1	-	-	-	-	-	(5)	71%	(4)	(1)	(1)	-	-	-	-	-	-
Hispanic	(1)	-	0%	-	-	-	-	-	-	-	-	(1)	14%	-	(1)	(1)	-	-	-	-	-	-
Other Protected Grp	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
White	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Unknown Ethnicity	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-

This chart summarizes moves of employees into and out of a single job group. Any one job group could have a net loss or net gain (additions may not equal subtractions).

Job Group Summary
Net Personnel Activity, 6/1/22 - 6/1/23
CUNY Admin Assistant

		NET ADDITIONS		Additions by Type		Detail, Internal Hires by Type						NET SUBTRACTIONS		Subtractions by Type		Detail, Internal Separations by Type					OTHER CHANGES WITHIN JOB GROUP (not counted in totals)	
	Net Group Changes	Addition #	Additions %	Outside Hires	Internal Hires into New Job Group	Was Part Time	Hired from Other College	Demoted	Advanced	Other Change	Return to Faculty	Sub. #	Sub %	Separation from CUNY	Internal Separation from Group	Left for Other College	Demoted	Advanced	Other Change	Return to Faculty	Advance-ments	Other Changes
Total	(2)	-		-	-	-	-	-	-	-	-	(2)		(1)	(1)	(1)	-	-	-	-	-	-
Male	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Female	(2)	-	0%	-	-	-	-	-	-	-	-	(2)	100%	(1)	(1)	(1)	-	-	-	-	-	-
Other Gender	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Unknown Gender	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
All Protected Race/Eth Grps	(2)	-	0%	-	-	-	-	-	-	-	-	(2)	100%	(1)	(1)	(1)	-	-	-	-	-	-
Asian	(1)	-	0%	-	-	-	-	-	-	-	-	(1)	50%	-	(1)	(1)	-	-	-	-	-	-
Black	(1)	-	0%	-	-	-	-	-	-	-	-	(1)	50%	(1)	-	-	-	-	-	-	-	-
Hispanic	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Other Protected Grp	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
White	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Unknown Ethnicity	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-

This chart summarizes moves of employees into and out of a single job group. Any one job group could have a net loss or net gain (additions may not equal subtractions).

Job Group Summary
Net Personnel Activity, 6/1/22 - 6/1/23
CUNY Office Assistant

| | Net Group Changes | NET ADDITIONS | | Additions by Type | | Detail, Internal Hires by Type | | | | | | NET SUBTRACTIONS | | Subtractions by Type | | Detail, Internal Separations by Type | | | | | OTHER CHANGES WITHIN JOB GROUP (not counted in totals) | |
		Addition #	Additions %	Outside Hires	Internal Hires into New Job Group	Was Part Time	Hired from Other College	Demoted	Advanced	Other Change	Return to Faculty	Sub. #	Sub %	Separation from CUNY	Internal Separation from Group	Left for Other College	Demoted	Advanced	Other Change	Return to Faculty	Advance-ments	Other Changes
Total	(7)	6		1	5	4	1	-	-	-	-	(13)		(10)	(3)	(1)	-	(2)	-	-	-	-
Male	(2)	1	17%	-	1	1	-	-	-	-	-	(3)	23%	(3)	-	-	-	-	-	-	-	-
Female	(5)	5	83%	1	4	3	1	-	-	-	-	(10)	77%	(7)	(3)	(1)	-	(2)	-	-	-	-
Other Gender	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Unknown Gender	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
All Protected Race/Eth Grps	(4)	5	83%	1	4	3	1	-	-	-	-	(9)	69%	(6)	(3)	(1)	-	(2)	-	-	-	-
Asian	2	2	33%	1	1	1	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Black	(2)	2	33%	-	2	1	1	-	-	-	-	(4)	31%	(1)	(3)	(1)	-	(2)	-	-	-	-
Hispanic	(5)	-	0%	-	-	-	-	-	-	-	-	(5)	38%	(5)	-	-	-	-	-	-	-	-
Other Protected Grp	1	1	17%	-	1	1	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
White	(3)	-	0%	-	-	-	-	-	-	-	-	(3)	23%	(3)	-	-	-	-	-	-	-	-
Unknown Ethnicity	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-

This chart summarizes moves of employees into and out of a single job group. Any one job group could have a net loss or net gain (additions may not equal subtractions).

Job Group Summary
Net Personnel Activity, 6/1/22 - 6/1/23
Custodial Supervisor

		NET ADDITIONS		Additions by Type		Detail, Internal Hires by Type						NET SUBTRACTIONS		Subtractions by Type		Detail, Internal Separations by Type					OTHER CHANGES WITHIN JOB GROUP (not counted in totals)	
	Net Group Changes	Addition #	Additions %	Outside Hires	Internal Hires into New Job Group	Was Part Time	Hired from Other College	Demoted	Advanced	Other Change	Return to Faculty	Sub. #	Sub %	Separation from CUNY	Internal Separation from Group	Left for Other College	Demoted	Advanced	Other Change	Return to Faculty	Advance-ments	Other Changes
Total	(2)	-		-	-	-	-	-	-	-	-	(2)		(2)	-	-	-	-	-	-	-	-
Male	(1)	-	0%	-	-	-	-	-	-	-	-	(1)	50%	(1)	-	-	-	-	-	-	-	-
Female	(1)	-	0%	-	-	-	-	-	-	-	-	(1)	50%	(1)	-	-	-	-	-	-	-	-
Other Gender	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Unknown Gender	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
All Protected Race/Eth Grps	(2)	-	0%	-	-	-	-	-	-	-	-	(2)	100%	(2)	-	-	-	-	-	-	-	-
Asian	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Black	(1)	-	0%	-	-	-	-	-	-	-	-	(1)	50%	(1)	-	-	-	-	-	-	-	-
Hispanic	(1)	-	0%	-	-	-	-	-	-	-	-	(1)	50%	(1)	-	-	-	-	-	-	-	-
Other Protected Grp	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
White	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Unknown Ethnicity	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-

This chart summarizes moves of employees into and out of a single job group. Any one job group could have a net loss or net gain (additions may not equal subtractions).

Job Group Summary
Net Personnel Activity, 6/1/22 - 6/1/23
Custodial

	Net Group Changes	NET ADDITIONS Addition #	Additions %	Additions by Type: Outside Hires	Internal Hires into New Job Group	Detail, Internal Hires by Type: Was Part Time	Hired from Other College	Demoted	Advanced	Other Change	Return to Faculty	NET SUBTRACTIONS Sub. #	Sub %	Subtractions by Type: Separation from CUNY	Internal Separation from Group	Detail, Internal Separations by Type: Left for Other College	Demoted	Advanced	Other Change	Return to Faculty	OTHER CHANGES WITHIN JOB GROUP: Advancements	Other Changes
Total	(4)	-		-	-	-	-	-	-	-	-	(4)		(4)	-	-	-	-	-	-	-	-
Male	(2)	-	0%	-	-	-	-	-	-	-	-	(2)	50%	(2)	-	-	-	-	-	-	-	-
Female	(2)	-	0%	-	-	-	-	-	-	-	-	(2)	50%	(2)	-	-	-	-	-	-	-	-
Other Gender	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Unknown Gender	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
All Protected Race/Eth Grps	(4)	-	0%	-	-	-	-	-	-	-	-	(4)	100%	(4)	-	-	-	-	-	-	-	-
Asian	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Black	(2)	-	0%	-	-	-	-	-	-	-	-	(2)	50%	(2)	-	-	-	-	-	-	-	-
Hispanic	(2)	-	0%	-	-	-	-	-	-	-	-	(2)	50%	(2)	-	-	-	-	-	-	-	-
Other Protected Grp	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
White	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Unknown Ethnicity	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-

This chart summarizes moves of employees into and out of a single job group. Any one job group could have a net loss or net gain (additions may not equal subtractions).

Job Group Summary
Net Personnel Activity, 6/1/22 - 6/1/23
Faculty-Developmental

	Net Group Changes	NET ADDITIONS — Addition #	NET ADDITIONS — Additions %	Additions by Type — Outside Hires	Additions by Type — Internal Hires into New Job Group	Detail, Internal Hires by Type — Was Part Time	Detail, Internal Hires by Type — Hired from Other College	Detail, Internal Hires by Type — Demoted	Detail, Internal Hires by Type — Advanced	Detail, Internal Hires by Type — Other Change	Detail, Internal Hires by Type — Return to Faculty	NET SUBTRACTIONS — Sub. #	NET SUBTRACTIONS — Sub %	Subtractions by Type — Separation from CUNY	Subtractions by Type — Internal Separation from Group	Detail, Internal Separations by Type — Left for Other College	Detail, Internal Separations by Type — Demoted	Detail, Internal Separations by Type — Advanced	Detail, Internal Separations by Type — Other Change	Detail, Internal Separations by Type — Return to Faculty	OTHER CHANGES WITHIN JOB GROUP — Advancements	OTHER CHANGES WITHIN JOB GROUP — Other Changes
Total	(1)	4		-	4	2	2	-	-	-	-	(5)		(5)	-	-	-	-	-	-	-	-
Male	-	1	25%	-	1	1	-	-	-	-	-	(1)	20%	(1)	-	-	-	-	-	-	-	-
Female	(1)	3	75%	-	3	1	2	-	-	-	-	(4)	80%	(4)	-	-	-	-	-	-	-	-
Other Gender	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Unknown Gender	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
All Protected Race/Eth Grps	(2)	2	50%	-	2	1	1	-	-	-	-	(4)	80%	(4)	-	-	-	-	-	-	-	-
Asian	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Black	(2)	2	50%	-	2	1	1	-	-	-	-	(4)	80%	(4)	-	-	-	-	-	-	-	-
Hispanic	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Other Protected Grp	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
White	1	2	50%	-	2	1	1	-	-	-	-	(1)	20%	(1)	-	-	-	-	-	-	-	-
Unknown Ethnicity	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-

This chart summarizes moves of employees into and out of a single job group. Any one job group could have a net loss or net gain (additions may not equal subtractions).

Job Group Summary
Net Personnel Activity, 6/1/22 - 6/1/23
Faculty-Instructor

	Net Group Changes	NET ADDITIONS — Addition #	Additions %	Additions by Type — Outside Hires	Internal Hires into New Job Group	Detail, Internal Hires by Type — Was Part Time	Hired from Other College	Demoted	Advanced	Other Change	Return to Faculty	NET SUBTRACTIONS — Sub. #	Sub %	Subtractions by Type — Separation from CUNY	Internal Separation from Group	Detail, Internal Separations by Type — Left for Other College	Demoted	Advanced	Other Change	Return to Faculty	OTHER CHANGES — Advancements	Other Changes
Total	-	14		-	14	14	-	-	-	-	-	(14)		(9)	(5)	-	(5)	-	-	-	-	-
Male	(2)	5	36%	-	5	5	-	-	-	-	-	(7)	50%	(5)	(2)	-	(2)	-	-	-	-	-
Female	2	9	64%	-	9	9	-	-	-	-	-	(7)	50%	(4)	(3)	-	(3)	-	-	-	-	-
Other Gender	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Unknown Gender	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
All Protected Race/Eth Grps	2	8	57%	-	8	8	-	-	-	-	-	(6)	43%	(3)	(3)	-	(3)	-	-	-	-	-
Asian	-	2	14%	-	2	2	-	-	-	-	-	(2)	14%	(1)	(1)	-	(1)	-	-	-	-	-
Black	5	6	43%	-	6	6	-	-	-	-	-	(1)	7%	-	(1)	-	(1)	-	-	-	-	-
Hispanic	(3)	-	0%	-	-	-	-	-	-	-	-	(3)	21%	(2)	(1)	-	(1)	-	-	-	-	-
Other Protected Grp	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
White	(4)	4	29%	-	4	4	-	-	-	-	-	(8)	57%	(6)	(2)	-	(2)	-	-	-	-	-
Unknown Ethnicity	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-

This chart summarizes moves of employees into and out of a single job group. Any one job group could have a net loss or net gain (additions may not equal subtractions).

Job Group Summary
Net Personnel Activity, 6/1/22 - 6/1/23
Faculty-Lecturer

| | Net Group Changes | NET ADDITIONS | | Additions by Type | | Detail, Internal Hires by Type | | | | | | NET SUBTRACTIONS | | Subtractions by Type | | Detail, Internal Separations by Type | | | | | OTHER CHANGES WITHIN JOB GROUP (not counted in totals) | |
		Addition #	Additions %	Outside Hires	Internal Hires into New Job Group	Was Part Time	Hired from Other College	Demoted	Advanced	Other Change	Return to Faculty	Sub. #	Sub %	Separation from CUNY	Internal Separation from Group	Left for Other College	Demoted	Advanced	Other Change	Return to Faculty	Advancements	Other Changes
Total	31	36		4	32	25	-	7	-	-	-	(5)		(5)	-	-	-	-	-	-	-	-
Male	11	14	39%	1	13	10	-	3	-	-	-	(3)	60%	(3)	-	-	-	-	-	-	-	-
Female	19	21	58%	2	19	15	-	4	-	-	-	(2)	40%	(2)	-	-	-	-	-	-	-	-
Other Gender	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Unknown Gender	1	1	3%	1	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
All Protected Race/Eth Grps	18	22	61%	3	19	15	-	4	-	-	-	(4)	80%	(4)	-						-	-
Asian	8	8	22%	1	7	5	-	2	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Black	4	8	22%	1	7	6	-	1	-	-	-	(4)	80%	(4)	-	-	-	-	-	-	-	-
Hispanic	5	5	14%	1	4	3	-	1	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Other Protected Grp	1	1	3%	-	1	1	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
White	12	13	36%	1	12	9	-	3	-	-	-	(1)	20%	(1)	-	-	-	-	-	-	-	-
Unknown Ethnicity	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-

This chart summarizes moves of employees into and out of a single job group. Any one job group could have a net loss or net gain (additions may not equal subtractions).

Job Group Summary
Net Personnel Activity, 6/1/22 - 6/1/23
Faculty-Librarian

	Net Group Changes	NET ADDITIONS Addition #	Additions %	Additions by Type Outside Hires	Internal Hires into New Job Group	Detail, Internal Hires by Type Was Part Time	Hired from Other College	Demoted	Advanced	Other Change	Return to Faculty	NET SUBTRACTIONS Sub. #	Sub %	Subtractions by Type Separation from CUNY	Internal Separation from Group	Detail, Internal Separations by Type Left for Other College	Demoted	Advanced	Other Change	Return to Faculty	OTHER CHANGES WITHIN JOB GROUP (not counted in totals) Advancements	Other Changes
Total	2	2		1	1	1	-	-	-	-	-	-		-	-	-	-	-	-	-	1	-
Male	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Female	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	1	-
Other Gender	1	1	50%	-	1	1	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Unknown Gender	1	1	50%	1	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
All Protected Race/Eth Grps	2	2	100%	1	1	1	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	1	-
Asian	1	1	50%	1	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Black	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	1	-
Hispanic	1	1	50%	-	1	1	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Other Protected Grp	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
White	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Unknown Ethnicity	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-

This chart summarizes moves of employees into and out of a single job group. Any one job group could have a net loss or net gain (additions may not equal subtractions).

Job Group Summary
Net Personnel Activity, 6/1/22 - 6/1/23
Faculty-Professorial

| | Net Group Changes | NET ADDITIONS | | Additions by Type | | Detail, Internal Hires by Type | | | | | | NET SUBTRACTIONS | | Subtractions by Type | | Detail, Internal Separations by Type | | | | | OTHER CHANGES WITHIN JOB GROUP (not counted in totals) | |
		Addition #	Additions %	Outside Hires	Internal Hires into New Job Group	Was Part Time	Hired from Other College	Demoted	Advanced	Other Change	Return to Faculty	Sub. #	Sub %	Separation from CUNY	Internal Separation from Group	Left for Other College	Demoted	Advanced	Other Change	Return to Faculty	Advance-ments	Other Changes
Total	(12)	9		1	8	6	-	-	-	2	-	(21)		(19)	(2)	-	(2)	-	-	-	35	-
Male	(3)	6	67%	-	6	4	-	-	-	2	-	(9)	43%	(8)	(1)	-	(1)	-	-	-	15	-
Female	(9)	3	33%	1	2	2	-	-	-	-	-	(12)	57%	(11)	(1)	-	(1)	-	-	-	20	-
Other Gender	-	-	0%	-	-							-	0%			-					-	-
Unknown Gender	-	-	0%		-							-	0%			-					-	-
All Protected Race/Eth Grps	(6)	6	67%	-	5	4	-	-	-	1	-	(12)	57%	(11)	(1)	-	(1)	-	-	-	16	-
Asian	(1)	4	44%	1	3	3	-	-	-	-	-	(5)	24%	(4)	(1)	-	(1)	-	-	-	3	-
Black	(3)	2	22%	-	2	1	-	-	-	1	-	(5)	24%	(5)	-	-	-	-	-	-	7	-
Hispanic	(2)	-	0%	-	-							(2)	10%	(2)	-						5	-
Other Protected Grp	-	-	0%	-	-							-	0%								1	-
White	(4)	3	33%	-	3	2	-	-	-	1	-	(7)	33%	(6)	(1)	-	(1)	-	-	-	18	-
Unknown Ethnicity	-	-	0%		-							-	0%			-					-	-

This chart summarizes moves of employees into and out of a single job group. Any one job group could have a net loss or net gain (additions may not equal subtractions).

Job Group Summary
Net Personnel Activity, 6/1/22 - 6/1/23
IT Computer Professional

	Net Group Changes	Addition #	Additions %	Outside Hires	Internal Hires into New Job Group	Was Part Time	Hired from Other College	Demoted	Advanced	Other Change	Return to Faculty	Sub. #	Sub %	Separation from CUNY	Internal Separation from Group	Left for Other College	Demoted	Advanced	Other Change	Return to Faculty	Advance-ments	Other Changes
	NET ADDITIONS			**Additions by Type**		**Detail, Internal Hires by Type**						**NET SUBTRACTIONS**		**Subtractions by Type**		**Detail, Internal Separations by Type**					**OTHER CHANGES WITHIN JOB GROUP (not counted in totals)**	
Total	(2)	2	-	-	2	1	-	-	1	-	-	(4)	-	(3)	(1)	(1)	-	-	-	-	1	-
Male	(2)	1	50%	-	1	1	-	-	-	-	-	(3)	75%	(3)	-	-	-	-	-	-	1	-
Female	-	1	50%	-	1	-	-	-	1	-	-	(1)	25%	-	(1)	(1)	-	-	-	-	-	-
Other Gender	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Unknown Gender	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
All Protected Race/Eth Grps	(2)	2	100%	-	2	1	-	-	1	-	-	(4)	100%	(3)	(1)	(1)	-	-	-	-	1	-
Asian	(1)	-	0%	-	-	-	-	-	-	-	-	(1)	25%	(1)	-	-	-	-	-	-	-	-
Black	1	1	50%	-	1	-	-	-	1	-	-	-	0%	-	-	-	-	-	-	-	-	-
Hispanic	(1)	1	50%	-	1	1	-	-	-	-	-	(2)	50%	(2)	-	-	-	-	-	-	-	-
Other Protected Grp	(1)	-	0%	-	-	-	-	-	-	-	-	(1)	25%	-	(1)	(1)	-	-	-	-	-	-
White	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Unknown Ethnicity	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-

This chart summarizes moves of employees into and out of a single job group. Any one job group could have a net loss or net gain (additions may not equal subtractions).

Job Group Summary
Net Personnel Activity, 6/1/22 - 6/1/23
IT Support Technician

| | Net Group Changes | NET ADDITIONS | | Additions by Type | | Detail, Internal Hires by Type | | | | | | NET SUBTRACTIONS | | Subtractions by Type | | Detail, Internal Separations by Type | | | | | OTHER CHANGES WITHIN JOB GROUP (not counted in totals) | |
		Addition #	Additions %	Outside Hires	Internal Hires into New Job Group	Was Part Time	Hired from Other College	Demoted	Advanced	Other Change	Return to Faculty	Sub. #	Sub %	Separation from CUNY	Internal Separation from Group	Left for Other College	Demoted	Advanced	Other Change	Return to Faculty	Advance-ments	Other Changes
Total	5	5		-	5	5	-	-	-	-	-	-		-	-	-	-	-	-	-	-	-
Male	2	2	40%	-	2	2	-	-	-	-	-		0%	-	-	-	-	-	-	-	-	-
Female	3	3	60%	-	3	3	-	-	-	-	-		0%	-	-	-	-	-	-	-	-	-
Other Gender	-	-	0%	-	-	-	-	-	-	-	-		0%	-	-	-	-	-	-	-	-	-
Unknown Gender	-	-	0%	-	-	-	-	-	-	-	-		0%	-	-	-	-	-	-	-	-	-
All Protected Race/Eth Grps	4	4	80%	-	4	4	-	-	-	-	-		0%	-	-	-	-	-	-	-	-	-
Asian	1	1	20%	-	1	1	-	-	-	-	-		0%	-	-	-	-	-	-	-	-	-
Black	1	1	20%	-	1	1	-	-	-	-	-		0%	-	-	-	-	-	-	-	-	-
Hispanic	2	2	40%	-	2	2	-	-	-	-	-		0%	-	-	-	-	-	-	-	-	-
Other Protected Grp	-	-	0%	-	-	-	-	-	-	-	-		0%	-	-	-	-	-	-	-	-	-
White	1	1	20%	-	1	1	-	-	-	-	-		0%	-	-	-	-	-	-	-	-	-
Unknown Ethnicity	-	-	0%	-	-	-	-	-	-	-	-		0%	-	-	-	-	-	-	-	-	-

This chart summarizes moves of employees into and out of a single job group. Any one job group could have a net loss or net gain (additions may not equal subtractions).

Job Group Summary
Net Personnel Activity, 6/1/22 - 6/1/23
Mail Services Worker

	Net Group Changes	NET ADDITIONS Addition #	Additions %	Additions by Type Outside Hires	Internal Hires into New Job Group	Detail, Internal Hires by Type Was Part Time	Hired from Other College	Demoted	Advanced	Other Change	Return to Faculty	NET SUBTRACTIONS Sub. #	Sub %	Subtractions by Type Separation from CUNY	Internal Separation from Group	Detail, Internal Separations by Type Left for Other College	Demoted	Advanced	Other Change	Return to Faculty	OTHER CHANGES WITHIN JOB GROUP Advance-ments	Other Changes
Total	(3)	-		-	-	-	-	-	-	-	-	(3)		(2)	(1)	-	-	(1)	-	-	-	-
Male	(3)	-	0%	-	-			-	-	-	-	(3)	100%	(2)	(1)	-	-	(1)	-	-	-	-
Female	-	-	0%	-	-							-	0%	-	-	-	-	-	-	-	-	-
Other Gender	-	-	0%	-	-							-	0%	-	-	-	-	-	-	-	-	-
Unknown Gender	-		0%		-							-	0%	-	-	-					-	-
All Protected Race/Eth Grps	(3)	-	0%	-	-				-	-	-	(3)	100%	(2)	(1)	-	-	(1)	-	-	-	-
Asian	(1)	-	0%	-	-	-		-	-	-	-	(1)	33%	(1)	-	-	-	-	-	-	-	-
Black	-	-	0%	-	-				-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Hispanic	(2)	-	0%	-	-				-	-	-	(2)	67%	(1)	(1)	-	-	(1)	-	-	-	-
Other Protected Grp	-	-	0%	-	-				-	-	-	-	0%	-	-	-	-	-	-	-	-	-
White	-	-	0%	-	-				-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Unknown Ethnicity	-	-	0%	-	-				-	-	-	-	0%	-	-	-	-	-	-	-	-	-

This chart summarizes moves of employees into and out of a single job group. Any one job group could have a net loss or net gain (additions may not equal subtractions).

Job Group Summary
Net Personnel Activity, 6/1/22 - 6/1/23
Skilled Trades

| | Net Group Changes | NET ADDITIONS | | Additions by Type | | Detail, Internal Hires by Type | | | | | | NET SUBTRACTIONS | | Subtractions by Type | | Detail, Internal Separations by Type | | | | | OTHER CHANGES WITHIN JOB GROUP (not counted in totals) | |
		Addition #	Additions %	Outside Hires	Internal Hires into New Job Group	Was Part Time	Hired from Other College	Demoted	Advanced	Other Change	Return to Faculty	Sub. #	Sub %	Separation from CUNY	Internal Separation from Group	Left for Other College	Demoted	Advanced	Other Change	Return to Faculty	Advance-ments	Other Changes
Total	(1)	2		1	1	-	-	1	-	-	-	(3)		(2)	(1)	(1)	-	-	-	-	-	-
Male	(2)	1	50%	-	1	-	-	1	-	-	-	(3)	100%	(2)	(1)	(1)	-	-	-	-	-	-
Female	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Other Gender	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Unknown Gender	1	1	50%	1	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
All Protected Race/Eth Grps	-	1	50%	1	-	-	-	-	-	-	-	(1)	33%	(1)	-	-	-	-	-	-	-	-
Asian	1	1	50%	1	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Black	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Hispanic	(1)	-	0%	-	-	-	-	-	-	-	-	(1)	33%	(1)	-	-	-	-	-	-	-	-
Other Protected Grp	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
White	(1)	1	50%	-	1	-	-	1	-	-	-	(2)	67%	(1)	(1)	(1)	-	-	-	-	-	-
Unknown Ethnicity	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-

This chart summarizes moves of employees into and out of a single job group. Any one job group could have a net loss or net gain (additions may not equal subtractions).

Appendix F   **Summary of Recruiting Activities**   APP

This Appendix provides details of candidate pools and outcomes of searches.

The spreadsheets provide detail on applicants, interviews, and offers. The scope of this report includes searches which officially concluded during the previous plan year (June 1, 2022 through May 31, 2023).

Borough of Manhattan Community College

Job Group Summary

Accountant

	Records	Applicants	Appl%		Interviews	Selection Rate %	Offers	Selection Rate %	Hires	Selection Rate %
Total + Total Selection Rate	115	103	89.6%		10	9.7%	4	3.9%	4	3.9%
Male	47	41	39.8%		2	4.9%	1	2.4%	1	2.4%
Female	61	56	54.4%		7	12.5%	3	5.4%	3	5.4%
Other	-	-	0.0%		-	0.0%	-	0.0%	-	0.0%
Unknown	7	6	5.8%		1	16.7%	-	0.0%	-	0.0%
Total Min	92	86	83.5%		8	9.3%	3	3.5%	3	3.5%
Asian	47	42	40.8%		4	9.5%	-	0.0%	-	0.0%
Black	15	15	14.6%		2	13.3%	1	6.7%	1	6.7%
Hispanic	28	27	26.2%		2	7.4%	2	7.4%	2	7.4%
Other inc 2 or more	2	2	1.9%		-	0.0%	-	0.0%	-	0.0%
White	20	15	14.6%		2	13.3%	1	6.7%	1	6.7%
Unknown Ethnicity	3	2	1.9%		-	0.0%	-	0.0%	-	0.0%
White+Unknown	23	17	16.5%		2	11.8%	1	5.9%	1	5.9%
Veterans	2	2	1.9%		-	0.0%	-	0.0%	-	0.0%
Indiv. w Disabilities	3	2	1.9%		-	0.0%	-	0.0%	-	0.0%

			Least Selected:		Least Selected:		Least Selected:	
			Male+Oth	*Adverse*	Male+Oth	*Adverse*	Male+Oth	*Adverse*
			Ttl Minorities	*Adverse*	Ttl Minorities	*Adverse*	Ttl Minorities	*Adverse*
Percent Female		54.4%		70.0%		75.0%		75.0%
Percent Total Minorities		83.5%		80.0%		75.0%		75.0%
Percentage Veterans		1.9%		0.0%		0.0%		0.0%
Percentage w Disabil.		1.9%		0.0%		0.0%		0.0%

Borough of Manhattan Community College

Job Group Summary

Administration 1 (Executive)

	Records	Applicants	Appl%		Interviews	Selection Rate %	Offers	Selection Rate %	Hires	Selection Rate %
Total + Total Selection Rate	226	221	97.8%		40	18.1%	4	1.8%	4	1.8%
Male	90	87	39.4%		15	17.2%	2	2.3%	2	2.3%
Female	117	115	52.0%		25	21.7%	2	1.7%	2	1.7%
Other	1	1	0.5%		-	0.0%	-	0.0%	-	0.0%
Unknown	18	18	8.1%		-	0.0%	-	0.0%	-	0.0%
Total Min	121	121	54.8%		19	15.7%	2	1.7%	2	1.7%
Asian	28	28	12.7%		5	17.9%	1	3.6%	1	3.6%
Black	62	62	28.1%		9	14.5%	-	0.0%	-	0.0%
Hispanic	21	21	9.5%		4	19.0%	1	4.8%	1	4.8%
Other inc 2 or more	10	10	4.5%		1	10.0%	-	0.0%	-	0.0%
White	92	87	39.4%		20	23.0%	2	2.3%	2	2.3%
Unknown Ethnicity	13	13	5.9%		1	7.7%	-	0.0%	-	0.0%
White+Unknown	105	100	45.2%		21	21.0%	2	2.0%	2	2.0%
Veterans	2	2	0.9%		-	0.0%	-	0.0%	-	0.0%
Indiv. w Disabilities	22	21	9.5%		3	14.3%	-	0.0%	-	0.0%

				Least Selected:			Least Selected:			Least Selected:	
				Male+Oth	*Adverse*		Female	*OK Sel*		Female	*OK Sel*
				Ttl Minorities	*Adverse*		Ttl Minorities	*OK Sel*		Ttl Minorities	*OK Sel*
Percent Female			52.0%		62.5%		50.0%			50.0%	
Percent Total Minorities			54.8%		47.5%		50.0%			50.0%	
Percentage Veterans			0.9%		0.0%		0.0%			0.0%	
Percentage w Disabil.			9.5%		7.5%		0.0%			0.0%	

Borough of Manhattan Community College

Job Group Summary

Administration 2 (Managers)

	Records	Applicants	Appl%		Interviews	Selection Rate %	Offers	Selection Rate %	Hires	Selection Rate %
Total + Total Selection Rate	741	701	94.6%		104	14.8%	10	1.4%	10	1.4%
Male	231	220	31.4%		42	19.1%	1	0.5%	1	0.5%
Female	466	438	62.5%		56	12.8%	7	1.6%	7	1.6%
Other	2	2	0.3%		-	0.0%	-	0.0%	-	0.0%
Unknown	42	41	5.8%		6	14.6%	2	4.9%	2	4.9%
Total Min	514	482	68.8%		70	14.5%	6	1.2%	6	1.2%
Asian	75	70	10.0%		6	8.6%	-	0.0%	-	0.0%
Black	229	218	31.1%		23	10.6%	2	0.9%	2	0.9%
Hispanic	183	168	24.0%		39	23.2%	4	2.4%	4	2.4%
Other inc 2 or more	27	26	3.7%		2	7.7%	-	0.0%	-	0.0%
White	187	181	25.8%		32	17.7%	3	1.7%	3	1.7%
Unknown Ethnicity	40	38	5.4%		2	5.3%	1	2.6%	1	2.6%
White+Unknown	227	219	31.2%		34	15.5%	4	1.8%	4	1.8%
Veterans	10	10	1.4%		-	0.0%	-	0.0%	-	0.0%
Indiv. w Disabilities	61	59	8.4%		11	18.6%	-	0.0%	-	0.0%

		Least Selected:			Least Selected:			Least Selected:	
		Female	*Adverse*		Male+Oth	*Adverse*		Male+Oth	*Adverse*
		Ttl Minorities	*OK Sel*		Ttl Minorities	*Adverse*		Ttl Minorities	*Adverse*
Percent Female		62.5%			53.8%			70.0%		70.0%
Percent Total Minorities		68.8%			67.3%			60.0%		60.0%
Percentage Veterans		1.4%			0.0%			0.0%		0.0%
Percentage w Disabil.		8.4%			10.6%			0.0%		0.0%

Borough of Manhattan Community College

Job Group Summary

Administration 3 (Professional)

	Records	Applicants	Appl%		Interviews	Selection Rate %	Offers	Selection Rate %	Hires	Selection Rate %
Total + Total Selection Rate	1,947	1,835	94.2%		192	10.5%	29	1.6%	29	1.6%
Male	559	518	28.2%		61	11.8%	7	1.4%	7	1.4%
Female	1,266	1,202	65.5%		123	10.2%	22	1.8%	22	1.8%
Other	25	24	1.3%		2	8.3%	-	0.0%	-	0.0%
Unknown	97	91	5.0%		6	6.6%	-	0.0%	-	0.0%
Total Min	1,420	1,332	72.6%		155	11.6%	25	1.9%	25	1.9%
Asian	321	307	16.7%		22	7.2%	2	0.7%	2	0.7%
Black	501	465	25.3%		61	13.1%	10	2.2%	10	2.2%
Hispanic	534	499	27.2%		67	13.4%	13	2.6%	13	2.6%
Other inc 2 or more	64	61	3.3%		5	8.2%	-	0.0%	-	0.0%
White	420	403	22.0%		30	7.4%	2	0.5%	2	0.5%
Unknown Ethnicity	107	100	5.4%		7	7.0%	2	2.0%	2	2.0%
White+Unknown	527	503	27.4%		37	7.4%	4	0.8%	4	0.8%
Veterans	21	19	1.0%		1	5.3%	-	0.0%	-	0.0%
Indiv. w Disabilities	173	154	8.4%		17	11.0%	1	0.6%	1	0.6%

		Least Selected:		**Least Selected:**		**Least Selected:**	
		Female	*OK Sel*	Male+Oth	*Adverse*	Male+Oth	*Adverse*
		White+Unk	*Adverse*	White+Unk	*Adverse*	White+Unk	*Adverse*
Percent Female	65.5%	64.1%		75.9%		75.9%	
Percent Total Minorities	72.6%	80.7%		86.2%		86.2%	
Percentage Veterans	1.0%	0.5%		0.0%		0.0%	
Percentage w Disabil.	8.4%	8.9%		3.4%		3.4%	

Borough of Manhattan Community College

Job Group Summary

Administration 4 (College Lab Tech)

	Records	Applicants	Appl%		Interviews	Selection Rate %	Offers	Selection Rate %	Hires	Selection Rate %
Total + Total Selection Rate	54	48	88.9%		4	8.3%	1	2.1%	1	2.1%
Male	40	35	72.9%		2	5.7%	-	0.0%	-	0.0%
Female	10	9	18.8%		2	22.2%	1	11.1%	1	11.1%
Other	-	-	0.0%		-	0.0%	-	0.0%	-	0.0%
Unknown	4	4	8.3%		-	0.0%	-	0.0%	-	0.0%
Total Min	45	39	81.3%		3	7.7%	1	2.6%	1	2.6%
Asian	21	19	39.6%		1	5.3%	-	0.0%	-	0.0%
Black	9	8	16.7%		1	12.5%	-	0.0%	-	0.0%
Hispanic	15	12	25.0%		1	8.3%	1	8.3%	1	8.3%
Other inc 2 or more	-	-	0.0%		-	0.0%	-	0.0%	-	0.0%
White	5	5	10.4%		1	20.0%	-	0.0%	-	0.0%
Unknown Ethnicity	4	4	8.3%		-	0.0%	-	0.0%	-	0.0%
White+Unknown	9	9	18.8%		1	11.1%	-	0.0%	-	0.0%
Veterans	3	2	4.2%		-	0.0%	-	0.0%	-	0.0%
Indiv. w Disabilities	2	2	4.2%		-	0.0%	-	0.0%	-	0.0%

		Least Selected:		Least Selected:		Least Selected:	
		Male+Oth	*Adverse*	Male+Oth	*Adverse*	Male+Oth	*Adverse*
		Ttl Minorities	*Adverse*	White+Unk	*Adverse*	White+Unk	*Adverse*
Percent Female	18.8%	50.0%		100.0%		100.0%	
Percent Total Minorities	81.3%	75.0%		100.0%		100.0%	
Percentage Veterans	4.2%	0.0%		0.0%		0.0%	
Percentage w Disabil.	4.2%	0.0%		0.0%		0.0%	

Borough of Manhattan Community College

Job Group Summary
Broadcast/Media

	Records	Applicants	Appl%		Interviews	Selection Rate %	Offers	Selection Rate %	Hires	Selection Rate %
Total + Total Selection Rate	46	41	89.1%		-	0.0%	-	0.0%	-	0.0%
Male	36	31	75.6%		-	0.0%	-	0.0%	-	0.0%
Female	6	6	14.6%		-	0.0%	-	0.0%	-	0.0%
Other	-	-	0.0%		-	0.0%	-	0.0%	-	0.0%
Unknown	4	4	9.8%		-	0.0%	-	0.0%	-	0.0%
Total Min	38	33	80.5%		-	0.0%	-	0.0%	-	0.0%
Asian	9	8	19.5%		-	0.0%	-	0.0%	-	0.0%
Black	11	11	26.8%		-	0.0%	-	0.0%	-	0.0%
Hispanic	15	12	29.3%		-	0.0%	-	0.0%	-	0.0%
Other inc 2 or more	3	2	4.9%		-	0.0%	-	0.0%	-	0.0%
White	6	6	14.6%		-	0.0%	-	0.0%	-	0.0%
Unknown Ethnicity	2	2	4.9%		-	0.0%	-	0.0%	-	0.0%
White+Unknown	8	8	19.5%		-	0.0%	-	0.0%	-	0.0%
Veterans	2	2	4.9%		-	0.0%	-	0.0%	-	0.0%
Indiv. w Disabilities	3	3	7.3%		-	0.0%	-	0.0%	-	0.0%

				Least Selected:		Least Selected:		Least Selected:	
				Male+Oth	*OK Sel*	Male+Oth	*OK Sel*	Male+Oth	*OK Sel*
				White+Unk	*OK Sel*	White+Unk	*OK Sel*	White+Unk	*OK Sel*
Percent Female			14.6%	#DIV/0!		#DIV/0!		#DIV/0!	
Percent Total Minorities			80.5%	#DIV/0!		#DIV/0!		#DIV/0!	
Percentage Veterans			4.9%	#DIV/0!		#DIV/0!		#DIV/0!	
Percentage w Disabil.			7.3%	#DIV/0!		#DIV/0!		#DIV/0!	

Borough of Manhattan Community College

Job Group Summary

CUNY Office Assistant

	Records	Applicants	Appl%		Interviews	Selection Rate %	Offers	Selection Rate %	Hires	Selection Rate %
Total + Total Selection Rate	59	55	93.2%		6	10.9%	2	3.6%	2	3.6%
Male	20	17	30.9%		3	17.6%	1	5.9%	1	5.9%
Female	34	33	60.0%		3	9.1%	1	3.0%	1	3.0%
Other	-	-	0.0%		-	0.0%	-	0.0%	-	0.0%
Unknown	5	5	9.1%		-	0.0%	-	0.0%	-	0.0%
Total Min	49	45	81.8%		6	13.3%	2	4.4%	2	4.4%
Asian	7	7	12.7%		-	0.0%	-	0.0%	-	0.0%
Black	19	17	30.9%		2	11.8%	1	5.9%	1	5.9%
Hispanic	23	21	38.2%		4	19.0%	1	4.8%	1	4.8%
Other inc 2 or more	-	-	0.0%		-	0.0%	-	0.0%	-	0.0%
White	8	8	14.5%		-	0.0%	-	0.0%	-	0.0%
Unknown Ethnicity	2	2	3.6%		-	0.0%	-	0.0%	-	0.0%
White+Unknown	10	10	18.2%		-	0.0%	-	0.0%	-	0.0%
Veterans	1	1	1.8%		-	0.0%	-	0.0%	-	0.0%
Indiv. w Disabilities	5	4	7.3%		-	0.0%	-	0.0%	-	0.0%

		Least Selected:		Least Selected:		Least Selected:	
		Female	*Adverse*	Female	*Adverse*	Female	*Adverse*
		White+Unk	*Adverse*	White+Unk	*Adverse*	White+Unk	*Adverse*
Percent Female		60.0%	50.0%		50.0%		50.0%
Percent Total Minorities		81.8%	100.0%		100.0%		100.0%
Percentage Veterans		1.8%	0.0%		0.0%		0.0%
Percentage w Disabil.		7.3%	0.0%		0.0%		0.0%

Borough of Manhattan Community College

Job Group Summary

Faculty-Developmental

	Records	Applicants	Appl%		Interviews	Selection Rate %	Offers	Selection Rate %	Hires	Selection Rate %
Total + Total Selection Rate	46	43	93.5%		14	32.6%	1	2.3%	1	2.3%
Male	18	17	39.5%		7	41.2%	1	5.9%	1	5.9%
Female	28	26	60.5%		7	26.9%	-	0.0%	-	0.0%
Other	-	-	0.0%		-	0.0%	-	0.0%	-	0.0%
Unknown	-	-	0.0%		-	0.0%	-	0.0%	-	0.0%
Total Min	28	25	58.1%		5	20.0%	1	4.0%	1	4.0%
Asian	4	4	9.3%		-	0.0%	-	0.0%	-	0.0%
Black	14	12	27.9%		5	41.7%	1	8.3%	1	8.3%
Hispanic	9	8	18.6%		-	0.0%	-	0.0%	-	0.0%
Other inc 2 or more	1	1	2.3%		-	0.0%	-	0.0%	-	0.0%
White	18	18	41.9%		9	50.0%	-	0.0%	-	0.0%
Unknown Ethnicity	-	-	0.0%		-	0.0%	-	0.0%	-	0.0%
White+Unknown	18	18	41.9%		9	50.0%	-	0.0%	-	0.0%
Veterans	-	-	0.0%		-	0.0%	-	0.0%	-	0.0%
Indiv. w Disabilities	8	7	16.3%		2	28.6%	-	0.0%	-	0.0%

		Least Selected:		Least Selected:		Least Selected:	
		Female	*Adverse*	Female	*Adverse*	Female	*Adverse*
		Ttl Minorities	*Adverse*	White+Unk	*Adverse*	White+Unk	*Adverse*
Percent Female	60.5%	50.0%		0.0%		0.0%	
Percent Total Minorities	58.1%	35.7%		100.0%		100.0%	
Percentage Veterans	0.0%	0.0%		0.0%		0.0%	
Percentage w Disabil.	16.3%	14.3%		0.0%		0.0%	

Borough of Manhattan Community College

Job Group Summary

Faculty-Lecturer

	Records	Applicants	Appl%		Interviews	Selection Rate %	Offers	Selection Rate %	Hires	Selection Rate %
Total + Total Selection Rate	1,445	1,371	94.9%		213	15.5%	34	2.5%	34	2.5%
Male	655	620	45.2%		91	14.7%	10	1.6%	10	1.6%
Female	677	643	46.9%		107	16.6%	20	3.1%	20	3.1%
Other	24	23	1.7%		3	13.0%	1	4.3%	1	4.3%
Unknown	89	85	6.2%		12	14.1%	3	3.5%	3	3.5%
Total Min	702	661	48.2%		102	15.4%	20	3.0%	20	3.0%
Asian	217	206	15.0%		39	18.9%	6	2.9%	6	2.9%
Black	267	247	18.0%		37	15.0%	7	2.8%	7	2.8%
Hispanic	186	176	12.8%		23	13.1%	5	2.8%	5	2.8%
Other inc 2 or more	32	32	2.3%		3	9.4%	2	6.3%	2	6.3%
White	663	634	46.2%		99	15.6%	12	1.9%	12	1.9%
Unknown Ethnicity	80	76	5.5%		12	15.8%	2	2.6%	2	2.6%
White+Unknown	743	710	51.8%		111	15.6%	14	2.0%	14	2.0%
Veterans	10	10	0.7%		1	10.0%	-	0.0%	-	0.0%
Indiv. w Disabilities	124	116	8.5%		16	13.8%	3	2.6%	3	2.6%

			Least Selected:		**Least Selected:**		**Least Selected:**	
			Male+Oth	*OK Sel*	Male+Oth	*Adverse*	Male+Oth	*Adverse*
			Ttl Minorities	*OK Sel*	White+Unk	*Adverse*	White+Unk	*Adverse*
Percent Female		46.9%		50.2%		58.8%		58.8%
Percent Total Minorities		48.2%		47.9%		58.8%		58.8%
Percentage Veterans		0.7%		0.5%		0.0%		0.0%
Percentage w Disabil.		8.5%		7.5%		8.8%		8.8%

Borough of Manhattan Community College

Job Group Summary

Faculty-Professorial

	Records	Applicants	Appl%		Interviews	Selection Rate %	Offers	Selection Rate %	Hires	Selection Rate %
Total + Total Selection Rate	126	117	92.9%		25	21.4%	3	2.6%	3	2.6%
Male	53	49	41.9%		14	28.6%	3	6.1%	3	6.1%
Female	67	62	53.0%		9	14.5%	-	0.0%	-	0.0%
Other	1	1	0.9%		1	100.0%	-	0.0%	-	0.0%
Unknown	5	5	4.3%		1	20.0%	-	0.0%	-	0.0%
Total Min	77	73	62.4%		7	9.6%	2	2.7%	2	2.7%
Asian	14	14	12.0%		2	14.3%	-	0.0%	-	0.0%
Black	20	17	14.5%		2	11.8%	1	5.9%	1	5.9%
Hispanic	41	40	34.2%		3	7.5%	1	2.5%	1	2.5%
Other inc 2 or more	2	2	1.7%		-	0.0%	-	0.0%	-	0.0%
White	41	36	30.8%		16	44.4%	1	2.8%	1	2.8%
Unknown Ethnicity	8	8	6.8%		2	25.0%	-	0.0%	-	0.0%
White+Unknown	49	44	37.6%		18	40.9%	1	2.3%	1	2.3%
Veterans	1	1	0.9%		-	0.0%	-	0.0%	-	0.0%
Indiv. w Disabilities	15	14	12.0%		8	57.1%	1	7.1%	1	7.1%

			Least Selected:		Least Selected:		Least Selected:	
			Female	*Adverse*	Female	*Adverse*	Female	*Adverse*
			Ttl Minorities	*Adverse*	White+Unk	*OK Sel*	White+Unk	*OK Sel*
Percent Female		53.0%	36.0%		0.0%		0.0%	
Percent Total Minorities		62.4%	28.0%		66.7%		66.7%	
Percentage Veterans		0.9%	0.0%		0.0%		0.0%	
Percentage w Disabil.		12.0%	32.0%		33.3%		33.3%	

Borough of Manhattan Community College

Job Group Summary

IT Computer Professional

	Records	Applicants	Appl%		Interviews	Selection Rate %	Offers	Selection Rate %	Hires	Selection Rate %
Total + Total Selection Rate	149	144	96.6%		14	9.7%	3	2.1%	3	2.1%
Male	126	122	84.7%		12	9.8%	3	2.5%	3	2.5%
Female	15	15	10.4%		2	13.3%	-	0.0%	-	0.0%
Other	1	1	0.7%		-	0.0%	-	0.0%	-	0.0%
Unknown	7	6	4.2%		-	0.0%	-	0.0%	-	0.0%
Total Min	129	125	86.8%		13	10.4%	3	2.4%	3	2.4%
Asian	45	44	30.6%		7	15.9%	1	2.3%	1	2.3%
Black	36	34	23.6%		3	8.8%	-	0.0%	-	0.0%
Hispanic	43	42	29.2%		3	7.1%	2	4.8%	2	4.8%
Other inc 2 or more	5	5	3.5%		-	0.0%	-	0.0%	-	0.0%
White	14	14	9.7%		1	7.1%	-	0.0%	-	0.0%
Unknown Ethnicity	6	5	3.5%		-	0.0%	-	0.0%	-	0.0%
White+Unknown	20	19	13.2%		1	5.3%	-	0.0%	-	0.0%
Veterans	3	3	2.1%		-	0.0%	-	0.0%	-	0.0%
Indiv. w Disabilities	13	12	8.3%		-	0.0%	-	0.0%	-	0.0%

			Least Selected:		Least Selected:		Least Selected:	
			Male+Oth	*Adverse*	Female	*Adverse*	Female	*Adverse*
			White+Unk	*Adverse*	White+Unk	*Adverse*	White+Unk	*Adverse*
Percent Female		10.4%	14.3%		0.0%		0.0%	
Percent Total Minorities		86.8%	92.9%		100.0%		100.0%	
Percentage Veterans		2.1%	0.0%		0.0%		0.0%	
Percentage w Disabil.		8.3%	0.0%		0.0%		0.0%	

Borough of Manhattan Community College

Job Group Summary
Laborers and Helpers

	Records	Applicants	Appl%		Interviews	Selection Rate %	Offers	Selection Rate %	Hires	Selection Rate %
Total + Total Selection Rate	83	81	97.6%		7	8.6%	-	0.0%	-	0.0%
Male	54	53	65.4%		5	9.4%	-	0.0%	-	0.0%
Female	24	23	28.4%		1	4.3%	-	0.0%	-	0.0%
Other	-	-	0.0%		-	0.0%	-	0.0%	-	0.0%
Unknown	5	5	6.2%		1	20.0%	-	0.0%	-	0.0%
Total Min	76	74	91.4%		6	8.1%	-	0.0%	-	0.0%
Asian	6	6	7.4%		-	0.0%	-	0.0%	-	0.0%
Black	45	45	55.6%		5	11.1%	-	0.0%	-	0.0%
Hispanic	22	20	24.7%		1	5.0%	-	0.0%	-	0.0%
Other inc 2 or more	3	3	3.7%		-	0.0%	-	0.0%	-	0.0%
White	4	4	4.9%		-	0.0%	-	0.0%	-	0.0%
Unknown Ethnicity	3	3	3.7%		1	33.3%	-	0.0%	-	0.0%
White+Unknown	7	7	8.6%		1	14.3%	-	0.0%	-	0.0%
Veterans	2	2	2.5%		1	50.0%	-	0.0%	-	0.0%
Indiv. w Disabilities	1	1	1.2%		-	0.0%	-	0.0%	-	0.0%

				Least Selected:		Least Selected:		Least Selected:	
				Female	*Adverse*	Male+Oth	*OK Sel*	Male+Oth	*OK Sel*
				Ttl Minorities	*Adverse*	White+Unk	*OK Sel*	White+Unk	*OK Sel*
Percent Female			28.4%	14.3%		#DIV/0!		#DIV/0!	
Percent Total Minorities			91.4%	85.7%		#DIV/0!		#DIV/0!	
Percentage Veterans			2.5%	14.3%		#DIV/0!		#DIV/0!	
Percentage w Disabil.			1.2%	0.0%		#DIV/0!		#DIV/0!	

Borough of Manhattan Community College

Job Group Summary

Security Manager

	Records	Applicants	Appl%		Interviews	Selection Rate %	Offers	Selection Rate %	Hires	Selection Rate %
Total + Total Selection Rate	41	36	87.8%		6	16.7%	1	2.8%	1	2.8%
Male	29	27	75.0%		4	14.8%	1	3.7%	1	3.7%
Female	11	8	22.2%		2	25.0%	-	0.0%	-	0.0%
Other	-	-	0.0%		-	0.0%	-	0.0%	-	0.0%
Unknown	1	1	2.8%		-	0.0%	-	0.0%	-	0.0%
Total Min	34	29	80.6%		6	20.7%	1	3.4%	1	3.4%
Asian	1	1	2.8%		-	0.0%	-	0.0%	-	0.0%
Black	18	13	36.1%		3	23.1%	-	0.0%	-	0.0%
Hispanic	14	14	38.9%		3	21.4%	1	7.1%	1	7.1%
Other inc 2 or more	1	1	2.8%		-	0.0%	-	0.0%	-	0.0%
White	6	6	16.7%		-	0.0%	-	0.0%	-	0.0%
Unknown Ethnicity	1	1	2.8%		-	0.0%	-	0.0%	-	0.0%
White+Unknown	7	7	19.4%		-	0.0%	-	0.0%	-	0.0%
Veterans	3	3	8.3%		1	33.3%	1	33.3%	1	33.3%
Indiv. w Disabilities	1	1	2.8%		-	0.0%	-	0.0%	-	0.0%

			Least Selected:		**Least Selected:**		**Least Selected:**	
			Male+Oth	*Adverse*	Female	*Adverse*	Female	*Adverse*
			White+Unk	*Adverse*	White+Unk	*Adverse*	White+Unk	*Adverse*
Percent Female		22.2%	33.3%		0.0%		0.0%	
Percent Total Minorities		80.6%	100.0%		100.0%		100.0%	
Percentage Veterans		8.3%	16.7%		100.0%		100.0%	
Percentage w Disabil.		2.8%	0.0%		0.0%		0.0%	

Appendix G   Utilization of Individuals with Disabilities by Job Group

This Appendix presents the total staff in each job group with the number and percentage of Individuals with Disabilities.

The federal guideline for staffing of Individuals with Disabilities is 7.0% for each job group. While there is a requirement to report staffing, there is no requirement to calculate underutilization or to set placement goals.

The federal guideline for representation is 7% for each job group.

Total Individual(s) with Disabilities: 53   Percent of total reported employees: 1.8%

Category: Executive/Administrative/Managerial	Staff	Indiv. with Disabilities	Rate
Admin 1: Executive	21	0	0.0%
Admin 2: Managerial	117	4	3.4%
Admin 2: Managerial Adjunct	106	1	0.9%
Managerial: Facilities	5	0	0.0%
Managerial: Info Tech	1	0	0.0%
Managerial: Security	6	0	0.0%

Category: Professional Faculty	Staff	Indiv. with Disabilities	Rate
Faculty: Professoriate	426	12	2.8%
Faculty: Librarian	14	3	21.4%
Faculty: Instructor	22	2	9.1%
Faculty: Lecturer	99	3	3.0%
Faculty: Lecturer Adjunct	638	5	0.8%
Faculty: Professoriate Adjunct	293	4	1.4%
Faculty: Developmental	31	0	0.0%
Faculty: Continuing Education	37	0	0.0%

Category: Professional Non-Faculty	Staff	Indiv. with Disabilities	Rate
Accountant: Professional	6	0	0.0%
Admin 3: Professional	220	8	3.6%
Disability Accommodation Specl Adjunct	4	0	0.0%
Info Tech: Professional	38	0	0.0%
Nurse Adjunct	1	0	0.0%

Category: Administrative Support Workers	Staff	Indiv. with Disabilities	Rate
Accountant: Assistant	7	0	0.0%
Administrative Assistant	9	0	0.0%
Office Assistant	73	5	6.8%
Office Assistant Adjunct	383	4	1.0%
Mail Services Worker	1	0	0.0%

Category: Technicians	Staff	Indiv. with Disabilities	Rate
Admin 4: College Lab Technician	35	0	0.0%
Admin 4: College Lab Technician Adjunct	97	0	0.0%
Broadcast-Media	2	0	0.0%
Broadcast-Media Adjunct	3	0	0.0%
Engineering Technician	1	0	0.0%
Info Tech: Technician	8	0	0.0%
Info Tech: Technician Adjunct	8	0	0.0%
Print Media Technician	8	0	0.0%

Category: Craft Workers	Staff	Indiv. with Disabilities	Rate
Skilled Trades: Supervisory	2	0	0.0%
Skilled Trades: Not Supervisory	44	1	2.3%
Laborers and Helpers	9	0	0.0%
Basic Crafts-Buildings and Grounds	2	0	0.0%

Category: **Service Workers**

	Staff	Indiv. with Disabilities	Rate
Campus Public Safety Sergeant	9	0	0.0%
Campus Peace Officer	15	1	6.7%
Campus Security Assistant	32	0	0.0%
Campus Security Assistant Adjunct	6	0	0.0%
Custodial: Supervisory	14	0	0.0%
Custodial: Assistant	53	0	0.0%
Custodial: Assistant Adjunct	30	0	0.0%