

# **2024-2025 AFFIRMATIVE ACTION PLANS**

## **Borough of Manhattan Community College**

### **City University of New York**

#### **Addendum Covering Italian Americans, as per CUNY's designation of Italian American as a protected ethnicity**

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## PART ONE: INTRODUCTION AND BACKGROUND

This report is an annual update CUNY's employment and advancement of Italian Americans. CUNY's Chancellor designated Italian Americans as a protected ethnicity at CUNY in 1976. CUNY began formally tracking the representation of Italian Americans beginning in the 1990's.

Borough of Manhattan Community College (BMCC) is one of the affirmative action establishments at the City University of New York (CUNY). CUNY's business rules for reporting data on Italian Americans mirror those developed for compliance with federal Affirmative Action regulations. For clarity, this report will not repeat the content in the federal Affirmative Action Plan.

The employee census date is June 1, 2024. The previous reporting year was June 1, 2023 – May 31, 2024. The program year for this plan is September 1, 2024 – August 31, 2025.

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

### Overview

Refer to the federal Affirmative Action Plan for an overview of our unit.

### Policies

CUNY posts its policies on non-discrimination, sexual misconduct, and affirmative action on its website.

**Appendix B** of the federal Affirmative Action Plan provides the text of these policies.

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

CUNY periodically reaffirms its commitment to Equal Employment Opportunity, through publishing its policies in several locations and including policy on job postings. Management issues an annual reaffirmation letter (see **Appendix C**), which references CUNY's policy related to Italian Americans.

### Responsibilities

The entire community participates in promoting diversity and inclusion. We have assigned certain responsibilities, as detailed in the federal Affirmative Action Plan. Additionally, the following apply to employment and inclusion of Italian Americans:

#### University Management

In 2022-2023, CUNY participated in an Expert Panel Review process. The Panel evaluated

methods by which CUNY collects and reports information on Italian American employees. The Panel's scope included methods to encourage self-identification and to calculate Labor Market Availability. CUNY's University Office of Recruitment and Diversity (ORD) and CUNY's Calandra Institute for Italian American studies cooperate on promoting inclusion of Italian Americans.

## **PART TWO: DATA AND ANALYSIS**

### **Collecting Employee Data**

We extracted data on active employees as of June 1, 2024, from CUNY's system of record, CUNYfirst. We include personnel on most paid leaves, including medical and fellowship/sabbatical leave. We exclude personnel on terminal leave, such as retirement leave, student workers (including Graduate Assistants), and people employed separately by CUNY's Research Foundation.

We invite 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.

### **Self-Identification Categories**

We evaluate representation by race/ethnicity for the Italian American affirmative action plan using the following categories:

- Total Protected Ethnicities (all federally protected ethnicities other than White), reported as a single category
- Asian (consolidates Asian, Hawaiian, and Other Pacific Islander)
- Black/African American
- Hispanic/Latino
- Italian American (not a federally protected ethnicity)
- White (not a federally protected ethnicity).

We ask employees to self-identify Italian American status. Additionally, we invite employees to voluntarily provide data on their ancestries from a list of approximately sixty categories.

We count employees who identify as both Italian American and a federally protected ethnicity in both categories. As a result, we count some employees twice when evaluating ethnicity.

The federal government is 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)

- Personnel and Recruiting Activity (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) such as the *Educational Institutions Technical Assistance Guide (2019)*.

## **Workforce Analysis**

Workforce Analysis is a review of employees organized by their assigned division and department. We review demographic data by job title in order of rank (salary range).

Due to length, we do not publish the Workforce Analysis charts in this report.

Tables 1 and 2 summarize the workforce by job group and faculty workforce by tenure status.

## **Job Group Analysis**

Job Group Analysis is a review by job function based on groups of jobs with similar duties and qualifications. For some reports we “roll up” job groups into categories based on the federal EEO-1 coding system.

CUNY organizes data about College Laboratory Technicians by assigning the employees’ departments to one of two categories: Scientific/Engineering/Technical or General (non-scientific) category.

Because there is no reliable labor market data on Italian American status available by academic discipline, we analyze faculty by job group only.

## **Utilization Analysis**

We compare CUNY’s workforce with an estimated labor market availability by job group. We evaluate utilization for females, federal ethnicity categories (Asian, Black/African American, and Hispanic/Latino and Total Minorities), and Italian Americans.

Labor market availability is a benchmark calculated by job group. It is an estimate of the ratio of females, federally protected ethnicities, and Italian Americans available for employment. This information is based on both an external labor market in a reasonable geographic area, and an internal labor market of CUNY personnel eligible for advancement. We last calculated labor market availability in 2023.

It is not possible for anyone to exactly calculate labor market availability, as all calculations are based on historical data. We consider the calculations and the resulting findings to be

general indicators.

We calculated an internal labor market utilizing lists of CUNY-wide appointments between 2017-2022. For Classified Civil Service titles, we also consulted with CUNY's Director of Civil Service Operations. This review resulted in a percentage of internal advancements for each job group. The resulting demographics are based on persons employed as of June 1, 2022.

For external labor market calculations, we utilized the US Census American Community Survey (ACS), 5-year estimate, 2017-2021 (final), extracted from University of Minnesota's Integrated Public User Microdata Sample (IPUMS). We selected data based on geography, labor force participation, occupation, and educational attainment.

To identify Italian American ancestry, we utilize the "Ancestry 1", and "Ancestry 2" fields in the American Community Survey. Prior to 2023, CUNY counted the first ancestry identified at 100% and the second ancestry identified at 50%. As of 2023, we count any identification of Italian American ancestry at 100%.

We combine internal and external labor market calculations in proportion to the numbers of internal advancements and external hires into each job group.

**Appendix D** details utilization/underutilization in each category. We prioritize job groups with underutilization for placement goals and outreach for hiring and advancement.

While we expect year-to-year variations to be a result of implementing our affirmative action plans, variations may also arise from changes in availability, hires, advancements, and separations.

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

## **Illustrative Tables**

***Table 1: Workforce by Job Group and Category***

***Table 2: Full-Time Faculty by Title and Tenure Status***

***Table 3: Historical Changes in Underutilization – Faculty***

***Table 4: Historical Changes in Underutilization – Staff and College Laboratory Technicians***

Administrative Support Workers

Job Group	Ttl Empls	Female #	Female %	Pro. Eth #	Pro. Eth %	Ital. Am. #	Ital. Am. %
Office Assistant	65	56	86.2%	56	86.2%	3	4.6%
Office Assistant Adjunct	500	302	60.4%	424	84.8%	3	0.6%
Mail Services Worker	3	1	33.3%	3	100.0%	0	0.0%

Technicians

Job Group	Ttl Empls	Female #	Female %	Pro. Eth #	Pro. Eth %	Ital. Am. #	Ital. Am. %
Admin 4: College Lab Technician	33	11	33.3%	26	78.8%	1	3.0%
Admin 4: College Lab Technician Adjunct	85	35	41.2%	58	68.2%	1	1.2%
Broadcast-Media	2	0	0.0%	2	100.0%	0	0.0%
Broadcast-Media Adjunct	4	1	25.0%	4	100.0%	1	25.0%
Engineering Technician	1	1	100.0%	1	100.0%	0	0.0%
Info Tech: Technician	7	4	57.1%	6	85.7%	0	0.0%
Info Tech: Technician Adjunct	9	3	33.3%	8	88.9%	0	0.0%
Print Media Technician	8	3	37.5%	7	87.5%	0	0.0%

Craft Workers

Job Group	Ttl Empls	Female #	Female %	Pro. Eth #	Pro. Eth %	Ital. Am. #	Ital. Am. %
Skilled Trades: Supervisory	2	0	0.0%	1	50.0%	0	0.0%
Skilled Trades: Not Supervisory	43	0	0.0%	19	44.2%	1	2.3%
Laborers and Helpers	10	0	0.0%	9	90.0%	1	10.0%
Basic Crafts-Buildings and Grounds	2	0	0.0%	1	50.0%	0	0.0%

Service Workers

Job Group	Ttl Empls	Female #	Female %	Pro. Eth #	Pro. Eth %	Ital. Am. #	Ital. Am. %
Campus Public Safety Sergeant	10	6	60.0%	9	90.0%	0	0.0%
Campus Peace Officer	13	3	23.1%	13	100.0%	0	0.0%
Campus Security Assistant	33	15	45.5%	32	97.0%	0	0.0%
Campus Security Assistant Adjunct	2	1	50.0%	2	100.0%	0	0.0%
Custodial: Supervisory	12	5	41.7%	12	100.0%	0	0.0%
Custodial: Assistant	49	19	38.8%	47	95.9%	2	4.1%
Custodial: Assistant Adjunct	31	9	29.0%	30	96.8%	0	0.0%



Faculty: Lecturer

Distinguished Lecturer	2	1	50.0%	0	0.0%	0	0.0%
Instructors and others PSC	2	1	50.0%	0	0.0%	0	0.0%
Lecturer	23	16	69.6%	5	21.7%	1	4.3%
CCE Certificate Continuous Emp	8	5	62.5%	1	12.5%	0	0.0%
Lecturer track CCE	13	9	69.2%	4	30.8%	0	0.0%
Substitute >=6 Mo Or Prior Ben	2	2	100.0%	0	0.0%	1	50.0%
Lecturer Doc Sch	34	19	55.9%	13	38.2%	0	0.0%
CCE Certificate Continuous Emp	13	7	53.8%	2	15.4%	0	0.0%
Lecturer track CCE	19	11	57.9%	11	57.9%	0	0.0%
Substitute >=6 Mo Or Prior Ben	2	1	50.0%	0	0.0%	0	0.0%
Clinical Professor	1	1	100.0%	0	0.0%	0	0.0%
Instructors and others PSC	1	1	100.0%	0	0.0%	0	0.0%

Faculty: Librarian

Lecturer-Librarian	1	1	100.0%	0	0.0%	0	0.0%
Lecturer track CCE	1	1	100.0%	0	0.0%	0	0.0%
Asst Professor-Librarian	2	2	100.0%	2	100.0%	0	0.0%
Tenured	1	1	100.0%	1	100.0%	0	0.0%
Track Tenure	1	1	100.0%	1	100.0%	0	0.0%
Assc Professor-Librarian	7	6	85.7%	1	14.3%	0	0.0%
Tenured	7	6	85.7%	1	14.3%	0	0.0%
Professor-Librarian	2	2	100.0%	1	50.0%	0	0.0%
Tenured	2	2	100.0%	1	50.0%	0	0.0%

Faculty: Professoriate

Asst Professor	63	37	58.7%	37	58.7%	2	3.2%
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Faculty: Professoriate

Asst Professor	63	37	58.7%	37	58.7%	2	3.2%
Substitute >=6 Mo Or Prior Ben	1	0	0.0%	0	0.0%	0	0.0%
Tenured	14	9	64.3%	8	57.1%	0	0.0%
Track Tenure	48	28	58.3%	29	60.4%	2	4.2%
Ascc Professor	123	62	50.4%	46	37.4%	3	2.4%
Tenured	120	61	50.8%	44	36.7%	2	1.7%
Track Tenure	3	1	33.3%	2	66.7%	1	33.3%
Professor	173	71	41.0%	44	25.4%	6	3.5%
Tenured	172	70	40.7%	43	25.0%	6	3.5%
Track Tenure	1	1	100.0%	1	100.0%	0	0.0%
Distinguished Prof - External	1	1	100.0%	0	0.0%	0	0.0%
Instructors and others PSC	1	1	100.0%	0	0.0%	0	0.0%
Distinguished Professor	8	3	37.5%	0	0.0%	0	0.0%
Instructors and others PSC	8	3	37.5%	0	0.0%	0	0.0%

This exhibit summarizes underutilization of protected groups by job group in faculty ranks. We report job groups only in years they have five or more incumbents. The Italian American Plan has calculations only by job group (not job group and discipline as in the federal plan).

This summary reports underutilization in:

- 2024 - 2025 Plan (as of 6/1/2024 - current plan)
- 2023 - 2024 Plan (as of 6/1/2023)
- 2022 - 2023 Plan (as of 6/1/2022)
- 2021 - 2022 Plan (as of 6/1/2021)

In 2023, we updated Labor Market Availability estimates, which could impact results between years. We also began calculating underutilization for adjunct faculty. In 2024, we refined the method to account for multiple adjunct appointments, which could reduce the total adjunct count.

Underutilization indicates areas of outreach for recruitment and advancement. When underutilization does not change year-to-year, it may be due to limited turnover (opportunities to hire or promote into the job group).

There are more details in the plan narrative and in Appendix D (Utilization Analysis).

	Total Faculty	Female	Total Pro. Eth.	Asian/Nat Haw./OPI	Black/ AfricanAm.	Hispanic/ Latino	Italian American
Faculty: Professoriate Adjunct							
2024	287						27
2023	293						28
Faculty: Professoriate							
2024	405						6
2023	426						7
2022	438						
2021	453						
Faculty: Librarian							
2024	13						
2023	14						
2022	12						
2021	12						
Faculty: Lecturer Adjunct							
2024	575						59
2023	638			29			63
Faculty: Lecturer							
2024	105						9
2023	99						8
2022	68			3			4
2021	69			3			5
Faculty: Instructor							
2024	21						
2023	22						
2022	22						1
2021	21	5					

Faculty: Developmental

2024	29			1			4
2023	31			1			4
2022	32			1			4
2021	34			2			4

Faculty: Continuing Education

2024	42					1	4
2023	37						4

This exhibit summarizes underutilization of protected groups for non-faculty, presented by job group (organized by EEO Category, as in the Workforce Summary). We report job groups only in years they have five or more incumbents.

This summary reports underutilization in:

- 2024 - 2025 Plan (as of 6/1/2024 - current plan)
- 2023 - 2024 Plan (as of 6/1/2023)
- 2022 - 2023 Plan (as of 6/1/2022)
- 2021 - 2022 Plan (as of 6/1/2021)

In 2023, we updated Labor Market Availability estimates, which could impact results between years. We also began calculating underutilization for hourly appointments. In 2024, we refined the method to account for multiple hourly appointments, which could reduce the total staff count.

Underutilization indicates areas of potential outreach for recruitment and advancement. When underutilization does not change year-to-year, it may be due to limited turnover (opportunities to hire or promote into the job group).

There are more details in the plan narrative and in Appendix D (Utilization Analysis).

Executive/Administrative/Managerial

Total Staff	Female	Total Pro. Eth.	Asian/Nat Haw./OPI	Black/ African Am.	Hispanic/ Latino	Italian American
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Admin 1: Executive

2024	25					
2023	21					
2022	19					
2021	18					

Admin 2: Managerial

2024	118					8
2023	117					7
2022	117					6
2021	113					5

Admin 2: Managerial Adjunct

2024	87		5			10
2023	106		6			11

Managerial: Facilities

2023	5					1
2022	5		1			1
2021	5		1			1

Managerial: Security

2024	5	1		1		
2023	6	1		1		1
2022	5	1		1		1
2021	6	1		1		1

Professional Non-Faculty

Total Staff	Female	Total Pro. Eth.	Asian/Nat Haw./OPI	Black/ African Am.	Hispanic/ Latino	Italian American
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Accountant: Professional

2024	5		1			
2023	6		2			
2021	5					

Professional Non-Faculty

Admin 3: Professional

	Total Staff	Female	Total Pro. Eth.	Asian/Nat Haw./OPI	Black/ African Am.	Hispanic/ Latino	Italian American
2024	209						24
2023	220						25
2022	219						22
2021	234						25

Info Tech: Professional

2024	38						3
2023	38						3
2022	40						3
2021	32	8					3

Administrative Support Workers

Accountant: Assistant

	Total Staff	Female	Total Pro. Eth.	Asian/Nat Haw./OPI	Black/ African Am.	Hispanic/ Latino	Italian American
2024	6						1
2023	7						1
2022	12						2
2021	13						2

Administrative Assistant

2024	10					1	
2023	9					1	
2022	11					1	
2021	11					1	

Office Assistant

2024	65						4
2023	73						5
2022	80						12
2021	87						13

Office Assistant Adjunct

2024	500	79					74
2023	383						56

Technicians

Admin 4: College Lab Technician

College Lab Tech: Other

	Total Staff	Female	Total Pro. Eth.	Asian/Nat Haw./OPI	Black/ African Am.	Hispanic/ Latino	Italian American
2024	14	8		1			2
2023	15	9		1			3
2022	15			3			2
2021	17			4			2

Admin 4: College Lab Technician

College Lab Tech: Science, Tech, Eng.

2024	19	2					1
2023	20						1
2022	19						1
2021	18						1

Admin 4: College Lab Technician Adjunct

College Lab Tech: Other

Technicians

Admin 4: College Lab Technician Adjunct

College Lab Tech: Other

2024	33	11		2			6
2023	29	6		2			5

Admin 4: College Lab Technician Adjunct

College Lab Tech: Science, Tech, Eng.

2024	52	6		3			5
2023	68	11					7

Info Tech: Technician

2024	7			1	1		1
2023	8			1			1

Info Tech: Technician Adjunct

2024	9						1
2023	8			1			1

Print Media Technician

2024	8						1
2023	8						1
2022	8						1
2021	8						1

Craft Workers

Laborers and Helpers

2024	10	2		1		1	
2023	9	2		1		2	
2022	9	2		1		2	
2021	10	2				2	

Skilled Trades: Not Supervisory

2024	43	1					5
2023	44	1					4
2022	45	1					4
2021	47	1					5

Service Workers

Campus Peace Officer

2024	13	1					1
2023	15	2					1
2022	23						4
2021	30						5

Campus Public Safety Sergeant

2024	10					1	
2023	9					2	
2022	10					1	
2021	10					1	

Campus Security Assistant

Service Workers

	Total Staff	Female	Total Pro. Eth.	Asian/Nat Haw./OPI	Black/ African Am.	Hispanic/ Latino	Italian American
Campus Security Assistant							
2024	33						3
2023	32					3	3
2022	37					2	3
2021	33					3	3
Campus Security Assistant Adjunct							
2023	6						1
Custodial: Assistant							
2024	49			1			
2023	53			2			
2022	57			2			3
2021	54			2			3
Custodial: Assistant Adjunct							
2024	31			2		5	2
2023	30			2		4	2
Custodial: Supervisory							
2024	12			1		3	
2023	14			1		3	
2022	16			1		2	1
2021	16			1			1



## Personnel and Recruiting Activity

### Personnel Activity

We review personnel actions for adverse impact. We compare rates of hiring, promotion, and termination by gender and ethnicity. We review activity for each job group, but report results only for groups with a material number of actions and/or applicants.

**Appendix E** in the main federal plan summarizes job actions, including tenure, by gender and ethnicity.

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

***Table 5: Tenure Summary***

Faculty Group	Total Tenure Awards	Tenure Awards to Females	Tenure Awards to Federally Protected Ethnicities	Tenure Awards to Italian Americans	Tenure Awards Denied
Professors	4	1	3		0
Associate Professors	10	3	3		0
Assistant Professors	7	3	4		0
Lecturers	0	0	0		0

### Recruiting Activity

**Appendix F** in the main federal plan summarizes recruiting and selection by job group for searches concluded with a job offer between June 1, 2023, and May 31, 2024.

We made one exceptions to open posting and search requirements. The Chief Diversity Officer and University Human Resources review exception requests. We may grant search exceptions when it is highly unlikely that we could fill the position competitively (such as a job having unique qualification requirements). We also grant exceptions for positions representing a transfer of funding for employees originally hired by a separate entity.

Of one exception, we awarded one to a female and one to a member of federally protected ethnicities. We awarded zero exceptions to Italian Americans. One exception was for an

initial hire. Zero represented advancements of current personnel. Zero represented transfers of funding and other reasons.

**Table 6: Exceptions to the Search Process**

<b>Employee Group</b>	<b>Total Exceptions</b>	<b>Exceptions-Females</b>	<b>Exceptions-Federally Protected Ethnicities</b>	<b>Exceptions-Italian Americans</b>
Executives (Admin 1)	0	0	0	0
Higher Education Officers (Admin 2/ Admin 3)	0	0	0	0
Faculty	1	1	1	0
Other (Describe)	0	0	0	0

## 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.

### 2023-2024: Prior Year Programs

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

**Table 7: Summary of Programs, 2023-2024**

Program	Job Group/Impact
Designing for Success: Taking What Works to Scale	<p><a href="#"><u>BMCC Strategic Plan 2020-2025</u></a></p> <p>With an understanding that BMCC seeks to improve student learning and educational outcomes not incrementally but <i>dramatically</i>, four goals were developed to drive the <a href="#"><u>Designing for Success Strategic Planning</u></a> process. As a result of the comprehensive two-year process, these goals were transitioned into overarching strategic priorities for the <a href="#"><u>2020-2025 strategic plan</u></a>. 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.</p> <p>The resulting strategic priorities for Designing for Success are:</p> <ul style="list-style-type: none"><li>● Improve retention to double degree completion rates, and increase successful transfer and baccalaureate attainment;</li><li>● Improve learning through culturally</li></ul>

Program	Job Group/Impact
	<p>responsive and sustaining pedagogy and support;</p> <ul style="list-style-type: none"> <li>● Expand career development leading to meaningful work with family-sustaining wages;</li> <li>● Achieve equity in student outcomes in a college community in which all members can thrive; and</li> <li>● Strengthen BMCC’s role in creating an equitably thriving NYC.</li> </ul> <p>In addition to implementing strategies designed to improve student learning and educational outcomes, the BMCC Strategic Plan 2020-2025 includes a strategic goal (Strategic Goal 5), a commitment to strengthening a culture of care for faculty and staff. Planned strategic actions include:</p> <ul style="list-style-type: none"> <li>● Scale in-person and virtual programming and interventions to bolster a sense of belonging within the College community</li> <li>● 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</li> <li>● Partner with community-based organizations, business and industry, and governmental agencies to advocate for addressing and alleviating student, faculty, and staff basic needs</li> </ul> <p>Additionally, the strategic plan aims to strengthen BMCC’s role in thriving New York City as a leading community college nationally (Strategic Goal 6). Planned</p>

Program	Job Group/Impact
	<p>strategic actions include:</p> <ul style="list-style-type: none"> <li>● 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</li> <li>● Utilize, support, and publicize faculty and staff research on student success to improve learning, retention, graduation, transfer, and other educational outcomes</li> <li>● Demonstrate leadership and a commitment to increase equity, foster inclusion, and dismantle systematic racism.</li> </ul>
<p><b>Race, Equity, and Inclusion (REI) Steering Committee</b></p>	<p>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 and 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.</p> <p>The primary role of REI is to serve in an advisory capacity to the President and the leadership of the College. The changes REI</p>

Program	Job Group/Impact
	<p>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. We seek transformational change for today and the future.</p> <p>The REI Steering Committee comprises four (4) subcommittees, each led by a Convener/Chair and a Student Advisory Group. Each subcommittee will identify strategies for recommendation and implementation to cultivate a more diverse, equitable, and inclusive teaching and learning college community and, more directly put, address systematic, systemic, and structured inequities.</p> <p>The four subcommittees' priorities are:</p> <ol style="list-style-type: none"> <li>1. <b>REI Course</b>  <b>Designation:</b> Strengthening BMCC curriculum and pedagogy in Black, race, and ethnic studies by acknowledging systemic racism and ensuring the curriculum is culturally competent and representative of our student body.</li> <li>2. <b>Social Justice Week:</b> Plan and execute Social Justice Week, identifying a theme that aligns with the REI mission, proposing and selecting speakers and presenters for Social Justice Week events, and managing promotion, marketing, and</li> </ol>

Program	Job Group/Impact
	<p>messaging.</p> <p><b>3. Campus Climate:</b> Research and identify best practices for disseminating the climate survey, ensuring the use of clear and actionable language, alignment and synergy with existing and forthcoming surveys, and coordination with the Public Affairs office to ensure effective communication and dissemination of survey results.</p> <p><b>4. Enhancing REI Presence, Engagement, and Messaging:</b> Identify and designate committee members to collaborate with the Public Affairs team to coordinate messaging and outreach efforts, research best practices in marketing, communication, and outreach strategies other institutions use, and develop a refined communication strategy. Develop tailored messaging and marketing plans for stakeholders, including faculty, staff, students, and the broader community.</p> <p><b>Student Advisory Group</b></p> <p>The REI Steering Committee recognizes the importance of including student perspectives in achieving its mission and goals. To further foster student participation, REI has established a Student Advisory Group. This group will allow students to contribute and engage in planning committees, particularly regarding Social Justice Week. Representatives are invited or nominated by college members to</p>

Program	Job Group/Impact
	<p>serve on this committee. Additionally, we encourage students to actively volunteer and take part in building a more diverse and inclusive community.</p> <p>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 Student Government Association (SGA) to improve a sense of belonging on campus and introduce a campus climate survey.</p> <p><b>Social Justice Week 2024 - "Challenging Conversations: Building Pathways to Hope and Unity," (March 19-21, 2024).</b> The REI committee presented the College's third annual Social Justice Week, with featured panels, workshops, and other events that explored the theme, "Challenging Conversations: Building Pathways to Hope and Unity." The 2024 Social Justice Week opened with conversations that spoke about historical and more recent challenges to democracy and how they impede the social justice movement. BMCC's goal is to inspire and engage the BMCC community, students, faculty, and staff in meaningful conversations that transcend our differences and unite us in the pursuit of social justice.</p> <p>Below are some topics and events the REI committee facilitated during Social Justice Week 2024.</p> <ul style="list-style-type: none"> <li>● Keynote Address by Dr. Jelani Cobb, Dean of the Columbia University Graduate School of Journalism</li> <li>● Keynote Address by Professor Salguero McGee, Director of</li> </ul>



Program	Job Group/Impact
	<p>Intercultural Student Engagement and Dialogue at CUNY</p> <ul style="list-style-type: none"> <li>• Updates on BMCC’s work with the USC Race and Equity Center to administer the National Assessment of Collegiate Campus Climate by Lashallah Burgess, Director of CUNY Start Programs at BMCC and a member of REI’s Campus Climate Survey</li> <li>• “Black Steel in the Hour of Chaos: Hip Hop Politics, Prison Reform and Abolition,” led by Ethnic and Race Studies Professor Remy Salas and including a discussion with Linda Tigani, Chair and Executive Director of the NYC Commission on Racial Equity, Carlene Pinto, Immigration Campaign Manager for the NY Immigration Coalition, and BMCC students.</li> </ul>
<p><b>Center for Excellence in Teaching, Learning, and Scholarship (CETLS - BMCC)</b></p>	<p>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 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.</p> <ul style="list-style-type: none"> <li>• Queer Communities Faculty Interest Group (FIG), September</li> </ul>

Program	Job Group/Impact
	<p>15, 2023, September 18, 2023, and October 6, 2023.</p> <ul style="list-style-type: none"> <li>● Improving Course Accessibility: Getting Started with Blackboard Ally, September 21, 2023.</li> <li>● Inaccessible Accessibility: Exploring Access to Disability Services via Websites and Office Names in CUNY, November 10, 2023.</li> <li>● Banned Books Panel Discussion Featuring Eliot Schrefer, New York Times Bestselling Author, November 14, 2023.</li> <li>● Black Women Navigating Historically White Higher Education Institutions and the Journey Toward Liberation, December 7, 2023.</li> <li>● Responding to Incidents of Racism on Campus: Our Role as Faculty and Staff, February 29, 2024.</li> <li>● Inaccessible Accessibility: Exploring Access to Disability Services via Websites and Office Names, March 8, 2024.</li> <li>● Book Talk: The Children of the People: Writings By and About CUNY Students on Race and Social Justice, April 15, 2024.</li> </ul>
<b>New Faculty Orientation: EEO and Sexual Harassment Training for New Faculty</b>	<p>On September 8, 2023, as part of the annual New Faculty Orientation, the Office 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. New faculty members also received information about how to</p>

Program	Job Group/Impact
	pursue tenure and promotion opportunities.
<b>EEO Training – Office of Compliance and Diversity</b>	<p>During the plan year, members of the Office of Compliance and Diversity attended various EEO trainings, including the following:</p> <ul style="list-style-type: none"> <li>● Jackson Lewis   DEI Issues &amp; The Supreme Court’s Affirmative Action Decision Webinar, July 6, 2023</li> <li>● BMCC Ethics Training, July 19, 2023, and February 13, 2024</li> <li>● SUNY Student Conduct Institute   CUNY Campus Super User Onboarding, September 22, 2023</li> <li>● NYC Citywide Administrative Services, Welcoming Tomorrow’s Workforce - Business Transformation, September 26, 2023</li> <li>● NYC Citywide Administrative Services, Diverse &amp; Inclusive Recruitment Best Practices, September 27, 2023</li> <li>● NYC Citywide Administrative Services, Managing Through an EEO/DEI Lens, September 27, 2023</li> <li>● NYC Citywide Administrative Services, Creating Belonging- Employee Resource Groups, September 27, 2023</li> <li>● NYC Citywide Administrative Services, Employee Engagement in a Hybrid Work Team, September 28, 2023</li> <li>● NYC Citywide Administrative Services, Intersectionality &amp; EEO Investigation, September 28, 2023</li> <li>● NYC Citywide Administrative Services, Impactful Communication, September 28, 2023</li> <li>● NYC Citywide Administrative Services, Operationalizing Equity Initiatives -</li> </ul>

Program	Job Group/Impact
	<p>Courageous Leadership September 29, 2023</p> <ul style="list-style-type: none"> <li>● Saul Ewing LLP   2023 Annual Executive Series on Labor &amp; Employment Law, October 12, 2023</li> <li>● CUNY Diversity Dialogue: The Trouble with My Name, October 18, 2023</li> <li>● CUNY, Disability Rights in Education (Part 1 of 3), October 27, 2023</li> <li>● CUNY, Title IX/Sexual Misconduct Training Series, October 30, 2023</li> <li>● New York City Commission for Human Rights, Understanding Muslim Experience and Combatting Anti-Muslim Bias, October 2, 2023, and November 17, 2023</li> <li>● CUNY, Title IX Training and Informal Resolution, November 3, 2023</li> <li>● CUNY Professional Development Conference, November 9-10, 2023</li> <li>● CUNY, New York State IT Accessibility Policy and Your Class (Part 2 of 3), November 17, 2023</li> <li>● New York City Commission for Human Rights, Understanding the Jewish Experience and Anti-Semitism, October 23, 2023, and November 28, 2023</li> <li>● CUNY, Best Practices for Teaching Students with Disabilities (Part 3 of 3), December 8, 2023</li> <li>● Manhattan District Attorney's Office, Hate Crimes Training, John Jay College of Criminal Justice, December 18, 2023</li> <li>● U.S Department of Education, Office for Civil Rights, Guidance on Title VI Discrimination Based on Shared Ancestry and Ethnic Characteristics, February 20, 2024</li> </ul>

Program	Job Group/Impact
	<ul style="list-style-type: none"> <li>● CUNY Inclusion, Diversity, Equity and Access (IDEA) Conference, March 14, 2024</li> <li>● BMCC Social Justice Week, March 19-21, 2024</li> <li>● Understanding Anti-Semitism: Past and Present, Queensborough Community College, April 15, 2024</li> <li>● Diversity Dialogue: Replacing Hate &amp; Finding Unity, April 18, 2024</li> <li>● Grand River Solutions   2024 Title IX Regulations: Rapid Response Summary Session for Higher Education Professionals, April 25, 2024</li> <li>● Interfaith America   Advancing Religious Pluralism: Bridging Campus Divides Through Interfaith Cooperation, May 2, 2024</li> <li>● New York City Commission for Human Rights, City Human Rights and Age Discrimination in Employment Workshop, May 29, 2024</li> <li>● Seyfarth Shaw LLP   Strategic Approaches for Conducting DEIB Reviews, June 6, 2024</li> <li>● Seyfarth, Workplace Political Expression: Best Practices for Balancing Employee Rights and Employer Responsibilities, June 13, 2024</li> <li>● EEPC Symposium 2024- Putting the Candidate at the Center of the City's Hiring Process, June 18, 2024</li> <li>● John Jay College: DEI Training, Antisemitism &amp; DEI, June 18, 2024</li> <li>● Dual Narratives: Israel-Palestine Conflict, John Jay College of Criminal Justice, June 20, 2024</li> </ul>

Program	Job Group/Impact
<b>Employee Sexual Misconduct Prevention and Response Course (E-SPARC)</b>	BMCC administered to employees the Employee Sexual and Interpersonal Violence Prevention and Response Course (E-SPARC), a CUNY-wide training program on CUNY's Sexual Misconduct Policy, sexual harassment prevention, and campus-specific information and resources.
<b>EEO and Sexual Harassment Prevention Training for BMCC Community</b>	The Office of Compliance and Diversity provided EEO and sexual harassment prevention training to students, staff and faculty throughout the College, including, but not limited to, the following groups new students, new faculty, SGA, and Department of Public Safety.
<b>ADA Accommodations &amp; Best Practices Training</b>	The Office of Compliance and Diversity continued to work closely with staff and Department Chairs to implement best practices for providing equal opportunity and accommodations to individuals with disabilities. In the fall of 2023, the Chief Diversity Officer presented training on disability accommodations best practices to the Office of Human Resources and the Modern Language Department.
<b>Women's Resource Center</b>	BMCC's Women's Resource Center (WRC) supports and educates all BMCC students, staff, and faculty, focusing on issues women-identified students face. Using intersectional feminism and social justice, WRC provides educational programs, resources, and advocacy for and about women's

Program	Job Group/Impact
	<p>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.</p> <p>Throughout the plan year, WRC provided a robust program of events and learning opportunities for employees and students.</p> <p>WRC hosted information sessions and workshops for Breast Cancer Awareness month in fall 2023, including GE Healthcare Breast Cancer Awareness Campaign, Maurer Foundation Breast Health, a Self-Breast Exam Workshop, and a breast cancer awareness display entitled “My Body is My Temple.”</p> <p>In spring 2024, for Women’s Herstory Month, the WRC hosted workshops and events, which included an opening ceremony titled “Power of the Intentional Women: Past, Present &amp; Future.” Other events and workshops included the following:</p> <ul style="list-style-type: none"> <li>● EmpowerHER Workplace - this event focused on equipping women with the tools and insights needed to thrive in the workplace. The event featured a dynamic panel of successful women</li> </ul>

Program	Job Group/Impact
	<p>from diverse fields, including cybersecurity, acting, bodybuilding, and more.</p> <ul style="list-style-type: none"> <li>● Know Your Worth: Women of Color Advocating for Equity at Work - this event discussed the gender pay gap and how women are significantly paid less than men after one year out of college, part of a systemic culture of devaluing women's labor.</li> <li>● The Anti-Violence Against Women Act (AVAWA): Strategies for Representation, Empowerment, and Self-Determination - this event included an interactive panel discussion on the legal construction of the AVAWA act.</li> <li>● Women in Leadership: The New York City Council - at this event, participants learned about the history of women of color in leadership positions in the New York City Council.</li> </ul> <p>In spring 2024, WRC hosted workshops for Sexual Assault Awareness Month and Denim Day.</p> <p>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</p>



Program	Job Group/Impact
	<p>create a more inclusive environment. The Safe Zone program comprises faculty and staff volunteers committed to being allies and providing support and information to individuals, regardless of their sexual orientation or gender identity. It is a mode of outreach to LGBTQIA+ students and employees 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.</p>
<p><b>Pride Center</b></p>	<p>The Pride Center at BMCC was established in 2022 to foster a supportive environment for all students, faculty, and staff who identify as members of the LGBTQIA+ community. The Pride Center offers events, programs, and services focused on supporting and celebrating the LGBTQIA+ community and educating the BMCC community on inclusion, allyship, and intersectionality.</p> <p>Pride Month: Although Pride Month is celebrated nationally in June, BMCC celebrates it in October since many campus members are away for summer break in June.</p> <p>The Pride Month Committee planned a robust and diverse month-long celebration of Pride Month events focused on history, health, and identity.</p>

Program	Job Group/Impact
	<p>Listed below are some of the events BMCC held throughout October 2023.</p> <ul style="list-style-type: none"> <li>● “If it’s not clear I am Queer?” October 20: A discussion about labels and being Lesbian, Gay, Bisexual, Transgender, Queer, Questioning, Intersex, Asexual, Allies, Pansexual, and more.</li> <li>● “Rainbow Pride and Mental Health,” October 27: A discussion on LGBTQIA+ and mental health awareness.</li> </ul> <p>On November 20, 2023, the College held a “Trans Day of Remembrance Vigil” to provide the BMCC community 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.</p> <p>On April 27, 2024, and March 19 and 28, 2024, the College presented Safe Zone training to the College community. Safe Zone Training explores how to be better allies and create a safe and inclusive space for the Queer Community at BMCC and beyond. The training explores LGBTQIA+ identities, gender, sexuality, and intersectionality and also examines 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 Safe Zone certificate and a</p>

Program	Job Group/Impact
	<p>Safe Zone email signature logo to verify that they are Safe Zone Trained. The training is open to BMCC students, faculty, and staff and is offered annually.</p>
<p><b>Anti-Racist Resources</b></p>	<p>Anti-Racist Resources: Created and maintained by BMCC’s Counseling Center, the <a href="#">Anti-Racist Resources</a> webpage offers the BMCC community extensive educational materials on anti-racism.</p> <p>Racial Trauma Resources: Created and maintained by BMCC’s Counseling Center, the <a href="#">Racial Trauma Resources</a> web page provides information on resources for racial trauma, including resources specifically for Black-identified and Asian-identified individuals and communities.</p> <p>The BMCC Counseling Center also offers a series of ongoing online and in-person <a href="#">groups and workshops</a> to address anti-racist needs. Some of the online groups include:</p> <ul style="list-style-type: none"> <li>● <b>Our Black Voices:</b> This group is designed for Black people across the diaspora (Africa, the Caribbean, the United States, Latin America, and worldwide). It offers a space to breathe easily, knowing you are not alone, collectively grieve injustice, and celebrate Black Excellence. Group leaders assist members in developing daily practices to encourage self-care and self-love even amid chaos.</li> <li>● <b>Queer Connections (&amp; Crafts):</b> This is a safe group where participants can connect in person with other queer individuals to explore experiences as members of the queer community and work</li> </ul>

Program	Job Group/Impact
	<p>on crafting projects. The group is a welcoming, non-judgmental, and confidential space for queer individuals of all identities to relax, create and support each other.</p> <ul style="list-style-type: none"> <li>● <b>Women of Courage:</b> This group nourishes women's individual and collective experiences.</li> </ul>
<b>Mental Health and Wellness</b>	<p>The College provided faculty and staff with resources to promote mental health and wellness during some challenging years.</p> <ul style="list-style-type: none"> <li>● Resilience, Health, and Wellness: A Comprehensive Website to Support the BMCC Community - BMCC 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 building a diverse, connected community that supports its members daily. BMCC's Resilience, Health, and Wellness website offers faculty, students, and staff resources for promoting wellness and finding support in a time of crisis.</li> </ul>

## 2024-2025: Planned Programs

In this section, we share placement goals and planned initiatives.

**Table 8: Planned Programs, 2024-2025**

Program	Job Group/Expected Impact
<b>Designing for Success: Taking What Works to Scale</b>	<p><b><u><a href="#">BMCC Strategic Plan 2020-2025</a></u></b></p> <p>With an understanding that BMCC seeks to improve student learning and educational outcomes not incrementally but dramatically, four goals were developed to drive the <u><a href="#">Designing for Success Strategic Planning</a></u> process. As a result of the comprehensive two-year process, these goals were transitioned into overarching strategic priorities for the <u><a href="#">2020-2025 strategic plan</a></u>. 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:</p> <ul style="list-style-type: none"><li>● Improve retention to double degree completion rates and increase successful transfer and baccalaureate attainment;</li><li>● Improve learning through culturally responsive and sustaining pedagogy and support;</li><li>● Expand career development leading to meaningful work with family-</li></ul>

Program	Job Group/Expected Impact
	<p>sustaining wages;</p> <ul style="list-style-type: none"> <li>● Achieve equity in student outcomes in a college community in which all members can thrive; and</li> <li>● Strengthen BMCC’s role in creating an equitably thriving NYC.</li> </ul> <p>In addition to implementing strategies designed to improve student learning and educational outcomes, the BMCC Strategic Plan 2020-2025 includes a strategic goal (Strategic Goal 5), a commitment to strengthening a culture of care for faculty and staff.</p> <p>Planned strategic actions include:</p> <ul style="list-style-type: none"> <li>● Scale in-person and virtual programming and interventions to bolster a sense of belonging within the College community</li> <li>● 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</li> <li>● Partner with community-based organizations, business and industry, and governmental agencies to advocate for addressing and alleviating student, faculty, and staff basic needs</li> </ul> <p>Additionally, the strategic plan aims to strengthen BMCC’s role in thriving New York City as a leading</p>

Program	Job Group/Expected Impact
	<p>community college nationally (Strategic Goal 6). Planned strategic actions include:</p> <ul style="list-style-type: none"> <li>● 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</li> <li>● Utilize, support, and publicize faculty and staff research on student success to improve learning, retention, graduation, transfer, and other educational outcomes</li> <li>● Demonstrate leadership and a commitment to increase equity, foster inclusion, and dismantle systematic racism.</li> </ul>
<p><b>Race, Equity, and Inclusion (REI) Steering Committee</b></p>	<p>In the 2024-2025 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.</p>

Program	Job Group/Expected Impact
	<p>The REI Subcommittees will continue 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.</p> <p>Additionally, the REI Steering Committee will continue developing recommendations to strengthen institutional practices, processes, and policies and aiding the college in implementing and monitoring these recommendations.</p>
Gender Based Violence Training (GBVT)	<p>Beginning in 2025, in compliance with New York State law and CUNY policy, all Human Resources professionals and campus supervisors and managers with at least one direct report will be required to complete the new Gender Based Violence Training (GBVT), which is committed to ensuring a survivor-centered, trauma-informed, and culturally responsive response for all employees experiencing domestic or gender-based violence, at least once every academic year.</p>



## Ongoing Activities

CUNY's University Human Resources office lists job vacancies with state workforce agencies and veterans' centers and maintains consolidated advertising programs posting with job boards serving individuals identifying as veterans, individuals with disabilities, women, and underrepresented ethnicities. The office maintains accounts for university-wide job posting and outreach, including the Higher Education Recruitment Consortium and the DirectEmployers Association. It provides training to Chief Diversity Officers and Human Resources personnel.

CUNY has mandatory online training programs for faculty and staff on sexual harassment prevention and workplace violence prevention; we regularly review training records and follow up with non-participants.

In 2023-2024, 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 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 is conducted to identify potential areas of concern in the college's communication with its candidates.

CUNY Central's Office of Human 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 sexual harassment prevention training program for faculty and staff; 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.

BMCC continues to broaden the College's diversity recruitment and outreach efforts to hire and retain staff and 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 other sites, to establish BMCC as an employer of choice and distribute BMCC faculty and staff opportunities to diverse recruitment sources. For example, when utilizing LinkedIn 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 group, Minority Nurses and Women in Higher Education. This ensures faculty and staff employment opportunities are widely distributed to a diverse applicant pool.

Furthermore, the College posts faculty and staff employment opportunities 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, regulation changes, and compliance information. Additionally, the Chief Diversity Officer integrates compliance information into faculty, students, and staff training programs.

The Office of Compliance and Diversity reviews job postings to ensure they are consistent with CUNY's policies on equal employment opportunity. The Digital Recruiter works with the hiring managers to develop a tailored strategic diversity recruitment plan. The Office of Compliance and Diversity also reviews applicant pools to ensure each pool includes 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 have underutilization of female or minority employees. The Digital Recruiter works closely with hiring managers to engage in targeted recruitment for individual job opportunities, ensure strategic diversity recruitment outreach, and improve areas of underutilization for each department.

The Office of Compliance and Diversity provided EEO and sexual harassment prevention training to students, staff and faculty throughout the College, including, but not limited to, the following groups new students, new faculty, SGA, and Department of Public Safety.

The Office of Compliance and Diversity continued to work closely with staff and Department Chairs to implement best practices for providing equal opportunity and accommodations to individuals with disabilities. In the fall of 2023, the Chief Diversity Officer presented training

on disability accommodations best practices to the Office of Human Resources and the Modern Language Department.

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

- **Hispanic Heritage Month 2023:** The College held events throughout October and November to celebrate Hispanic heritage. The theme of the celebration was “Together Somos,” and included the following events:
  - Dia De Los Muertos: A week-long activity showcasing students' art efforts and celebrating the Day of the Dead.
  - Hispanic Heritage Month Book Display: The BMCC Library celebrated National Hispanic American Heritage Month with book displays online and in person throughout October and November.
  - Online Art Exhibit by Marcelo DeStefano
  - Flamenco Dance Sessions: Meira Goldberg, a flamenco dancer, teacher, and scholar, led two 60-minute learning sessions about flamenco dance.
  - El Poder de Idioma: a panel discussion on different dialects of the Spanish language and diversity in Latinx culture
  - Canta a la Rais : a musical celebration of Hispanic Heritage, including holiday villancicos performed by community members and led by well-known soprano Mexican singer Monica Abrego
- **Italian Heritage Month 2023:** On October 12, 2023, BMCC celebrated Italian Heritage Month. The celebration’s theme was “Italy in Tribeca” and included various events, including live music, book talks, and an Italian buffet.
- **Afrikan Heritage Month 2024:** BMCC held a series of events throughout February to celebrate Afrikan Heritage Month. The theme for the year’s celebration was “Transformation, Empowerment, and Expression.”
  - Opening Ceremony and Keynote Address (February 7): Craig Wesley, Senior Manager of DEI at the Simons Foundation gave the keynote address.
  - Reparations - A Fantasy or a Reality (February 8): At this event, Adjunct Professor Rob Robinson, discussed reparations and the history of slavery in the United States.
  - NYC Men Teach Day - Black Boys (February 8): Film Screening and Discussion (February 8).
  - Our Story Ain’t Easy to Tell...Memoirs of the Pentatonic Scale (February 14): At this event, 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.
- Music and Arts Department Concert (February 9): a performance of music and art from across the African Diaspora.
  - Navigating Black and Brown Voices (February 22): a discussion on collaborating with the Urban Male Leadership Academy (UMLA).
  - Uknowhowwedu: The Graphic and Sonic History of Hip Hop (February 22): Walter Greason, author of *The Graphic History of Hip Hop*, and Tim Fielder, illustrator, provided a brief history of hip hop and its relation to social struggles.
  - HIV/AIDS Awareness—Its Impact on the Afrikan American and Latino Community (February 28): At this event, guest speakers discussed HIV/AIDS and its impact on communities of color. The event also included information and resources from non-profit organizations specializing in HIV/AIDS and the LGBTQIA+ community.
  - Unifying America with Black History (February 28): At this event, Dr. Dale Caldwell, President of Centenary University, discussed the five Black Halls of Fame that he started and why this history is significant.
- **Asian Heritage Month 2023:** To celebrate BMCC's 35th Annual Asian Heritage Month, BMCC held events throughout the month of April, including the following:
    - Annual Haiku Contest
    - Conversation with Community Activist Jan Lee and *Big Fight in Little Chinatown* Documentary (April 4): Professor Alvin Eng joined Jan Lee, activist and co-founder of Neighbors United Below Canal (NUBC). Jan Lee discussed mobilizing the Chinatown/Asian American community in protests against the proposal for a "mega jail" to be built in Chinatown and the importance of preserving the unique character and lifestyle of the Chinatown community.
    - Film Screenings and Discussions - *Swing Kids* (April 8); *Raazi* (April 11); *Da 5 Bloods* (April 13); *Youth* (April 15), *In this Corner of the World* (April 17)
    - Writer's Cafe with Bushra Rehman (April 19): at this event, author Bushra Rehman spoke about what inspires her as a queer Asian American writer.

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

- Veterans Resource Center held "Welcome Back" events for student veterans in fall 2023 and spring 2024.
- Veterans Resource Center celebrated student veterans by celebrating the following U.S. military holidays: the 234th birthday celebration of the U.S. Coast Guard, the 77th birthday celebration of the U.S. Air Force, the 249th birthday celebration of the U.S. Navy, the 249th birthday celebration of the U.S. Marine Corps, and the 249th birthday

celebration of the U.S. Army.

The Organization for Student Veterans meets weekly to discuss matters of mutual interest and plan club activities and events. BMCC also recognizes veterans by hosting events during Hispanic Heritage Month, Black History Month, and Herstory Month.

### **Internal Audit and Reporting**

The Chief Diversity Officer posts and distributes notices of policies, new/revised regulations, and similar information. They integrate compliance information into faculty, student, and staff training. Chief Diversity Officers communicate elements of the Affirmative Action Plan and make it available for public inspection.

The Chief Diversity Officer's internal control responsibilities include:

- Monitoring personnel actions, including new hires, transfers, promotions, and terminations
- Conducting periodic employee self-identification canvassing
- Reviewing recruiting outreach and advertising
- Monitoring complaints/incident reports
- 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 ensure employment records are complete, accurate, and current
- Completing the annual Affirmative Action certification in the US Department of Labor Contractor Portal.

CUNY has a university-wide discrimination and harassment reporting system which allows for tracking and oversight. More information is available at:

<https://www.cuny.edu/about/administration/offices/hr/discrimination-and-retaliation-report-form/>

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

## **APPENDICES**

### **D. Utilization Analysis (Italian American Plan)**