



BOROUGH OF MANHATTAN COMMUNITY COLLEGE  
THE CITY UNIVERSITY OF NEW YORK

# AFFIRMATIVE ACTION PLAN

FALL 2012

Antonio Pérez, Ed.D., President  
Iyana Titus, Esq., Chief Diversity Officer

**EXECUTIVE ORDER 11246  
AFFIRMATIVE ACTION PLAN (AAP)**

**For**

**Borough of Manhattan Community College  
New York, New York**

**Affirmative Action Program**

**September 1, 2012 – August 31, 2013**

**PARTS I-V: AAP FOR MINORITIES AND WOMEN**

**PART VI: AAP FOR COVERED VETERANS  
AND PERSONS WITH DISABILITIES**

**Iyana Y. Titus, Esq. Chief Diversity Officer  
Borough of Manhattan Community College  
Room S750**



A written copy of this Affirmative Action Plan is available for inspection by any employee or applicant for employment, during normal business hours, in the Chief Diversity/ Affirmative Action Office located at 199 Chambers Street, Room S750. Interested persons should contact Diana Baez, Office Assistant, at (212) 220-1232 or [dbaez@bmcc.cuny.edu](mailto:dbaez@bmcc.cuny.edu). You will also find a copy of this plan in the Library.

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# **NARRATIVE**

## **I. INTRODUCTION**

This report is the annual update of the Affirmative Action Plan (AAP) required by federal regulations for women and federally designated racial/ethnic groups and covered veterans and persons with disabilities and covers the time period for the

Reporting year: July 1, 2011 – June 30, 2012 and  
Program year: September 1, 2012 – August 31, 2013.

### **A. DESCRIPTION OF COLLEGE**

Borough of Manhattan Community College is a comprehensive two-year public community college, a unit of The City University of New York 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 community and to providing quality post-secondary education to the graduates of New York City's high schools. The College's academic calendar consists of a 15 week fall semester, 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 the Associate in Applied Science (A.A.S.). It is an accredited member of the Middle States Association of Colleges and Schools and has also been accredited by the Board of Regents of the University of the State of New York. Furthermore, the College's health programs are accredited by the National League for Nursing Accrediting Commission, the American Health Information Management Association, 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.

### **B. HISTORY**

Borough of Manhattan Community College was chartered in 1963 and opened in 1964 as a small, primarily business-oriented community college offering programs aimed at the business community.

Originally located in 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.

In response to the advent of open admissions in the City University of New York in 1970, and later in response to the emergence of new technologies, by 1974 enrollment had increased to over 6,000 day and evening students



## D. MISSION

As one of twenty-three colleges within The City University of New York, BMCC shares CUNY's mission to preserve academic excellence and extend higher educational opportunity to a diversified urban population. In addition, Borough of Manhattan Community College is dedicated to providing general, liberal arts, career education and continuing education programs, relevant to the needs, interests and aspirations of students of all ages.

The College is committed to offering quality education in pluralistic urban environment, to fostering excellence in teaching, to facilitate the enhancement of learning, and to sustaining full access to higher education for those who seek fulfillment of personal, career or socioeconomic goals. Lastly, BMCC is also committed to providing collaborative programs and services responsive to the educational, cultural and recreational needs of the community.

## II. NON-DISCRIMINATION AND AFFIRMATIVE ACTION POLICIES\*

It is the policy of the Borough of Manhattan Community College 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, or status as victim of domestic violence.

Sexual harassment, a form of sex discrimination, is prohibited under the University's Policy Against Sexual Harassment.

As a part of The City University of New York, a public university system, the Borough of Manhattan Community College adheres to federal, state, and city laws and regulations regarding non-discrimination and affirmative action including among others, 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 and the Age Discrimination Act of 1975, the New York State Human Rights Law and the New York City Human Rights Law. The "protected classes", delineated in Executive Order 11246 include American Indian or Alaska Native, Asian, Black or African American, Hispanic or Latino, Native Hawaiian or Other Pacific Islander, and Women. Updated federal guidelines further expanded these protected classes to include two or more races.

\*For the complete *Policies and Procedures on Non-Discrimination and Sexual Harassment and the Affirmative Action Policy* please visit:

[HTTP://WWW.CUNY.EDU/ABOUT/ADMINISTRATION/OFFICES/OHRM/POLICIES-PROCEDURES.HTML.](http://www.cuny.edu/about/administration/offices/ohrm/policies-procedures.html)

### **III. DESIGNATION OF RESPONSIBILITY FOR IMPLEMENTATION**

To ensure effective implementation of this Affirmative Action Plan, the College has designated specific responsibilities to various personnel. The president, chief diversity/affirmative action officer, executive officers (provost, vice presidents, deans, administrators), directors, academic department chairpersons, and managers and supervisors of administrative offices have undertaken the responsibilities described below.

#### **A. THE PRESIDENT**

The president has the primary responsibility to provide leadership and oversee the implementation of the college's affirmative action policies, procedures and diversity programs as well as assuring compliance with all related federal, state, and city laws, rules and regulations as well as the policies of the City University of New York. This role includes, but is not limited to, the following duties:

1. Designate appropriate personnel with the responsibility for overseeing, administering, implementing, and monitoring the College's AAP, specifically, appointing a chief diversity/affirmative action officer (CD/AAO), sexual harassment coordinator, 504/ADA coordinator and a title IX coordinator.
2. Ensure that designated personnel responsible for all AAP components are given the necessary authority, top management support, and staffing to successfully implement their assigned responsibilities.
3. Communicate his/her total involvement and commitment to equal employment opportunity programs including the issuance of an Annual Re-Affirmation Letter supporting affirmative action, diversity and equal opportunity. (See copy of President's Re-Affirmation Letter in VII. Appendix A.)
4. Submit annually to the Office of the Vice Chancellor for Human Resources Management an annual report on non-discrimination, which shall include information on complaints filed within the past year.

#### **B. CHIEF DIVERSITY/AFFIRMATIVE ACTION OFFICER**

The President has designated Iyana Y. Titus, Esq. to serve as the Chief Diversity Officer. Her office is located at:

**199 Chambers Street, Room s750D**  
**New York, New York 10007-1097**  
**[ititus@bmcc.cuny.edu](mailto:ititus@bmcc.cuny.edu)**  
**(212) 220-1236**



The CD/AAO is responsible, as the president's designee, for the following:

1. Providing confidential consultation, investigation and resolution of all internal complaints of discrimination/harassment.
2. Disseminating annually to all employees the *Policies and Procedures on Non-Discrimination and Sexual Harassment* and the *Affirmative Action Policy*, and the contact information of the CD/AAO, sexual harassment coordinator, title IX coordinator and the 504/ADA compliance coordinator.
3. Publicizing the policies widely and ensuring they are incorporated into the training curriculum for employees who are involved in investigating discrimination complaints and conducting searches.
4. Developing affirmative action procedures, and internal and external communication procedures.
5. Analyzing affirmative action data and assisting in the identification of problem areas and causes.
6. Assisting management in arriving at effective solutions to problems.
7. Assisting in the implementation of the AAP through the issuance of guidelines, and through conducting oral presentations and workshops for college officials, administration and supervisory personnel regarding recruitment efforts, interviewing techniques, new regulations and policies of the Board of Trustees, the Chancellor, the University Affirmative Action Committee, and Federal, State and City agencies.
8. Monitoring employee recruitment, selection, termination and transfer policies and practices to ensure conformance to our EEO/AAP policies: review vacancy postings and advertisements; sign off on recruitment and upgrade processes at their initiation calling particular attention to any underutilization; review recruitment documentation; alert the President to underutilization before an offer of employment is made.
9. Keeping management informed of the latest developments in the entire equal employment opportunity/affirmative action arena;
10. Serving as a resource person to officials, search committees, the affirmative action special interest groups, and all other members of the community in the interpretation of all regulations which apply to the affirmative action program.

### **C. EXECUTIVE OFFICERS, ACADEMIC CHAIRPERSONS, MANAGERS AND SUPERVISORY PERSONNEL**

All executive officers, academic chairpersons, managers, and other supervisory personnel are crucial to the success of the equal employment/affirmative action program. These officials ensure compliance with the college's affirmative action policy and help foster an inclusive environment.

Their specific responsibilities include:

1. Adhering to the College's equal employment opportunity and affirmative action policy.
2. Assisting the president and CD/AAO in developing, maintaining, and successfully implementing the AAP.
3. Fostering an inclusive environment within their sphere of influence.

### **D. DIVERSITY/AFFIRMATIVE ACTION COMMITTEE**

The Diversity/Affirmative Action Committee is responsible for:

1. Advising the president of the College and other governing bodies in formulating and implementing affirmative action policy on campus.
2. Reviewing proposed amendments to the College governance plan to assure compliance with the University non-discrimination and affirmative action policies and procedures.
3. Submitting to the president a summary of its activities at the end of each academic year.

Although the college did not have an active Diversity/Affirmative Action committee in place this past year, other committees were formed to promote diversity throughout the college and the CD/AAO bore the responsibility of the committee's tasks.

## **IV. RESULTS OF STATISTICAL ANALYSES/AREAS OF CONCERN**

The College monitors each phase of its selection process (i.e., hires, reclassifications, promotions, and terminations) by conducting several statistical analyses. The CD/AAO takes the following steps: a) compiles and examines information about the placement of incumbents; b) conducts a utilization analysis using data the University Office of Recruitment and Diversity derives to compare incumbency to availability and c) completes the impact ratio analyses.

The data used in the preparation of the Affirmative Action Plan is collected from the CUNYfirst *Ethnicity and Gender Report*. Only full-time employees with annual appointments (excluding



substitute and visiting titles) are included in the analyses discussed below. Workforce inventories are attached as Appendix K.

## **A. WORKFORCE ANALYSIS**

The workforce analysis provides an overview of the representation of women and minorities in the College's organizational units/departments. The analysis identifies the number of employees by gender and race/ethnicity in each job title within the organizational unit as reported on the CUNYfirst *Ethnicity and Gender Report* run on July 30, 2012. All job titles, including unit supervisor, are listed from the lowest to highest paid within each unit and departmental/unit. The *Workforce Analysis Report* is available, upon request, in the Compliance and Diversity Office.

## **B. Job Group Summary**

The College's 1029 full-time employees are grouped into 7 categories using the relevant EEO-6 Codes. These categories are divided into smaller subgroups called affirmative action units (AAUs), based on the duties as well as educational qualifications and skills required for job titles within the job categories. Each AAU has an individual utilization analysis worksheet (UAW), listing the job titles included in the subdivision. The UAW depicts the total group number as well as the numerical and percentage representation of Females, Total Minority, Blacks, Hispanics and Asians (See Appendix B). A summary chart of underutilization is also attached as Appendix L.

A review of the UAW's showed that only four academic departments had no representation of certain minority groups. Those departments were as follows: Allied Health (Blacks, Hispanics, and Asians not represented), Computer Information Systems (Blacks not represented), Counseling (Asians not represented), Modern Language (Blacks not represented), Speech (Blacks and Hispanics not represented) and Music & Art (Hispanics not represented).

With respect to administrative positions, Asians were absent in the Campus Public Safety Sergeant and the Custodial Supervisor titles. Finally, females were not represented in any of the skilled trade titles.

The reason why certain minority groups are absent in the aforementioned academic departments and job titles varies. For instance, in Allied Health there has been a low attrition rate and therefore limited hiring. In regards to Speech and Music & Art departments, the availability pool of minorities holding a doctorate in those disciplines is extremely low. The same is true for the Modern Language and Computer Information Systems departments.

## **C. Determining Availability**

"Availability" is an estimate of the proportion of each gender and racial/ethnic group available for employment at the College for a given job group in the relevant labor market during the AAP year. Availability indicates the approximate level at which each gender and racial/ethnic group could reasonably be expected to be represented in a job group.



In adherence to the federal regulations, the College used recent and discrete statistical information to derive availability figures. Because of the University's educational requirements, the availability data is calculated according to information about earned degrees conferred for faculty and executive/administrative/managerial groups. Population surveys (census) are used to calculate availability for the classified staff. To assess progress achieved addressing underutilization, the dates of the sources for availability data were kept constant with those used in the Fall, 2011 AAP.

Internal recruitment sources indicated on the *CUNY Survey for Selected Titles* are used and weighted for titles with promotable and transferrable (feeder) titles. The sources and process to determine the availability data for the two factor analysis is detailed in the *Factor/Source Sheet* section of the UAW (see Appendix B).

#### **D. Utilization analysis/Comparison of Incumbency to Availability**

The utilization analysis compares the percentages of employees by gender and race/ethnicity with the overall availability data for each AAU. The UAW of each AAU indicates the current utilization of incumbents by gender and race/ethnicity. The analysis disaggregates Blacks, Hispanics, and Asians from Total Minorities to identify the percentage representation of these protected racial/ethnic groups. American Indian or Alaska Native employees comprise less than two percent of the University workforce and local population, thus are not identified as a discrete group in the analysis, but are included in the Total Minority category.

The utilization analysis determines if any disparity between incumbency and availability exists for any of the protected groups. This disparity or *underutilization* is defined as any AAU in which fewer minorities or women are employed than would reasonably be expected given their availability in the relevant job market. The percentage difference between incumbency and availability is recorded in terms of whole persons, indicating how many women and members of protected racial/ethnic groups are underutilized. A placement goal is set when the underutilization of an AAU is one person or more.

The underutilization of females, Blacks, Hispanics and Asians displayed in the AAUs is displayed in the chart *Comparing Incumbency to Availability and Annual Placement Goals* in Appendix C.

#### **E. Comparison of 2011 Goals to 2012 Utilization analysis results**

A comparison of the 2011 and 2012 utilization analyses identified changes in the numeric disparity in the AAUs by the EEO-6 Categories since the last AAP. The *Progress Report - Historical Underutilization* in Appendix D displays underutilization from 2008 to 2012. The comparison indicates the attainment of 2011 goals by the reduction or elimination of underutilization or identifies lack of progress in achieving goals.

Within the EEO-6 categories, the difference in underutilization of racial/ethnic groups and



women by AAU/job group is as follows:

#### Executive/Administrative/Managerial

With respect to this EEO category, Administration 1 saw a decrease in the underutilization of women, while Administration II, saw a decrease in underutilization of Hispanics. Meanwhile, an increase of underutilization of females was seen in the Administration II job category. Overall, ethnic minorities were not underutilized in this EEO category.

The increase in underutilization of women can partly be attributed to the fact that more women separated from the college (four to be exact) than were replaced.

#### Faculty

With respect to Faculty, women were underutilized in the following departments: Accounting, Allied Health, Counseling, English, Social Science (Instructor) and the EOC. In most of these departments underutilization of females remained the same in comparison to last year, with the exception of the EOC which saw a slight increase.

Nevertheless, underutilization of women decreased in the following departments: Developmental Skills, Health Education, Mathematics, and Social Science (Professor). This decrease is partly due to the volume of hiring that occurred during the academic year. Last year, the College hired approximately 30 members of faculty.

In regards to ethnic minorities, only three departments saw an increase in underutilization: Computer Information Systems (Blacks), English (Asians) and Speech (Blacks-professor title). Otherwise, underutilization decreased in Developmental Skills (Blacks) and Speech (Asian-professor title). Lastly, underutilization remained the same with respect to the following departments: Counseling (Asians), EOC (Asians), Modern Language (Blacks), Science (Blacks), Social Science (Asians) and Speech (Hispanic and Asians).

Although the college utilized its best efforts to increase minority representation among the faculty, availability of certain minority groups is limited within certain disciplines. In addition, certain departments struggle to compete with the private sector which typically provides higher salaries.

#### Professional/Non-Faculty

Similar to last year, this EEO category had no underutilization of minorities or women.

#### Secretarial/Clerical

With respect to the secretarial/ clerical category, a decrease in underutilization of Hispanics occurred in the Cuny Administrative Assistant title. Meanwhile, underutilization of females remained the same in the Cuny Office Assistant title. The reason why underutilization has remained the same is partly due to the fact these positions are filled through civil service exams, which are administered by the Department of Citywide Administrative Services.

#### Technical/Paraprofessional

Within this category, underutilization of women increased for the Computer Specialist job group. This increase in underutilization is partly due to an increase in the number of male new hires.

Last year, the college hired seven males and zero females in this job group. It should be noted that female applicants were also less than male applicants in this category.

#### Skilled Crafts

In this EEO category, underutilization decreased for total minorities, while underutilization of females and Hispanics remained the same. With respect to underutilization of women, historically the availability of female applicants is low. As for minorities, many of the positions within this job group are filled through civil service exam, which are administered by the Department of Citywide Administrative Services.

#### Service/Maintenance

In this EEO job group, underutilization of Hispanics increased in the Campus Peace/ Security Officer title by five. Meanwhile, underutilization of Hispanics in the Custodial Assistant Supervisor title and underutilization of Asians in the Campus Public Safety Sergeant title remained the same. The increase in underutilization may be explained by the fact that several new hires occurred during the academic year in this job category, most of which were filled by Blacks or African Americans. Although Hispanics and Asians comprised a small percentage of the new hires in this category, they were far less than Blacks. The same was true for applicants and interviewees in this category.

### **F. Determining Adverse Impact**

The Impact Ratio Analysis is based on the information presented in the Personnel Activity Table and Applicant Data Recruitment Documentation. The Impact Ratio Analysis, an evaluation of personnel transactions in each EEO-6 category, determines any disparities or adverse impact in the personnel actions. The personnel transactional data for minorities and non-minorities and for men and women is examined. The analysis indicates if an employment practice results in a negative consequence more often for members of protected groups than for other employees or applicants. In addition to CUNYfirst reports, a variety of sources provide information for the analysis, including the Offices of Human Resources, Academic Affairs, and Compliance and Diversity.

The Impact Ratio Analysis is divided into three areas:

Part One: The Hires Analysis reviews the hiring practices by comparing the number of hires to applicants

Part Two: The Promotion Analysis examines the promotion, upgrades/re-classification and transfers by comparing the number of employees promoted to incumbents;

Part Three: The Termination Analysis calculates the attrition rate by comparing number of terminations to incumbents.

The actions completed during the previous 12 months are summarized in the following documents:

1. Analysis of Personnel Activity Table



#### a. New Hires

The College hired a total of 101 new full time employees. Of these new hires, 45 were women, while 61 were men. Minorities comprised a total of 67 of the new hires. New hires were represented in all EEO 6 categories.

#### b. Promotions/Upgrades

Of the members of the professoriate who applied for promotion, 17 received an upgrade in rank. Eleven of the 17 were comprised of women, the rest were men and six were from ethnic minority groups. In the Higher Education Officer series, zero employees were reclassified.

#### c. Terminations/Separations

The number of employees separated from the workforce was 48, which included 28 women and 20 men. Minorities represented 28 of the separations that occurred during the year. Blacks and Hispanics were the largest minority groups to separate from the College. Separations occurred in all EEO-6 categories, with the majority being in the faculty job group.

#### d. Transfers

Only one employee transferred from the workforce, a minority male.

### 2. Analysis of Applicant Data-Recruitment Documentation

An analysis of the applicant data showed that the college received more applications from women and minorities in comparison to males and non minorities. Last year, the college received 4,715 applications from women in comparison to 3,019 from men. Similarly, 5,029 minority applicants applied for jobs at the college in comparison to 2, 838 non minority applicants. Minorities and females also outnumbered non minorities and men for interviews and offers. Of all the minority groups, American Indians were the smallest group of applicants. Meanwhile, the largest ethnic minority group of applicants was Blacks or African Americans.

See Appendix E for *Personnel Activity Table/Applicant Data-Recruitment Documentation*.

### 3. Impact Ratio Analysis

The analysis indicated no adverse impact in any of the categories.

See Appendix F for the *Impact Ratio Analysis*.

## G. Tenure Eligibility Survey

A review of the tenure decisions compares employees eligible for tenure to those granted tenure or certificates of continuous employment. Members of the Professoriate, College Laboratory Technicians (CLTs), and Lecturers receive Tenure or Certificates of Continuous Employment (CCE), respectively, if recommended by Departmental and College-wide Personnel and Budget

(P&B) Committees. The President presents the candidate for tenure or CCE to the Board of Trustees (BOT). If the Board of Trustees approves, the tenure status becomes effective on the first of September following BOT action. In some cases, faculty members may receive consideration for early tenure. See Appendix G for the Tenure Eligibility Survey.

A review of the tenure decisions effective September 1, 2011 reveals the following:

Women were eligible and received tenure in the following departments: English (2), Library (2), Mathematics (1), Nursing (1), Social Science (1) and Speech (1). Only one female was eligible for tenure and did not receive it. Meanwhile, ethnic minorities who were granted tenure were from the following departments: Accounting (1), English (1), Social Science (2), Mathematics (1), Modern Language (1), and Teacher Education(1).

## **H. Analysis of Systemic Compensation**

The University's Office of Recruitment and Diversity will compare the mean salaries for men versus women and whites versus minorities. The analysis will identify differences in salary by amount (dollars) and percentages; any differences greater than 5% will be examined in greater detail.

## **ACTION-ORIENTED PROGRAMS**

The Action-Oriented Programs designed to address the underutilization of women and minorities and any adverse impact of the employment practices are discussed below. These Programs are carried-out throughout the AAP year. The College tailored its action-oriented programs to ensure these initiatives are specific to the problem (s) identified.

### **A. IMPLEMENTATION OF ACTION PROGRAM 2011 -2012**

In order to address under utilization, the College created and updated a list of various minority organizations including those belonging to specific disciplines. Where underutilization was identified in a job group, the College posted its job vacancies on websites which targeted underrepresented minorities.

#### **1. Goal Attainment 2011- 12: Addressing Underutilization**

The College hired 101 employees into full time positions between July 1, 2011 and June 30, 2012 as depicted in the Personnel Activity Table. The impact of these appointments is included in the Comparison of the 2011 and 2012 Underutilization (IV. E.), which identifies the extent to which disparities between incumbency and availability in AAUs were eliminated, reduced or remained unchanged.



## 2. Initiatives and Activities

In order to support faculty retention and advancement, BMCC participates in the Faculty Fellowship Publications Program which is an initiative sponsored by the CUNY Office of Recruitment & Diversity. The initiative assists full time untenured CUNY faculty in the design and execution of professional writing projects toward tenure. Each year BMCC encourages faculty members to participate in this program as a way of enhancing their careers.

In addition to the above, the Center for Excellence, Teaching, Learning and Scholarship at BMCC is devoted to improving the quality of teaching and learning. The center provides a forum where faculty can exchange ideas. Furthermore, it also maintains a collection of educational resources, and makes a variety of presentations geared towards faculty development. Last year the center sponsored programs on topics such as social media, meditation, publishing, technology and globalization.

Lastly, in order to promote and celebrate diversity, last year the College conducted five heritage months among other activities. Each heritage month includes activities ranging from exhibits and discussions, to films and speakers. Last year, BMCC celebrated five heritage months- October (Italian heritage), November (Hispanic heritage), February (African heritage), March (Women's history) and April (Asian heritage). The College also conducted programs which brought awareness to domestic violence, disability issues, and concerns of veterans and the LGBT community.

## 3. Dissemination of Non Discrimination Policy and Program

The policy and AAP are available on the College's website and in the library. During the fall semester of each year, the President sends a re-affirmation letter to all employees.

### **B. RESPONSE TO 2012 UNDERUTILIZATION**

The College has established a placement goal whenever minority or female representation within an AAU was less than would reasonably be expected given the availability data. Corrective actions were developed only when the underutilization equaled at least one whole person.

#### 1. Placement Goals

Placement goals to address female and minority underutilization are established by AAU equal to the current availability data for the job group. As the UAWs display, the utilization analysis disaggregates the groups within total minorities to identify underutilization of protected ethnic/racial classes. The College establishes placement goals for women, total minority and each racial/ethnic group underutilized. The goals match the availability data and are displayed in the chart *COMPARING INCUMBENCY TO AVAILABILITY AND ANNUAL PLACEMENT GOALS* (APPENDIX C).

Placement goals help guide recruitment activities and the College will observe good faith efforts to recruit a broad and inclusive pool of qualified applicants.

As previously mentioned, underutilization was identified within various academic departments among the faculty titles. The college anticipates filling approximately thirty nine faculty vacancies during the upcoming academic year. In addition, where underutilization is evident in certain administrative titles, the college has posted for the following administrative positions: Campus Security Assistant, Director of Student Counseling, Chief of Administrative Superintendent of Building & Grounds and Administrative Superintendent of Campus Buildings & Grounds

## 2. Employment Practices: Recruitment, Selection, and Advancement

The placement goals to eliminate underutilization will be achieved through advertising and recruiting efforts that broaden the applicant pool and other results oriented campus initiatives. The College's employment practices conform to the bylaws of the Board of Trustees of the City University, applicable collective bargaining agreements as well as Federal, State, and Local laws and regulations. The College's workforce is divided into a) the Instructional Staff, consisting of teaching and non-teaching employees, and b) the Classified Staff, whose employment is governed by the Rules and Regulations of the CUNY Classified Civil Service. A three member independent Civil Service Commission, appointed by the Board of Trustees, helps to ensure compliance with affirmative action and equal employment policies.

As part of the University's affirmative action program, procedures for the recruitment and appointment of members of the instructional staff have been developed. The College posts vacancies as prescribed by CUNY policies to ensure equal employment opportunities. The recruitment, selection, and advancement processes for the members of the Instructional Staff comply with CUNY's policies and procedures. Non-teaching instructional staff vacancies are typically posted for 30 days and openings for appointments to the faculty are posted for 60 days.

The PSC/CUNY Collective Bargaining Agreement expressly forbids promotions in the HEO series. The process for faculty promotions is outlined in BOT bylaws. There are promotional examinations offered to employees in select civil service titles.

The College has developed search and screening guidelines for personnel involved in the recruiting and hiring process. The Compliance and Diversity and Human Resources Offices monitor the recruitment and selection practices of all employees. Specifically, the CD/AAO is responsible for ensuring that the following initiatives are undertaken or continue to be implemented:

1. Broadening recruitment efforts to reduce or eliminate underutilization.
2. Charging search committees to familiarize them with recruitment protocol.



3. Attending joint meeting between CDOs and the University Affirmative Action Committee (UAAC) to discuss issues of concern.
4. Attending informational sessions and training provided at monthly meetings of the Council of Chief Diversity Officers (CCDO).
5. Demonstrating compliance with University policy and procedures during UAAC site visits.
6. Encouraging employees to participate in University-sponsored professional development programs.
7. Ensuring that all interviews, offers of employment and/or wage commitments are consistent with College policy.

### **C. INTERNAL AUDIT AND REPORTING**

The internal audit and reporting system is used as the basis for evaluating results-oriented programs and affirmative action efforts. The records are maintained in the CUNYfirst system to provide information for updating the Affirmative Action Plan. The president has designated responsibility for implementing the audit and reporting system of the AAP to the CD/AAO who will:

1. Monitor the records of personnel activities, including new hires, transfers, promotions, and terminations.
2. Review personnel activities and the AAP with senior level officers.
3. Advise senior management of program effectiveness and provide recommendations to improve areas of concern.

## **VI. Covered Veterans and Individuals with Disabilities**

### **A. REVIEW OF PERSONNEL PROCESSES**

To ensure that all personnel activities are conducted in a job-related manner that provides and promotes equal employment opportunity for all known covered veterans and employees and applicants with disabilities, reviews are periodically made of the College's examination and selection methods to identify barriers to employment, training, and promotion and to ensure that all personnel activities are conducted in a manner which provides and promotes equal opportunity.

The College ensures that its personnel processes do not stereotype individuals with disabilities or veterans or otherwise limits their access to jobs for which they are qualified and that they are featured in college publications.

## **B. REVIEW OF PHYSICAL AND MENTAL JOB QUALIFICATIONS**

To ensure that all physical and mental qualifications and requirements are job-related and consistent with business necessity and promote equal employment opportunity for all covered veteran and employees and applicants with disabilities, reviews are periodically made of the College's physical and mental qualifications and requirements as they relate to employment, training, and promotion.

Schedule for Review: Any previously reviewed classification of positions will be reviewed again if there is a change in working conditions which affects the job's physical or mental requirements (e.g. new requirements or equipment.) As new job qualifications are established, the College will review the physical and mental job qualification to ensure that the qualifications do not screen out or tend to screen out qualified disabled individuals or protected veterans and that the qualifications are job related and consistent with business necessity and the safe performance of the job.

To the extent that physical or mental job qualification requirements screen out or tend to screen out qualified disabled individuals or protected veterans in the selection of current employees or applicants for employment or other changes in employment status such as promotion or training, the College assures that the requirements are related to the specific job(s) for which the individual is being considered. Both the Human Resources and Compliance and Diversity review job descriptions for vacant positions. Moreover, the University's Office of Human Relations Management conducts periodic analyses of the description of positions for which recruitment will be undertaken. This review compares the position vacancy notice with the established criteria. Any disparity with the essential functions of the job and the qualifications are brought to the attention of the college's Office of Human Resources.

## **C. REASONABLE ACCOMMODATION TO PHYSICAL AND MENTAL LIMITATIONS**

The College provides reasonable accommodations to physical and mental limitations of applicants and employees with disabilities or disabled veterans. The College makes reasonable accommodations under this condition to those individuals who have requested a reasonable accommodation. Under the University's Reasonable Accommodation Policy, the Human Resources Director is responsible for making arrangements to provide reasonable accommodations to applicants for employment, current employees and visitors. Anyone may request an accommodation by contacting the Human Resources Office.



To formally request an accommodation, individuals with disabilities should contact:

**Name: Robert E. Diaz**  
**Title: Vice President of Legal Affairs/Faculty & Staff Development**  
**Phone: (212) 220-8305**  
**Email: [rdiaz@bmcc.cuny.edu](mailto:rdiaz@bmcc.cuny.edu)**

Procedures for requesting an accommodation are detailed in *Procedures for Implementing Reasonable Accommodation at The City University of New York*, available at:  
[http://portal.cuny.edu/cms/id/cuny/documents/level 3 page/012684.htm](http://portal.cuny.edu/cms/id/cuny/documents/level%203%20page/012684.htm).

The College also accommodates employees who serve in the armed forces with its liberal military leave policy, which includes granting leaves of absence to employees who participate in honor guards at the funeral of veterans.

#### **D. HARASSMENT PREVENTION PROCEDURES**

The University has developed procedures to ensure that individuals with disabilities or veterans are not harassed. (See II. *Non-Discrimination and Affirmative Action Policies*). As specified in the University policy, the 504/ADA Coordinator, Iyana Y. Titus, Esq. is responsible for coordinating efforts to ensure access and non-discrimination for individuals with disabilities. To file a complaint, individuals should contact the 504/ADA Coordinator.

#### **E. EXTERNAL DISSEMINATION OF EEO POLICY, OUTREACH AND POSITIVE RECRUITMENT**

The College's and University's efforts to disseminate the anti-discrimination policy, outreach and positive recruitment activities include the following:

1. Publishing the Non-Discrimination Policy in the *New York Times*.
2. Initiating and maintaining communication with organizations having special interests in the recruitment of and job accommodations for disabled veterans, other veterans, and individuals with disabilities.
4. Disseminating information concerning employment opportunities to media that reach disabled veterans, other veterans, and individuals with disabilities.
5. Advertising job openings with a variety of external resources. This is an on-going activity. A listing of job opportunities reported to the State Employment Development Department and/or America's Job Bank is always kept current.
6. Sending written notification of the affirmative action policy to all subcontractors,

vendors, unions and suppliers requesting their compliance with our policy. This includes their obligation to annually file their EEO Reporting form and VETS-100/100A form and, for employers with 50 or more employees and contracts of \$50,000 or more, their obligation to develop a written affirmative action plan.

7. Participating in programs that employ veterans and individuals with disabilities.

#### **F. INTERNAL DISSEMINATION OF EEO POLICY, OUTREACH AND POSITIVE RECRUITMENT**

To foster positive support for the affirmative action program for covered veterans and individuals with disabilities, the College will implement or continue to implement the following internal dissemination of its policy and procedures:

1. Including the policies in the College's policy manual and other in-house publications.
2. Conducting special meetings with senior staff and other supervisory personnel to explain the intent of the policy and individual responsibility for effective implementation.
3. Scheduling training sessions for employees involved in recruitment, selection, promotion
4. Discussing the policies thoroughly in both employee orientation and management training programs.
5. Informing union officials of the College's policies, and requesting their cooperation.
6. Including non-discrimination clauses in all union agreements, and reviewing all contractual provisions to ensure they are not discriminatory.

#### **G. AUDIT AND REPORTING SYSTEM**

The 504/ADA Coordinator is responsible for the College's audit and reporting system that addresses the following:

1. Measures the effectiveness of the College's overall Affirmative Action Program and whether the College is in compliance with specific obligations.
2. Indicates the need for remedial action.
3. Measures the degree to which the College's objectives are being met.
4. Determines whether there are any undue hurdles for individuals with disabilities and



veterans regarding campus sponsored educational, training, recreational, and social activities.

In addition, the 504/ADA Coordinator works with the UAAC if audits uncover issues. The campus Coordinators also receive regular guidance concerning reporting systems at the monthly CCDO meetings and the periodic 504/ADA Coordinators meeting.

## **H. RESPONSIBILITY FOR AAP IMPLEMENTATION**

As part of its efforts to ensure equal employment opportunity to disabled veterans, other veterans, and individuals with disabilities, the College has designated specific responsibilities to various staff.

### **1. The President**

The president is responsible for the implementation of the program and appoints the 504/ADA Coordinator to oversee that the College is in compliance.

### **2. The 504/ADA Coordinator**

The president assigned the duties of the 504/ADA Coordinator to Iyana Y. Titus, Esq..

The responsibilities of the 504/ADA Coordinator include:

- Monitoring the college for 504/ADA compliance
- Resolving issues before they become potential grievances
- Making and informing applicants of final decision regarding disputed accommodations
- Collecting and maintaining information on number of accommodations requested and provided
- Ensuring pertinent records are stored securely and protected from damage or loss
- Ensuring medical documentation is kept confidential, used to evaluate accommodation requests, and shared only on a need- to- know basis.
- Providing training, if appropriate, to those who interact with individuals with disabilities
- Serving as chair of the 504/ADA committee

### **3. College Officials**

In their direct day-to-day contact with college employees, college officials assume certain responsibilities to help the College comply with disability regulations, including working with the Office of Human Resources to identify reasonable accommodations.

## **I. TRAINING TO ENSURE AA IMPLEMENTATION**

Employees involved with the recruitment, selection, promotion, disciplinary actions, training, and related processes of individuals with disabilities or veterans are acquainted with the College's Affirmative Action Program. The University Office of Recruitment and Diversity and

Office of Professional Development and Learning Management provide training opportunities to help employees maximize their personal and workplace effectiveness, including Diversity Training courses.

The College also provides opportunities for employees to attend pertinent conferences to enhance their knowledge of disability issues.

#### **J. COMPENSATION**

When offering employment or promotion to individuals covered by VI. - Covered Veterans and Persons with Disabilities, the amount of compensation offered is not reduced because of any disability income, pension or other benefit that the applicant or employee receives from another source.

#### **K. INVITATION TO SELF-IDENTIFY**

Veterans applying for classified positions may self-identify pre-employment in order to receive a Veteran's Credit. For all other positions, veterans have an opportunity to self-identify once hired. Individuals with disabilities may self-identify when requesting reasonable accommodations.

## **VII. APPENDICES**

**A. PRESIDENT'S RE-AFFIRMATION  
LETTER**





Office of the President

Borough of Manhattan Community College  
The City University of New York  
[www.bmcc.cuny.edu](http://www.bmcc.cuny.edu)

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

**Dear Students, Faculty, Administrators and Staff:**



As we enter a new academic year, I would like to take this opportunity to reaffirm the Borough of Manhattan Community College's commitment and my own commitment to The City University of New York (CUNY) Diversity/ Equal Opportunity/ Affirmative Action policies.

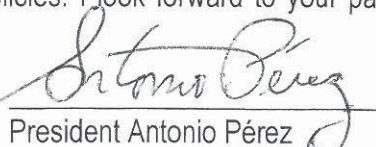
At the Borough of Manhattan Community College, we are committed to equal opportunity in our employment practices and educational programs. It is the policy of The City University of New York and Borough of Manhattan Community College to recruit, employ, retain, promote and provide benefits to employees and to admit and provide services for students without regard to race, color, creed, national origin, ethnicity, ancestry, religion, age, sex, sexual orientation, gender identity, marital status, legally registered domestic partnership status, disability, predisposing genetic characteristic, alienage, citizenship, military or veteran status or status as a victim of domestic violence. Sexual harassment, a form of sex discrimination, is also prohibited.

The City University of New York and Borough of Manhattan Community College adheres to all federal, state and city laws regarding non-discrimination and affirmative action including but not limited to: Section 1324b of the Immigration and Nationality Act (INA), 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, as amended, 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 and the Age Discrimination Act of 1975, the New York State Human Rights Law, and the New York City Human Rights Law.

The "protected classes" as delineated in Executive Order 11246 consists of Black, Hispanic, Asian/Pacific Islander, American Indian/Alaskan Native and Women. On December 9, 1976, the Chancellor of The City University of New York expanded protected classes to include Italian-Americans. The U.S. Office of Management and Budget further expanded these protected classes to include two or more races (not Hispanic or Latino) and replaced Asian/Pacific Islander, with Asian (not Hispanic or Latino) and Native Hawaiian (not Hispanic or Latino), Black was also renamed as Black or African American (not Hispanic or Latino) and Hispanic was renamed Hispanic or Latino.

Ilyana Y. Titus, Esq. has been assigned as the Borough of Manhattan Community College's Chief Diversity Officer who will ensure our compliance with these policies and laws. She also serves as the Coordinator for the Title IX and 504/ADA programs. Ms. Titus and all persons serving in a supervisory capacity share the responsibility of ensuring the college's compliance with diversity/equal opportunity/affirmative action policies. If you have any concerns regarding applicable policies, procedures or the college's affirmative action program, you should contact the Office of Diversity & Compliance located at 199 Chambers Street in Room S750d, telephone (212) 220-1236.

I encourage you to familiarize yourself with the aforementioned policies. I look forward to your participation in our diversity programs.

  
President Antonio Pérez  
September 2012

## **B. UTILIZATION ANALYSIS WORKSHEETS**

## UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College:	BMCC
Semester/Year:	FALL, 2012

AFFIRMATIVE ACTION UNIT:  Business and Commerce		CONSTITUENT DEPARTMENTS:  Accounting				
EEO CATEGORY:  FACULTY		Job Titles:  Professor (5); Associate Professor (4); and Assistant Professor (5)				
JOB GROUP: PROFESSORIAL						
FACTORS:	Weighting	Females	**Total Minority	Black or African American	Hispanic or Latino	Asian or Nat. Haw. or Other Pac. Isl.
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	41.5	27.5	14.9	3.8	7.9
2. % of Minorities/Females promotable, transferable, or trainable						
GROUP TOTAL NO.: <u>14</u>						
No. Male: <u>11</u> No. Female: <u>3</u>						
		Females	**Total Minority	Black or African American	Hispanic or Latino	Asian or Nat. Haw. or Other Pac. Isl.
CURRENT UTILIZATION:	# <u>3</u> % <u>21.4</u>	# <u>8</u> % <u>57.1</u>	# <u>4</u> % <u>28.6</u>	# <u>2</u> % <u>14.3</u>	# <u>2</u> % <u>14.3</u>	
OVERALL AVAILABILITY:	% <u>41.5</u>	% <u>27.5</u>	% <u>14.9</u>	% <u>3.8</u>	% <u>7.9</u>	
UNDERUTILIZATION:	% <u>20.1</u> # <u>2.8</u> UU <u>3</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>

\*\*Total Minority includes Black or African American, Hispanic or Latino, Asian or Nat. Haw. or Other Pac. Isl., and Am. Ind./Al. Natives and Two or More Races

## FACTOR / SOURCE SHEET - PROFESSORIAL

FALL, 2012

Affirmative Action Unit: Business and Commerce

Constituent Departments: Accounting

Job Group: Professorial

Job Titles: Professor (5); Associate Professor (4); and Assistant Professor (5)

<u>FACTORS</u>	<u>SOURCES</u>	<u>WEIGHT</u>
Factor 1	EDC- Ph.D. 2007 - 08* - 4States and US Non-4ST.	1.0

\* Note: US Dept of Education's Postsecondary Studies Division indicates 2008 is the latest data available as of 5//2011.

Factor 1: 4States (CT,NJ, NY, PA) and USNon-4ST - EDC - Ph.D. 2007 - 08\*

### **Business, Management, Marketing & Related Support Services**

<u>Female</u>	<u>**Total Minority</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>
41.5	27.5	14.9	3.8	7.9

\*\*Total Minority includes Black or African American, Hispanic or Latino, Asian or Nat. Haw. or Other Pac. Isl., and Am. Ind./Al. Natives and Two or More Races.





# **DOCTORATE** degree conferred by Title IV participating institutions **2007-2008**

Reported data only - This listing does not include US Service Schools, Non-Resident Aliens and Unknowns are excluded from all totals.

**Data for 4 States = CT, NJ, NY & PA(considered as 4ST) is weighted at 20% and USn4ST is weighted at 80%.**

	AM.IND./ AL.NAT.	BLACK NON-HISP.	ASIAN/ PAC. ISL.	HISPANIC	TOTAL MINORITY	FEMALE
Agriculture, Agriculture Operations and Related Sciences	0.5%	3.9%	7.4%	2.9%	14.7%	41.1%
Architecture and Related Services	0.0%	9.4%	23.6%	5.5%	38.5%	52.1%
Area, Ethnic, Cultural, and Gender Studies	3.8%	19.6%	5.9%	6.6%	35.8%	61.6%
Biological and Biomedical Sciences	0.4%	5.0%	12.5%	5.3%	23.2%	51.3%
Business, Management, Marketing, & Related Support Services	0.9%	14.9%	7.9%	3.8%	27.5%	41.5%
Communication, Journalism, and Related Programs	0.8%	12.3%	5.2%	4.2%	22.5%	60.8%
Communications Technologies/Technicians and Support Services	0.0%	10.0%	0.0%	0.0%	10.0%	10.0%
Computer and Information Sciences and Support Services	0.0%	4.4%	15.1%	2.1%	21.5%	21.3%
Construction Trades	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Education	0.8%	17.9%	3.9%	5.4%	28.0%	67.9%
Engineering	0.5%	4.3%	17.0%	4.4%	26.3%	25.4%
Engineering Technologies/Technicians	0.0%	6.2%	6.2%	0.0%	12.3%	12.3%
English Language and Literature/Letters	0.2%	4.6%	5.7%	3.7%	14.2%	63.3%
Family and Consumer Sciences/Human Sciences	0.4%	17.3%	4.5%	4.7%	26.9%	77.0%
Foreign Languages, Literatures, and Linguistics	0.6%	3.3%	6.7%	12.2%	22.9%	60.2%
Health Professions and Related Clinical Sciences	0.5%	5.0%	6.3%	3.9%	15.7%	74.6%
History	0.8%	7.5%	3.6%	5.3%	17.2%	43.6%
Legal Professions and Studies	0.0%	7.7%	12.9%	2.6%	23.2%	58.7%
Liberal Arts and Sciences, General Studies and Humanities	1.6%	19.4%	0.0%	3.1%	24.1%	58.6%
Library Science	0.0%	10.0%	7.4%	5.2%	22.5%	60.1%
Mathematics and Statistics	0.3%	3.7%	9.2%	4.9%	18.1%	33.6%
Mechanic and Repair Technologies/Technicians	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Military Technologies	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Multi/Interdisciplinary Studies	0.9%	7.3%	9.1%	5.7%	22.9%	55.8%
Natural Resources and Conservation	1.5%	3.8%	6.3%	2.2%	13.7%	42.4%
Parks, Recreation, Leisure and Fitness Studies	0.5%	3.9%	3.3%	3.3%	11.0%	47.3%
Personal and Culinary Services	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Philosophy and Religious Studies	0.8%	6.4%	7.2%	2.4%	16.8%	30.3%
Physical Sciences	0.3%	3.3%	9.2%	4.5%	17.2%	31.5%
Precision Production	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Psychology	0.8%	7.1%	6.3%	6.5%	20.8%	72.9%
Public Administration and Social Service Professions	0.7%	16.2%	6.4%	6.2%	29.5%	67.0%
Science Technologies/Technicians	0.0%	0.0%	0.0%	0.0%	0.0%	80.0%
Security and Protective Services	1.4%	15.5%	5.6%	2.8%	25.3%	59.0%
Social Sciences	0.4%	6.3%	8.7%	5.9%	21.3%	51.7%
Theology and Religious Vocations	0.1%	15.9%	7.2%	2.0%	25.2%	24.8%
Transportation and Materials Moving	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Visual and Performing Arts	0.5%	3.7%	7.9%	3.2%	15.3%	48.8%
TOTAL ALL FIELDS	0.7%	7.7%	9.7%	5.2%	23.2%	54.9%

## UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: <b>BMCC</b>
Semester/Year: <b>FALL, 2012</b>

AFFIRMATIVE ACTION UNIT:  Health Professions		CONSTITUENT DEPARTMENTS:  Allied Health				
EEO CATEGORY:  FACULTY		Job Titles:  Professor (4); Assistant Professor (1)				
JOB GROUP: PROFESSORIAL						
FACTORS:	Weighting	Females	**Total Minority	Black or African American	Hispanic or Latino	Asian or Nat. Haw. or Other Pac. Isl.
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	74.6	15.7	5.0	3.9	6.3
2. % of Minorities/Females promotable, transferable, or trainable						
GROUP TOTAL NO.: <u>5</u> No. Male: <u>3</u> No. Female: <u>2</u>						
		Females	**Total Minority	Black or African American	Hispanic or Latino	Asian or Nat. Haw. or Other Pac. Isl.
CURRENT UTILIZATION:		# <u>2</u> % <u>40.0</u>	# <u>0</u> % <u>0.0</u>	# <u>0</u> % <u>0.0</u>	# <u>0</u> % <u>0.0</u>	# <u>0</u> % <u>0.0</u>
OVERALL AVAILABILITY:		% <u>74.6</u>	% <u>15.7</u>	% <u>5.0</u>	% <u>3.9</u>	% <u>6.3</u>
UNDERUTILIZATION:		% <u>34.6</u> # <u>1.7</u> UU <u>2</u>	% <u>15.7</u> # <u>0.8</u> UU <u>1</u>	% <u>5.0</u> # <u>0.3</u> UU <u>0</u>	% <u>3.9</u> # <u>0.2</u> UU <u>0</u>	% <u>6.3</u> # <u>0.3</u> UU <u>0</u>

\*\*Total Minority includes Black or African American, Hispanic or Latino, Asian or Nat. Haw. or Other Pac. Isl., and Am. Ind./Al. Natives and Two or More Races

FACTOR / SOURCE SHEET - PROFESSORIAL

FALL, 2012

Affirmative Action Unit: Health Professions

Constituent Departments: Allied Health

Job Group: Professorial

Job Titles: Professor (4); Assistant Professor (1)

<u>FACTORS</u>	<u>SOURCES</u>	<u>WEIGHT</u>
Factor 1	EDC- Ph.D. 2007 - 08* - 4States and US Non-4ST.	1.0

\* Note: US Dept of Education's Postsecondary Studies Division indicates 2008 is the latest data available as of 5//2011.

Factor 1: 4States (CT,NJ, NY, PA) and USNon-4ST - EDC - Ph.D. 2007 - 08\*

**Health Professions and Related Clinical Sciences**

<u>Female</u>	<u>**Total Minority</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>
74.6	15.7	5.0	3.9	6.3

\*\*Total Minority includes Black or African American, Hispanic or Latino, Asian or Nat. Haw. or Other Pac. Isl., and Am. Ind./Al. Natives and Two or More Races.



## DOCTORATE degree conferred by Title IV participating institutions 2007-2008

Reported data only - This listing does not include US Service Schools, Non-Resident Aliens and Unknowns are excluded from all totals.

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		AM.IND/ AL.NAT.	BLACK NON-HISP.	ASIAN/ PAC. ISL.	HISPANIC	TOTAL MINORITY	FEMALE
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Architecture and Related Services		0.0%	9.4%	23.6%	5.5%	38.5%	52.1%
Area, Ethnic, Cultural, and Gender Studies		3.8%	19.6%	5.9%	6.6%	35.8%	61.6%
Biological and Biomedical Sciences		0.4%	5.0%	12.5%	5.3%	23.2%	51.3%
Business, Management, Marketing, & Related Support Services		0.9%	14.9%	7.9%	3.8%	27.5%	41.5%
Communication, Journalism, and Related Programs		0.8%	12.3%	5.2%	4.2%	22.5%	60.8%
Communications Technologies/Technicians and Support Services		0.0%	10.0%	0.0%	0.0%	10.0%	10.0%
Computer and Information Sciences and Support Services		0.0%	4.4%	15.1%	2.1%	21.5%	21.3%
Construction Trades		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Education		0.8%	17.9%	3.9%	5.4%	28.0%	67.9%
Engineering		0.5%	4.3%	17.0%	4.4%	26.3%	25.4%
Engineering Technologies/Technicians		0.0%	6.2%	6.2%	0.0%	12.3%	12.3%
English Language and Literature/Letters		0.2%	4.6%	5.7%	3.7%	14.2%	63.3%
Family and Consumer Sciences/Human Sciences		0.4%	17.3%	4.5%	4.7%	26.9%	77.0%
Foreign Languages, Literatures, and Linguistics		0.6%	3.3%	6.7%	12.2%	22.9%	60.2%
Health Professions and Related Clinical Sciences		0.5%	5.0%	6.3%	3.9%	15.7%	74.6%
History		0.8%	7.5%	3.6%	5.3%	17.2%	43.6%
Legal Professions and Studies		0.0%	7.7%	12.9%	2.6%	23.2%	58.7%
Liberal Arts and Sciences, General Studies and Humanities		1.6%	19.4%	0.0%	3.1%	24.1%	58.6%
Library Science		0.0%	10.0%	7.4%	5.2%	22.5%	60.1%
Mathematics and Statistics		0.3%	3.7%	9.2%	4.9%	18.1%	33.6%
Mechanic and Repair Technologies/Technicians		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Military Technologies		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Multi/Interdisciplinary Studies		0.9%	7.3%	9.1%	5.7%	22.9%	55.8%
Natural Resources and Conservation		1.5%	3.8%	6.3%	2.2%	13.7%	42.4%
Parks, Recreation, Leisure and Fitness Studies		0.5%	3.9%	3.3%	3.3%	11.0%	47.3%
Personal and Culinary Services		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Philosophy and Religious Studies		0.8%	6.4%	7.2%	2.4%	16.8%	30.3%
Physical Sciences		0.3%	3.3%	9.2%	4.5%	17.2%	31.5%
Precision Production		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Psychology		0.8%	7.1%	6.3%	6.5%	20.8%	72.9%
Public Administration and Social Service Professions		0.7%	16.2%	6.4%	6.2%	29.5%	67.0%
Science Technologies/Technicians		0.0%	0.0%	0.0%	0.0%	0.0%	80.0%
Security and Protective Services		1.4%	15.5%	5.6%	2.8%	25.3%	59.0%
Social Sciences		0.4%	6.3%	8.7%	5.9%	21.3%	51.7%
Theology and Religious Vocations		0.1%	15.9%	7.2%	2.0%	25.2%	24.8%
Transportation and Materials Moving		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Visual and Performing Arts		0.5%	3.7%	7.9%	3.2%	15.3%	48.8%
TOTAL ALL FIELDS		0.7%	7.7%	9.7%	5.2%	23.2%	54.9%
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## UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: <b>BMCC</b>	
Semester/Year: <b>FALL, 2012</b>	

AFFIRMATIVE ACTION UNIT:  Fine, Applied Arts, and Media		CONSTITUENT DEPARTMENTS:  Music and Art				
EEO CATEGORY:  FACULTY		Job Titles:  Professor (6) ; Associate Professor (4); and Assistant Professor (4)				
JOB GROUP: PROFESSORIAL						
FACTORS:	Weighting	Females	**Total Minority	Black or African American	Hispanic or Latino	Asian or Nat. Haw. or Other Pac. Isl.
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	48.8	15.3	3.7	3.2	7.9
2. % of Minorities/Females promotable, transferable, or trainable						
GROUP TOTAL NO.: <u>15</u> No. Male: <u>6</u> No. Female: <u>9</u>						
		Females	**Total Minority	Black or African American	Hispanic or Latino	Asian or Nat. Haw. or Other Pac. Isl.
CURRENT UTILIZATION:		# <u>9</u> % <u>60.0</u>	# <u>2</u> % <u>13.3</u>	# <u>1</u> % <u>6.7</u>	# <u>0</u> % <u>0.0</u>	# <u>1</u> % <u>6.7</u>
OVERALL AVAILABILITY:		% <u>48.8</u>	% <u>15.3</u>	% <u>3.7</u>	% <u>3.2</u>	% <u>7.9</u>
UNDERUTILIZATION:		% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>2.0</u> # <u>0.3</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>3.2</u> # <u>0.5</u> UU <u>1</u>	% <u>1.2</u> # <u>0.2</u> UU <u>0</u>

\*\*Total Minority includes Black or African American, Hispanic or Latino, Asian or Nat. Haw. or Other Pac. Isl., and Am. Ind./Al. Natives and Two or More Races

FACTOR / SOURCE SHEET - PROFESSORIAL

FALL, 2012

Affirmative Action Unit: Fine, Applied Arts, and Media

Constituent Departments: Music and Art

Job Group: Professorial

Job Titles: Professor (6) ; Associate Professor (4); and Assistant Professor (4)

<u>FACTORS</u>	<u>SOURCES</u>	<u>WEIGHT</u>
Factor 1	EDC- Ph.D. 2007 - 08* - 4States and US Non-4ST.	1.0

\* Note: US Dept of Education's Postsecondary Studies Division indicates 2008 is the latest data available as of 5//2011.

Factor 1: 4States (CT,NJ, NY, PA) and USNon-4ST - EDC - Ph.D. 2007 - 08\*

**Visual and Performing Arts**

<u>Female</u>	<u>**Total Minority</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>
48.8	15.3	3.7	3.2	7.9

\*\*Total Minority includes Black or African American, Hispanic or Latino, Asian or Nat. Haw. or Other Pac. Isl., and Am. Ind./Al. Natives and Two or More Races.

## DOCTORATE degree conferred by Title IV participating institutions 2007-2008

Reported data only - This listing does not include US Service Schools, Non-Resident Aliens and Unknowns are excluded from all totals.

Data for 4 States = CT, NJ, NY & PA(considered as 4ST) is weighted at 20% and USn4ST is weighted at 80%.

		AM.IND./ AL.NAT.	BLACK NON-HISP.	ASIAN/ PAC. ISL.	HISPANIC	TOTAL MINORITY	FEMALE
Agriculture, Agriculture Operations and Related Sciences	0.5%	3.9%	7.4%	2.9%	14.7%	41.1%	
Architecture and Related Services	0.0%	9.4%	23.6%	5.5%	38.5%	52.1%	
Area, Ethnic, Cultural, and Gender Studies	3.8%	19.6%	5.9%	6.6%	35.8%	61.6%	
Biological and Biomedical Sciences	0.4%	5.0%	12.5%	5.3%	23.2%	51.3%	
Business, Management, Marketing, & Related Support Services	0.9%	14.9%	7.9%	3.8%	27.5%	41.5%	
Communication, Journalism, and Related Programs	0.8%	12.3%	5.2%	4.2%	22.5%	60.8%	
Communications Technologies/Technicians and Support Services	0.0%	10.0%	0.0%	0.0%	10.0%	10.0%	
Computer and Information Sciences and Support Services	0.0%	4.4%	15.1%	2.1%	21.5%	21.3%	
Construction Trades	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	
Education	0.8%	17.9%	3.9%	5.4%	28.0%	67.9%	
Engineering	0.5%	4.3%	17.0%	4.4%	26.3%	25.4%	
Engineering Technologies/Technicians	0.0%	6.2%	6.2%	0.0%	12.3%	12.3%	
English Language and Literature/Letters	0.2%	4.6%	5.7%	3.7%	14.2%	63.3%	
Family and Consumer Sciences/Human Sciences	0.4%	17.3%	4.5%	4.7%	26.9%	77.0%	
Foreign Languages, Literatures, and Linguistics	0.6%	3.3%	6.7%	12.2%	22.9%	60.2%	
Health Professions and Related Clinical Sciences	0.5%	5.0%	6.3%	3.9%	15.7%	74.6%	
History	0.8%	7.5%	3.6%	5.3%	17.2%	43.6%	
Legal Professions and Studies	0.0%	7.7%	12.9%	2.6%	23.2%	58.7%	
Liberal Arts and Sciences, General Studies and Humanities	1.6%	19.4%	0.0%	3.1%	24.1%	58.6%	
Library Science	0.0%	10.0%	7.4%	5.2%	22.5%	60.1%	
Mathematics and Statistics	0.3%	3.7%	9.2%	4.9%	18.1%	33.6%	
Mechanic and Repair Technologies/Technicians	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	
Military Technologies	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	
Multi/Interdisciplinary Studies	0.9%	7.3%	9.1%	5.7%	22.9%	55.8%	
Natural Resources and Conservation	1.5%	3.8%	6.3%	2.2%	13.7%	42.4%	
Parks, Recreation, Leisure and Fitness Studies	0.5%	3.9%	3.3%	3.3%	11.0%	47.3%	
Personal and Culinary Services	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	
Philosophy and Religious Studies	0.8%	6.4%	7.2%	2.4%	16.8%	30.3%	
Physical Sciences	0.3%	3.3%	9.2%	4.5%	17.2%	31.5%	
Precision Production	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	
Psychology	0.8%	7.1%	6.3%	6.5%	20.8%	72.9%	
Public Administration and Social Service Professions	0.7%	16.2%	6.4%	6.2%	29.5%	67.0%	
Science Technologies/Technicians	0.0%	0.0%	0.0%	0.0%	0.0%	80.0%	
Security and Protective Services	1.4%	15.5%	5.6%	2.8%	25.3%	59.0%	
Social Sciences	0.4%	6.3%	8.7%	5.9%	21.3%	51.7%	
Theology and Religious Vocations	0.1%	15.9%	7.2%	2.0%	25.2%	24.8%	
Transportation and Materials Moving	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	
Visual and Performing Arts	0.5%	3.7%	7.9%	3.2%	15.3%	48.8%	
TOTAL ALL FIELDS	0.7%	7.7%	9.7%	5.2%	23.2%	54.9%	
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## UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: <b>BMCC</b>
Semester/Year: <b>FALL, 2012</b>

AFFIRMATIVE ACTION UNIT:  Business and Commerce		CONSTITUENT DEPARTMENTS:  Business				
EEO CATEGORY:  FACULTY		Job Titles:  Professor (4); Associate Professor (7) ; and Assistant Professor (5)				
JOB GROUP: PROFESSORIAL						
FACTORS:	Weighting	Females	**Total Minority	Black or African American	Hispanic or Latino	Asian or Nat. Haw. or Other Pac. Isl.
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	41.5	27.5	14.9	3.8	7.9
2. % of Minorities/Females promotable, transferable, or trainable						
GROUP TOTAL NO.: <u>16</u> No. Male: <u>7</u> No. Female: <u>9</u>						
		Females	**Total Minority	Black or African American	Hispanic or Latino	Asian or Nat. Haw. or Other Pac. Isl.
CURRENT UTILIZATION:		# <u>9</u> % <u>56.3</u>	# <u>9</u> % <u>56.3</u>	# <u>4</u> % <u>25.0</u>	# <u>2</u> % <u>12.5</u>	# <u>3</u> % <u>18.8</u>
OVERALL AVAILABILITY:		% <u>41.5</u>	% <u>27.5</u>	% <u>14.9</u>	% <u>3.8</u>	% <u>7.9</u>
UNDERUTILIZATION:		% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>

\*\*Total Minority includes Black or African American, Hispanic or Latino, Asian or Nat. Haw. or Other Pac. Isl., and Am. Ind./Al. Natives and Two or More Races

FACTOR / SOURCE SHEET - PROFESSORIAL

FALL, 2012

Affirmative Action Unit: Business and Commerce

Constituent Departments: Business

Job Group: Professorial

Job Titles: Professor (4); Associate Professor (7) ; and Assistant Professor (5)

<u>FACTORS</u>	<u>SOURCES</u>	<u>WEIGHT</u>
Factor 1	EDC- Ph.D. 2007 - 08* - 4States and US Non-4ST.	1.0

\* Note: US Dept of Education's Postsecondary Studies Division indicates 2008 is the latest data available as of 5//2011.

Factor 1: 4States (CT,NJ, NY, PA) and USNon-4ST - EDC - Ph.D. 2007 - 08\*

**Business, Management, Marketing & Related Support Services**

<u>Female</u>	<u>**Total Minority</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>
41.5	27.5	14.9	3.8	7.9

\*\*Total Minority includes Black or African American, Hispanic or Latino, Asian or Nat. Haw. or Other Pac. Isl., and Am. Ind./Al. Natives and Two or More Races.

## DOCTORATE degree conferred by Title IV participating institutions 2007-2008

Reported data only - This listing does not include US Service Schools, Non-Resident Aliens and Unknowns are excluded from all totals.

Data for 4 States = CT, NJ, NY & PA(considered as 4ST) is weighted at 20% and USn4ST is weighted at 80%.

		AM.IND/ AL.NAT.	BLACK NON-HISP.	ASIAN/ PAC. ISL.	HISPANIC	TOTAL MINORITY	FEMALE
Agriculture, Agriculture Operations and Related Sciences		0.5%	3.9%	7.4%	2.9%	14.7%	41.1%
Architecture and Related Services		0.0%	9.4%	23.6%	5.5%	38.5%	52.1%
Area, Ethnic, Cultural, and Gender Studies		3.8%	19.6%	5.9%	6.6%	35.8%	61.6%
Biological and Biomedical Sciences		0.4%	5.0%	12.5%	5.3%	23.2%	51.3%
Business, Management, Marketing, & Related Support Services		0.9%	14.9%	7.9%	3.8%	27.5%	41.5%
Communication, Journalism, and Related Programs		0.8%	12.3%	5.2%	4.2%	22.5%	60.8%
Communications Technologies/Technicians and Support Services		0.0%	10.0%	0.0%	0.0%	10.0%	10.0%
Computer and Information Sciences and Support Services		0.0%	4.4%	15.1%	2.1%	21.5%	21.3%
Construction Trades		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Education		0.8%	17.9%	3.9%	5.4%	28.0%	67.9%
Engineering		0.5%	4.3%	17.0%	4.4%	26.3%	25.4%
Engineering Technologies/Technicians		0.0%	6.2%	6.2%	0.0%	12.3%	12.3%
English Language and Literature/Letters		0.2%	4.6%	5.7%	3.7%	14.2%	63.3%
Family and Consumer Sciences/Human Sciences		0.4%	17.3%	4.5%	4.7%	26.9%	77.0%
Foreign Languages, Literatures, and Linguistics		0.6%	3.3%	6.7%	12.2%	22.9%	60.2%
Health Professions and Related Clinical Sciences		0.5%	5.0%	6.3%	3.9%	15.7%	74.6%
History		0.8%	7.5%	3.6%	5.3%	17.2%	43.6%
Legal Professions and Studies		0.0%	7.7%	12.9%	2.6%	23.2%	58.7%
Liberal Arts and Sciences, General Studies and Humanities		1.6%	19.4%	0.0%	3.1%	24.1%	58.6%
Library Science		0.0%	10.0%	7.4%	5.2%	22.5%	60.1%
Mathematics and Statistics		0.3%	3.7%	9.2%	4.9%	18.1%	33.6%
Mechanic and Repair Technologies/Technicians		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Military Technologies		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Multi/Interdisciplinary Studies		0.9%	7.3%	9.1%	5.7%	22.9%	55.8%
Natural Resources and Conservation		1.5%	3.8%	6.3%	2.2%	13.7%	42.4%
Parks, Recreation, Leisure and Fitness Studies		0.5%	3.9%	3.3%	3.3%	11.0%	47.3%
Personal and Culinary Services		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Philosophy and Religious Studies		0.8%	6.4%	7.2%	2.4%	16.8%	30.3%
Physical Sciences		0.3%	3.3%	9.2%	4.5%	17.2%	31.5%
Precision Production		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Psychology		0.8%	7.1%	6.3%	6.5%	20.8%	72.9%
Public Administration and Social Service Professions		0.7%	16.2%	6.4%	6.2%	29.5%	67.0%
Science Technologies/Technicians		0.0%	0.0%	0.0%	0.0%	0.0%	80.0%
Security and Protective Services		1.4%	15.5%	5.6%	2.8%	25.3%	59.0%
Social Sciences		0.4%	6.3%	8.7%	5.9%	21.3%	51.7%
Theology and Religious Vocations		0.1%	15.9%	7.2%	2.0%	25.2%	24.8%
Transportation and Materials Moving		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Visual and Performing Arts		0.5%	3.7%	7.9%	3.2%	15.3%	48.8%
TOTAL ALL FIELDS		0.7%	7.7%	9.7%	5.2%	23.2%	54.9%
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## UTILIZATION ANALYSIS WORKSHEET

### Two Factor Availability

College: <b>BMCC</b>
Semester/Year: <b>FALL, 2012</b>

AFFIRMATIVE ACTION UNIT:  Mathematic and Computer Science		CONSTITUENT DEPARTMENTS:  Computer Info Systems				
EEO CATEGORY:  FACULTY		Job Titles:  Professor (5); Associate Professor (4); and Assistant Professor(5)				
JOB GROUP: PROFESSORIAL						
FACTORS:	Weighting	Females	**Total Minority	Black or African American	Hispanic or Latino	Asian or Nat. Haw. or Other Pac. Isl.
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	17.3	29.7	11.4	7.4	10.3
2. % of Minorities/Females promotable, transferable, or trainable						
GROUP TOTAL NO.: <u>14</u> No. Male: <u>9</u> No. Female: <u>5</u>						
		Females	**Total Minority	Black or African American	Hispanic or Latino	Asian or Nat. Haw. or Other Pac. Isl.
CURRENT UTILIZATION:		# <u>5</u> % <u>35.7</u>	# <u>8</u> % <u>57.1</u>	# <u>0</u> % <u>0.0</u>	# <u>1</u> % <u>7.1</u>	# <u>7</u> % <u>50.0</u>
OVERALL AVAILABILITY:		% <u>17.3</u>	% <u>29.7</u>	% <u>11.4</u>	% <u>7.4</u>	% <u>10.3</u>
UNDERUTILIZATION:		% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>11.4</u> # <u>1.6</u> UU <u>2</u>	% <u>0.3</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>

\*\*Total Minority includes Black or African American, Hispanic or Latino, Asian or Nat. Haw. or Other Pac. Isl., and Am. Ind./Al. Natives and Two or More Races

## FACTOR / SOURCE SHEET - PROFESSORIAL

FALL, 2012

Affirmative Action Unit: Mathematic and Computer Science

Constituent Departments: Computer Info Systems

Job Group: Professorial

Job Titles: Professor (5); Associate Professor (4); and Assistant Professor(5)

<u>FACTORS</u>	<u>SOURCES</u>	<u>WEIGHT</u>
Factor 1	EDC- Ph.D. 2007 - 08* - 4States and US Non-4ST.	1.0

\* Note: US Dept of Education's Postsecondary Studies Division indicates 2008 is the latest data available as of 5//2011.

Factor 1: 4States (CT,NJ, NY, PA) and USNon-4ST - EDC - Ph.D. 2007 - 08\*

### **Computer and Information Sciences and Support Services**

<u>Female</u>	<u>**Total Minority</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>
17.3	29.7	11.4	7.4	10.3

\*\*Total Minority includes Black or African American, Hispanic or Latino, Asian or Nat. Haw. or Other Pac. Isl., and Am. Ind./Al. Natives and Two or More Races.

## DOCTORATE degree conferred by Title IV participating institutions 2007-2008

Reported data only - This listing does not include US Service Schools, Non-Resident Aliens and Unknowns are excluded from all totals.

Data for 4 States = CT, NJ, NY & PA(considered as 4ST) is weighted at 20% and USn4ST is weighted at 80%.

		AM.IND./ AL.NAT.	BLACK NON-HISP.	ASIAN/ PAC. ISL.	HISPANIC	TOTAL MINORITY	FEMALE
Agriculture, Agriculture Operations and Related Sciences		0.5%	3.9%	7.4%	2.9%	14.7%	41.1%
Architecture and Related Services		0.0%	9.4%	23.6%	5.5%	38.5%	52.1%
Area, Ethnic, Cultural, and Gender Studies		3.8%	19.6%	5.9%	6.6%	35.8%	61.6%
Biological and Biomedical Sciences		0.4%	5.0%	12.5%	5.3%	23.2%	51.3%
Business, Management, Marketing, & Related Support Services		0.9%	14.9%	7.9%	3.8%	27.5%	41.5%
Communication, Journalism, and Related Programs		0.8%	12.3%	5.2%	4.2%	22.5%	60.8%
Communications Technologies/Technicians and Support Services		0.0%	10.0%	0.0%	0.0%	10.0%	10.0%
Computer and Information Sciences and Support Services		0.0%	4.4%	15.1%	2.1%	21.5%	21.3%
Construction Trades		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Education		0.8%	17.9%	3.9%	5.4%	28.0%	67.9%
Engineering		0.5%	4.3%	17.0%	4.4%	26.3%	25.4%
Engineering Technologies/Technicians		0.0%	6.2%	6.2%	0.0%	12.3%	12.3%
English Language and Literature/Letters		0.2%	4.6%	5.7%	3.7%	14.2%	63.3%
Family and Consumer Sciences/Human Sciences		0.4%	17.3%	4.5%	4.7%	26.9%	77.0%
Foreign Languages, Literatures, and Linguistics		0.6%	3.3%	6.7%	12.2%	22.9%	60.2%
Health Professions and Related Clinical Sciences		0.5%	5.0%	6.3%	3.9%	15.7%	74.6%
History		0.8%	7.5%	3.6%	5.3%	17.2%	43.6%
Legal Professions and Studies		0.0%	7.7%	12.9%	2.6%	23.2%	58.7%
Liberal Arts and Sciences, General Studies and Humanities		1.6%	19.4%	0.0%	3.1%	24.1%	58.6%
Library Science		0.0%	10.0%	7.4%	5.2%	22.5%	60.1%
Mathematics and Statistics		0.3%	3.7%	9.2%	4.9%	18.1%	33.6%
Mechanic and Repair Technologies/Technicians		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Military Technologies		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Multi/Interdisciplinary Studies		0.9%	7.3%	9.1%	5.7%	22.9%	55.8%
Natural Resources and Conservation		1.5%	3.8%	6.3%	2.2%	13.7%	42.4%
Parks, Recreation, Leisure and Fitness Studies		0.5%	3.9%	3.3%	3.3%	11.0%	47.3%
Personal and Culinary Services		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Philosophy and Religious Studies		0.8%	6.4%	7.2%	2.4%	16.8%	30.3%
Physical Sciences		0.3%	3.3%	9.2%	4.5%	17.2%	31.5%
Precision Production		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Psychology		0.8%	7.1%	6.3%	6.5%	20.8%	72.9%
Public Administration and Social Service Professions		0.7%	16.2%	6.4%	6.2%	29.5%	67.0%
Science Technologies/Technicians		0.0%	0.0%	0.0%	0.0%	0.0%	80.0%
Security and Protective Services		1.4%	15.5%	5.6%	2.8%	25.3%	59.0%
Social Sciences		0.4%	6.3%	8.7%	5.9%	21.3%	51.7%
Theology and Religious Vocations		0.1%	15.9%	7.2%	2.0%	25.2%	24.8%
Transportation and Materials Moving		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Visual and Performing Arts		0.5%	3.7%	7.9%	3.2%	15.3%	48.8%
TOTAL ALL FIELDS		0.7%	7.7%	9.7%	5.2%	23.2%	54.9%



## UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: <b>BMCC</b>	
Semester/Year: <b>FALL, 2012</b>	

AFFIRMATIVE ACTION UNIT:  Psychology		CONSTITUENT DEPARTMENTS:  Counseling				
EEO CATEGORY:  FACULTY		Job Titles:  Professor (4) ; Associate Professor (3) ; and Assistant Professor (2)				
JOB GROUP: PROFESSORIAL						
FACTORS:	Weighting	Females	**Total Minority	Black or African American	Hispanic or Latino	Asian or Nat. Haw. or Other Pac. Isl.
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	77.8	28.6	11.8	9.6	6.5
2. % of Minorities/Females promotable, transferable, or trainable						
GROUP TOTAL NO.: <u>9</u>						
No. Male: <u>4</u> No. Female: <u>5</u>						
		Females	**Total Minority	Black or African American	Hispanic or Latino	Asian or Nat. Haw. or Other Pac. Isl.
CURRENT UTILIZATION:		# <u>5</u> % <u>55.6</u>	# <u>6</u> % <u>66.7</u>	# <u>5</u> % <u>55.6</u>	# <u>1</u> % <u>11.1</u>	# <u>0</u> % <u>0.0</u>
OVERALL AVAILABILITY:		% <u>77.8</u>	% <u>28.6</u>	% <u>11.8</u>	% <u>9.6</u>	% <u>6.5</u>
UNDERUTILIZATION:		% <u>22.2</u> # <u>2.0</u> UU <u>2</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>6.5</u> # <u>0.6</u> UU <u>1</u>

\*\*Total Minority includes Black or African American, Hispanic or Latino, Asian or Nat. Haw. or Other Pac. Isl., and Am. Ind./Al. Natives and Two or More Races

## FACTOR / SOURCE SHEET - PROFESSORIAL

**FALL, 2012**

Affirmative Action Unit: Psychology

Constituent Departments: Counseling

Job Group: Professorial

Job Titles: Professor (4) ; Associate Professor (3) ; and Assistant Professor (2)

<u>FACTORS</u>	<u>SOURCES</u>	<u>WEIGHT</u>
Factor 1	EDC- Ph.D. 2007 - 08* - 4States and US Non-4ST.	1.0

\* Note: US Dept of Education's Postsecondary Studies Division indicates 2008 is the latest data available as of 5//2011.

Factor 1: 4States (CT,NJ, NY, PA) and USNon-4ST - EDC - Ph.D. 2007 - 08\*

### **Psychology**

<u>Female</u>	<u>**Total Minority</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>
77.8	28.6	11.8	9.6	6.5

\*\*Total Minority includes Black or African American, Hispanic or Latino, Asian or Nat. Haw. or Other Pac. Isl., and Am. Ind./Al. Natives and Two or More Races.

## DOCTORATE degree conferred by Title IV participating institutions 2007-2008

Reported data only - This listing does not include US Service Schools, Non-Resident Aliens and Unknowns are excluded from all totals.

Data for 4 States = CT, NJ, NY & PA(considered as 4ST) is weighted at 20% and USn4ST is weighted at 80%.

		AM.IND/ AL.NAT.	BLACK NON-HISP.	ASIAN/ PAC. ISL.	HISPANIC	TOTAL MINORITY	FEMALE
Agriculture, Agriculture Operations and Related Sciences		0.5%	3.9%	7.4%	2.9%	14.7%	41.1%
Architecture and Related Services		0.0%	9.4%	23.6%	5.5%	38.5%	52.1%
Area, Ethnic, Cultural, and Gender Studies		3.8%	19.6%	5.9%	6.6%	35.8%	61.6%
Biological and Biomedical Sciences		0.4%	5.0%	12.5%	5.3%	23.2%	51.3%
Business, Management, Marketing, & Related Support Services		0.9%	14.9%	7.9%	3.8%	27.5%	41.5%
Communication, Journalism, and Related Programs		0.8%	12.3%	5.2%	4.2%	22.5%	60.8%
Communications Technologies/Technicians and Support Services		0.0%	10.0%	0.0%	0.0%	10.0%	10.0%
Computer and Information Sciences and Support Services		0.0%	4.4%	15.1%	2.1%	21.5%	21.3%
Construction Trades		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Education		0.8%	17.9%	3.9%	5.4%	28.0%	67.9%
Engineering		0.5%	4.3%	17.0%	4.4%	26.3%	25.4%
Engineering Technologies/Technicians		0.0%	6.2%	6.2%	0.0%	12.3%	12.3%
English Language and Literature/Letters		0.2%	4.6%	5.7%	3.7%	14.2%	63.3%
Family and Consumer Sciences/Human Sciences		0.4%	17.3%	4.5%	4.7%	26.9%	77.0%
Foreign Languages, Literatures, and Linguistics		0.6%	3.3%	6.7%	12.2%	22.9%	60.2%
Health Professions and Related Clinical Sciences		0.5%	5.0%	6.3%	3.9%	15.7%	74.6%
History		0.8%	7.5%	3.6%	5.3%	17.2%	43.6%
Legal Professions and Studies		0.0%	7.7%	12.9%	2.6%	23.2%	58.7%
Liberal Arts and Sciences, General Studies and Humanities		1.6%	19.4%	0.0%	3.1%	24.1%	58.6%
Library Science		0.0%	10.0%	7.4%	5.2%	22.5%	60.1%
Mathematics and Statistics		0.3%	3.7%	9.2%	4.9%	18.1%	33.6%
Mechanic and Repair Technologies/Technicians		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Military Technologies		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Multi/Interdisciplinary Studies		0.9%	7.3%	9.1%	5.7%	22.9%	55.8%
Natural Resources and Conservation		1.5%	3.8%	6.3%	2.2%	13.7%	42.4%
Parks, Recreation, Leisure and Fitness Studies		0.5%	3.9%	3.3%	3.3%	11.0%	47.3%
Personal and Culinary Services		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Philosophy and Religious Studies		0.8%	6.4%	7.2%	2.4%	16.8%	30.3%
Physical Sciences		0.3%	3.3%	9.2%	4.5%	17.2%	31.5%
Precision Production		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Psychology		0.8%	7.1%	6.3%	6.5%	20.8%	72.9%
Public Administration and Social Service Professions		0.7%	16.2%	6.4%	6.2%	29.5%	67.0%
Science Technologies/Technicians		0.0%	0.0%	0.0%	0.0%	0.0%	80.0%
Security and Protective Services		1.4%	15.5%	5.6%	2.8%	25.3%	59.0%
Social Sciences		0.4%	6.3%	8.7%	5.9%	21.3%	51.7%
Theology and Religious Vocations		0.1%	15.9%	7.2%	2.0%	25.2%	24.8%
Transportation and Materials Moving		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Visual and Performing Arts		0.5%	3.7%	7.9%	3.2%	15.3%	48.8%
TOTAL ALL FIELDS		0.7%	7.7%	9.7%	5.2%	23.2%	54.9%
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## UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: <b>BMCC</b>	
Semester/Year: <b>FALL, 2012</b>	

AFFIRMATIVE ACTION UNIT:  English and English Literature		CONSTITUENT DEPARTMENTS: Developmental Skills				
EEO CATEGORY:  FACULTY		Job Titles:  Professor (7) ; Associate Professor (6); and Assistant Professor (12)				
JOB GROUP: PROFESSORIAL						
FACTORS:	Weighting	Females	**Total Minority	Black or African American	Hispanic or Latino	Asian or Nat. Haw. or Other Pac. Isl.
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	63.3	14.2	4.6	3.7	5.7
2. % of Minorities/Females promotable, transferable, or trainable						
GROUP TOTAL NO.: <u>25</u> No. Male: <u>9</u> No. Female: <u>16</u>						
		Females	**Total Minority	Black or African American	Hispanic or Latino	Asian or Nat. Haw. or Other Pac. Isl.
CURRENT UTILIZATION:		# <u>16</u> % <u>64.0</u>	# <u>6</u> % <u>24.0</u>	# <u>4</u> % <u>16.0</u>	# <u>1</u> % <u>4.0</u>	# <u>2</u> % <u>8.0</u>
OVERALL AVAILABILITY:		% <u>63.3</u>	% <u>14.2</u>	% <u>4.6</u>	% <u>3.7</u>	% <u>5.7</u>
UNDERUTILIZATION:		% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>

\*\*Total Minority includes Black or African American, Hispanic or Latino, Asian or Nat. Haw. or Other Pac. Isl., and Am. Ind./AI. Natives and Two or More Races

## FACTOR / SOURCE SHEET - PROFESSORIAL

**FALL, 2012**

**Affirmative Action Unit:** English and English Literature

**Constituent Departments:** Developmental Skills

**Job Group:** Professorial

**Job Titles:** Professor (7) ; Associate Professor (6); and Assistant Professor (12)

<u>FACTORS</u>	<u>SOURCES</u>	<u>WEIGHT</u>
Factor 1	EDC- Ph.D. 2007 - 08* - 4States and US Non-4ST.	1.0

\* Note: US Dept of Education's Postsecondary Studies Division indicates 2008 is the latest data available as of 5//2011.

Factor 1: 4States (CT,NJ, NY, PA) and USNon-4ST - EDC - Ph.D. 2007 - 08\*

### **English Language and Literature/Letters**

<u>Female</u>	<u>**Total Minority</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>
<b>63.3</b>	<b>14.2</b>	<b>4.6</b>	<b>3.7</b>	<b>5.7</b>

\*\*Total Minority includes Black or African American, Hispanic or Latino, Asian or Nat. Haw. or Other Pac. Isl., and Am. Ind./Al. Natives and Two or More Races.

## DOCTORATE degree conferred by Title IV participating institutions 2007-2008

Reported data only - This listing does not include US Service Schools, Non-Resident Aliens and Unknowns are excluded from all totals

Data for 4 States = CT, NJ, NY & PA(considered as 4ST) is weighted at 20% and USn4ST is weighted at 80%.

		AM.IND/ AL.NAT.	BLACK NON-HISP.	ASIAN/ PAC. ISL.	HISPANIC	TOTAL MINORITY	FEMALE
Agriculture, Agriculture Operations and Related Sciences		0.5%	3.9%	7.4%	2.9%	14.7%	41.1%
Architecture and Related Services		0.0%	9.4%	23.6%	5.5%	38.5%	52.1%
Area, Ethnic, Cultural, and Gender Studies		3.8%	19.6%	5.9%	6.6%	35.8%	61.6%
Biological and Biomedical Sciences		0.4%	5.0%	12.5%	5.3%	23.2%	51.3%
Business, Management, Marketing, & Related Support Services		0.9%	14.9%	7.9%	3.8%	27.5%	41.5%
Communication, Journalism, and Related Programs		0.8%	12.3%	5.2%	4.2%	22.5%	60.8%
Communications Technologies/Technicians and Support Services		0.0%	10.0%	0.0%	0.0%	10.0%	10.0%
Computer and Information Sciences and Support Services		0.0%	4.4%	15.1%	2.1%	21.5%	21.3%
Construction Trades		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Education		0.8%	17.9%	3.9%	5.4%	28.0%	67.9%
Engineering		0.5%	4.3%	17.0%	4.4%	26.3%	25.4%
Engineering Technologies/Technicians		0.0%	6.2%	6.2%	0.0%	12.3%	12.3%
English Language and Literature/Letters		0.2%	4.6%	5.7%	3.7%	14.2%	63.3%
Family and Consumer Sciences/Human Sciences		0.4%	17.3%	4.5%	4.7%	26.9%	77.0%
Foreign Languages, Literatures, and Linguistics		0.6%	3.3%	6.7%	12.2%	22.9%	60.2%
Health Professions and Related Clinical Sciences		0.5%	5.0%	6.3%	3.9%	15.7%	74.6%
History		0.8%	7.5%	3.6%	5.3%	17.2%	43.6%
Legal Professions and Studies		0.0%	7.7%	12.9%	2.6%	23.2%	58.7%
Liberal Arts and Sciences, General Studies and Humanities		1.6%	19.4%	0.0%	3.1%	24.1%	58.6%
Library Science		0.0%	10.0%	7.4%	5.2%	22.5%	60.1%
Mathematics and Statistics		0.3%	3.7%	9.2%	4.9%	18.1%	33.6%
Mechanic and Repair Technologies/Technicians		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Military Technologies		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Multi/Interdisciplinary Studies		0.9%	7.3%	9.1%	5.7%	22.9%	55.8%
Natural Resources and Conservation		1.5%	3.8%	6.3%	2.2%	13.7%	42.4%
Parks, Recreation, Leisure and Fitness Studies		0.5%	3.9%	3.3%	3.3%	11.0%	47.3%
Personal and Culinary Services		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Philosophy and Religious Studies		0.8%	6.4%	7.2%	2.4%	16.8%	30.3%
Physical Sciences		0.3%	3.3%	9.2%	4.5%	17.2%	31.5%
Precision Production		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Psychology		0.8%	7.1%	6.3%	6.5%	20.8%	72.9%
Public Administration and Social Service Professions		0.7%	16.2%	6.4%	6.2%	29.5%	67.0%
Science Technologies/Technicians		0.0%	0.0%	0.0%	0.0%	0.0%	80.0%
Security and Protective Services		1.4%	15.5%	5.6%	2.8%	25.3%	59.0%
Social Sciences		0.4%	6.3%	8.7%	5.9%	21.3%	51.7%
Theology and Religious Vocations		0.1%	15.9%	7.2%	2.0%	25.2%	24.8%
Transportation and Materials Moving		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Visual and Performing Arts		0.5%	3.7%	7.9%	3.2%	15.3%	48.8%
TOTAL ALL FIELDS		0.7%	7.7%	9.7%	5.2%	23.2%	54.9%
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## UTILIZATION ANALYSIS WORKSHEET

### Two Factor Availability

College: <b>BMCC</b>
Semester/Year: <b>FALL, 2012</b>

AFFIRMATIVE ACTION UNIT:  English and English Literature		CONSTITUENT DEPARTMENTS:  English				
EEO CATEGORY:  FACULTY		Job Titles:  Professor (11); Associate Professor (12); and Assistant Professor (20)				
JOB GROUP:  PROFESSORIAL						
FACTORS:	Weighting	Females	**Total Minority	Black or African American	Hispanic or Latino	Asian or Nat. Haw. or Other Pac. Isl.
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	63.3	14.2	4.6	3.7	5.7
2. % of Minorities/Females promotable, transferable, or trainable						
GROUP TOTAL NO.: <u>43</u> No. Male: <u>18</u> No. Female: <u>25</u>						
		Females	**Total Minority	Black or African American	Hispanic or Latino	Asian or Nat. Haw. or Other Pac. Isl.
CURRENT UTILIZATION:		# <u>25</u>	# <u>13</u>	# <u>7</u>	# <u>4</u>	# <u>2</u>
		% <u>58.1</u>	% <u>30.2</u>	% <u>16.3</u>	% <u>9.3</u>	% <u>4.7</u>
OVERALL AVAILABILITY:		% <u>63.3</u>	% <u>14.2</u>	% <u>4.6</u>	% <u>3.7</u>	% <u>5.7</u>
UNDERUTILIZATION:		% <u>5.2</u>	% <u>NONE</u>	% <u>NONE</u>	% <u>NONE</u>	% <u>1.0</u>
		# <u>2.2</u>	# <u>0.0</u>	# <u>0.0</u>	# <u>0.0</u>	# <u>0.5</u>
		UU <u>2</u>	UU <u>0</u>	UU <u>0</u>	UU <u>0</u>	UU <u>1</u>

\*\*Total Minority includes Black or African American, Hispanic or Latino, Asian or Nat. Haw. or Other Pac. Isl., and Am. Ind./Al. Natives and Two or More Races

## FACTOR / SOURCE SHEET - PROFESSORIAL

**FALL, 2012**

**Affirmative Action Unit:** English and English Literature

**Constituent Departments:** English

**Job Group:** Professorial

**Job Titles:** Professor (11); Associate Professor (12); and Assistant Professor (20)

<u>FACTORS</u>	<u>SOURCES</u>	<u>WEIGHT</u>
Factor 1	EDC- Ph.D. 2007 - 08* - 4States and US Non-4ST.	1.0

\* Note: US Dept of Education's Postsecondary Studies Division indicates 2008 is the latest data available as of 5//2011.

Factor 1: 4States (CT,NJ, NY, PA) and USNon-4ST - EDC - Ph.D. 2007 - 08\*

### **English Language and Literature/Letters**

<u>Female</u>	<u>**Total Minority</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>
63.3	14.2	4.6	3.7	5.7

\*\*Total Minority includes Black or African American, Hispanic or Latino, Asian or Nat. Haw. or Other Pac. Isl., and Am. Ind./Al. Natives and Two or More Races.

## DOCTORATE degree conferred by Title IV participating institutions 2007-2008

Reported data only - This listing does not include US Service Schools, Non-Resident Aliens and Unknowns are excluded from all totals.

Data for 4 States = CT, NJ, NY & PA(considered as 4ST) is weighted at 20% and USn4ST is weighted at 80%.

		AM.IND./ AL.NAT.	BLACK NON-HISP.	ASIAN/ PAC. ISL.	HISPANIC	TOTAL MINORITY	FEMALE
Agriculture, Agriculture Operations and Related Sciences		0.5%	3.9%	7.4%	2.9%	14.7%	41.1%
Architecture and Related Services		0.0%	9.4%	23.6%	5.5%	38.5%	52.1%
Area, Ethnic, Cultural, and Gender Studies		3.8%	19.6%	5.9%	6.6%	35.8%	61.6%
Biological and Biomedical Sciences		0.4%	5.0%	12.5%	5.3%	23.2%	51.3%
Business, Management, Marketing, & Related Support Services		0.9%	14.9%	7.9%	3.8%	27.5%	41.5%
Communication, Journalism, and Related Programs		0.8%	12.3%	5.2%	4.2%	22.5%	60.8%
Communications Technologies/Technicians and Support Services		0.0%	10.0%	0.0%	0.0%	10.0%	10.0%
Computer and Information Sciences and Support Services		0.0%	4.4%	15.1%	2.1%	21.5%	21.3%
Construction Trades		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Education		0.8%	17.9%	3.9%	5.4%	28.0%	67.9%
Engineering		0.5%	4.3%	17.0%	4.4%	26.3%	25.4%
Engineering Technologies/Technicians		0.0%	6.2%	6.2%	0.0%	12.3%	12.3%
English Language and Literature/Letters		0.2%	4.6%	5.7%	3.7%	14.2%	63.3%
Family and Consumer Sciences/Human Sciences		0.4%	17.3%	4.5%	4.7%	26.9%	77.0%
Foreign Languages, Literatures, and Linguistics		0.6%	3.3%	6.7%	12.2%	22.9%	60.2%
Health Professions and Related Clinical Sciences		0.5%	5.0%	6.3%	3.9%	15.7%	74.6%
History		0.8%	7.5%	3.6%	5.3%	17.2%	43.6%
Legal Professions and Studies		0.0%	7.7%	12.9%	2.6%	23.2%	58.7%
Liberal Arts and Sciences, General Studies and Humanities		1.6%	19.4%	0.0%	3.1%	24.1%	58.6%
Library Science		0.0%	10.0%	7.4%	5.2%	22.5%	60.1%
Mathematics and Statistics		0.3%	3.7%	9.2%	4.9%	18.1%	33.6%
Mechanic and Repair Technologies/Technicians		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Military Technologies		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Multi/Interdisciplinary Studies		0.9%	7.3%	9.1%	5.7%	22.9%	55.8%
Natural Resources and Conservation		1.5%	3.8%	6.3%	2.2%	13.7%	42.4%
Parks, Recreation, Leisure and Fitness Studies		0.5%	3.9%	3.3%	3.3%	11.0%	47.3%
Personal and Culinary Services		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Philosophy and Religious Studies		0.8%	6.4%	7.2%	2.4%	16.8%	30.3%
Physical Sciences		0.3%	3.3%	9.2%	4.5%	17.2%	31.5%
Precision Production		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Psychology		0.8%	7.1%	6.3%	6.5%	20.8%	72.9%
Public Administration and Social Service Professions		0.7%	16.2%	6.4%	6.2%	29.5%	67.0%
Science Technologies/Technicians		0.0%	0.0%	0.0%	0.0%	0.0%	80.0%
Security and Protective Services		1.4%	15.5%	5.6%	2.8%	25.3%	59.0%
Social Sciences		0.4%	6.3%	8.7%	5.9%	21.3%	51.7%
Theology and Religious Vocations		0.1%	15.9%	7.2%	2.0%	25.2%	24.8%
Transportation and Materials Moving		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Visual and Performing Arts		0.5%	3.7%	7.9%	3.2%	15.3%	48.8%
TOTAL ALL FIELDS		0.7%	7.7%	9.7%	5.2%	23.2%	54.9%
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## UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **BMCC**

Semester/Year: **FALL, 2012**

<b>AFFIRMATIVE ACTION UNIT:</b>  Health Professions		<b>CONSTITUENT DEPARTMENTS:</b> Health Education				
<b>EEO CATEGORY:</b>  FACULTY		<b>Job Titles:</b>  Professor (3); Associate Professor (1); and Assistant Professor (3)				
<b>JOB GROUP:</b> PROFESSORIAL						
<b>FACTORS:</b>	<b>Weighting</b>	<b>Females</b>	<b>**Total Minority</b>	<b>Black or African American</b>	<b>Hispanic or Latino</b>	<b>Asian or Nat. Haw. or Other Pac. Isl.</b>
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	63.3	14.2	4.6	3.7	5.7
2. % of Minorities/Females promotable, transferable, or trainable						
<b>GROUP TOTAL NO.:</b> <u>7</u> No. Male: <u>3</u> No. Female: <u>4</u>						
		<b>Females</b>	<b>**Total Minority</b>	<b>Black or African American</b>	<b>Hispanic or Latino</b>	<b>Asian or Nat. Haw. or Other Pac. Isl.</b>
<b>CURRENT UTILIZATION:</b>		# <u>4</u> % <u>57.1</u>	# <u>3</u> % <u>42.9</u>	# <u>2</u> % <u>28.6</u>	# <u>1</u> % <u>14.3</u>	# <u>0</u> % <u>0.0</u>
<b>OVERALL AVAILABILITY:</b>		% <u>63.3</u>	% <u>14.2</u>	% <u>4.6</u>	% <u>3.7</u>	% <u>5.7</u>
<b>UNDERUTILIZATION:</b>		% <u>6.2</u> # <u>0.4</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>5.7</u> # <u>0.4</u> UU <u>0</u>

\*\*Total Minority includes Black or African American, Hispanic or Latino, Asian or Nat. Haw. or Other Pac. Isl., and Am. Ind./Al. Natives and Two or More Races

## FACTOR / SOURCE SHEET - PROFESSORIAL

FALL, 2012

Affirmative Action Unit: Health Professions

Constituent Departments: Health Education

Job Group: Professorial

Job Titles: Professor (3); Associate Professor (1); and Assistant Professor (3)

<u>FACTORS</u>	<u>SOURCES</u>	<u>WEIGHT</u>
Factor 1	EDC- Ph.D. 2007 - 08* - 4States and US Non-4ST.	1.0

\* Note: US Dept of Education's Postsecondary Studies Division indicates 2008 is the latest data available as of 5//2011.

Factor 1: 4States (CT,NJ, NY, PA) and USNon-4ST - EDC - Ph.D. 2007 - 08\*

### **English Language and Literature/Letters**

<u>Female</u>	<u>**Total Minority</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>
63.3	14.2	4.6	3.7	5.7

\*\*Total Minority includes Black or African American, Hispanic or Latino, Asian or Nat. Haw. or Other Pac. Isl., and Am. Ind./Al. Natives and Two or More Races.

## DOCTORATE degree conferred by Title IV participating institutions 2007-2008

Reported data only - This listing does not include US Service Schools, Non-Resident Aliens and Unknowns are excluded from all totals.

Data for 4 States = CT, NJ, NY & PA(considered as 4ST) is weighted at 20% and USn4ST is weighted at 80%.

		AM.IND./ AL.NAT.	BLACK NON-HISP.	ASIAN/ PAC. ISL.	HISPANIC	TOTAL MINORITY	FEMALE
Agriculture, Agriculture Operations and Related Sciences		0.5%	3.9%	7.4%	2.9%	14.7%	41.1%
Architecture and Related Services		0.0%	9.4%	23.6%	5.5%	38.5%	52.1%
Area, Ethnic, Cultural, and Gender Studies		3.8%	19.6%	5.9%	6.6%	35.8%	61.6%
Biological and Biomedical Sciences		0.4%	5.0%	12.5%	5.3%	23.2%	51.3%
Business, Management, Marketing, & Related Support Services		0.9%	14.9%	7.9%	3.8%	27.5%	41.5%
Communication, Journalism, and Related Programs		0.8%	12.3%	5.2%	4.2%	22.5%	60.8%
Communications Technologies/Technicians and Support Services		0.0%	10.0%	0.0%	0.0%	10.0%	10.0%
Computer and Information Sciences and Support Services		0.0%	4.4%	15.1%	2.1%	21.5%	21.3%
Construction Trades		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Education		0.8%	17.9%	3.9%	5.4%	28.0%	67.9%
Engineering		0.5%	4.3%	17.0%	4.4%	26.3%	25.4%
Engineering Technologies/Technicians		0.0%	6.2%	6.2%	0.0%	12.3%	12.3%
English Language and Literature/Letters		0.2%	4.6%	5.7%	3.7%	14.2%	63.3%
Family and Consumer Sciences/Human Sciences		0.4%	17.3%	4.5%	4.7%	26.9%	77.0%
Foreign Languages, Literatures, and Linguistics		0.6%	3.3%	6.7%	12.2%	22.9%	60.2%
Health Professions and Related Clinical Sciences		0.5%	5.0%	6.3%	3.9%	15.7%	74.6%
History		0.8%	7.5%	3.6%	5.3%	17.2%	43.6%
Legal Professions and Studies		0.0%	7.7%	12.9%	2.6%	23.2%	58.7%
Liberal Arts and Sciences, General Studies and Humanities		1.6%	19.4%	0.0%	3.1%	24.1%	58.6%
Library Science		0.0%	10.0%	7.4%	5.2%	22.5%	60.1%
Mathematics and Statistics		0.3%	3.7%	9.2%	4.9%	18.1%	33.6%
Mechanic and Repair Technologies/Technicians		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Military Technologies		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Multi/Interdisciplinary Studies		0.9%	7.3%	9.1%	5.7%	22.9%	55.8%
Natural Resources and Conservation		1.5%	3.8%	6.3%	2.2%	13.7%	42.4%
Parks, Recreation, Leisure and Fitness Studies		0.5%	3.9%	3.3%	3.3%	11.0%	47.3%
Personal and Culinary Services		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Philosophy and Religious Studies		0.8%	6.4%	7.2%	2.4%	16.8%	30.3%
Physical Sciences		0.3%	3.3%	9.2%	4.5%	17.2%	31.5%
Precision Production		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Psychology		0.8%	7.1%	6.3%	6.5%	20.8%	72.9%
Public Administration and Social Service Professions		0.7%	16.2%	6.4%	6.2%	29.5%	67.0%
Science Technologies/Technicians		0.0%	0.0%	0.0%	0.0%	0.0%	80.0%
Security and Protective Services		1.4%	15.5%	5.6%	2.8%	25.3%	59.0%
Social Sciences		0.4%	6.3%	8.7%	5.9%	21.3%	51.7%
Theology and Religious Vocations		0.1%	15.9%	7.2%	2.0%	25.2%	24.8%
Transportation and Materials Moving		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Visual and Performing Arts		0.5%	3.7%	7.9%	3.2%	15.3%	48.8%
TOTAL ALL FIELDS		0.7%	7.7%	9.7%	5.2%	23.2%	54.9%
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## UTILIZATION ANALYSIS WORKSHEET

### Two Factor Availability

College: <b>BMCC</b>
Semester/Year: <b>FALL, 2012</b>

AFFIRMATIVE ACTION UNIT:  Library		CONSTITUENT DEPARTMENTS:  Library				
EEO CATEGORY:  FACULTY		Job Titles:  Professor (3); Associate Professor (2) ; and Assistant Professor (6)				
JOB GROUP: PROFESSORIAL						
FACTORS:	Weighting	Females	**Total Minority	Black or African American	Hispanic or Latino	Asian or Nat. Haw. or Other Pac. Isl.
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	60.1	22.5	10.0	5.2	7.4
2. % of Minorities/Females promotable, transferable, or trainable						
GROUP TOTAL NO.: <u>11</u> No. Male: <u>4</u> No. Female: <u>7</u>						
		Females	**Total Minority	Black or African American	Hispanic or Latino	Asian or Nat. Haw. or Other Pac. Isl.
CURRENT UTILIZATION:		# <u>7</u> % <u>63.6</u>	# <u>6</u> % <u>54.5</u>	# <u>2</u> % <u>18.2</u>	# <u>1</u> % <u>9.1</u>	# <u>3</u> % <u>27.3</u>
OVERALL AVAILABILITY:		% <u>60.1</u>	% <u>22.5</u>	% <u>10.0</u>	% <u>5.2</u>	% <u>7.4</u>
UNDERUTILIZATION:		% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>

\*\*Total Minority includes Black or African American, Hispanic or Latino, Asian or Nat. Haw. or Other Pac. Isl., and Am. Ind./Al. Natives and Two or More Races

## FACTOR / SOURCE SHEET - PROFESSORIAL

FALL, 2012

Affirmative Action Unit: Library

Constituent Departments: Library

Job Group: Professorial

Job Titles: Professor (3); Associate Professor (2) ; and Assistant Professor (6)

<u>FACTORS</u>	<u>SOURCES</u>	<u>WEIGHT</u>
Factor 1	EDC- Ph.D. 2007 - 08* - 4States and US Non-4ST.	1.0

\* Note: US Dept of Education's Postsecondary Studies Division indicates 2008 is the latest data available as of 5//2011.

Factor 1: 4States (CT,NJ, NY, PA) and USNon-4ST - EDC - Ph.D. 2007 - 08\*

### **Library Science**

<u>Female</u>	<u>**Total Minority</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>
60.1	22.5	10.0	5.2	7.4

\*\*Total Minority includes Black or African American, Hispanic or Latino, Asian or Nat. Haw. or Other Pac. Isl., and Am. Ind./Al. Natives and Two or More Races.

## DOCTORATE degree conferred by Title IV participating institutions 2007-2008

Reported data only - This listing does not include US Service Schools, Non-Resident Aliens and Unknowns are excluded from all totals.

Data for 4 States = CT, NJ, NY & PA(considered as 4ST) is weighted at 20% and USn4ST is weighted at 80%.

		AM.IND/ AL.NAT.	BLACK NON-HISP.	ASIAN/ PAC. ISL.	HISPANIC	TOTAL MINORITY	FEMALE
Agriculture, Agriculture Operations and Related Sciences		0.5%	3.9%	7.4%	2.9%	14.7%	41.1%
Architecture and Related Services		0.0%	9.4%	23.6%	5.5%	38.5%	52.1%
Area, Ethnic, Cultural, and Gender Studies		3.8%	19.6%	5.9%	6.6%	35.8%	61.6%
Biological and Biomedical Sciences		0.4%	5.0%	12.5%	5.3%	23.2%	51.3%
Business, Management, Marketing, & Related Support Services		0.9%	14.9%	7.9%	3.8%	27.5%	41.5%
Communication, Journalism, and Related Programs		0.8%	12.3%	5.2%	4.2%	22.5%	60.8%
Communications Technologies/Technicians and Support Services		0.0%	10.0%	0.0%	0.0%	10.0%	10.0%
Computer and Information Sciences and Support Services		0.0%	4.4%	15.1%	2.1%	21.5%	21.3%
Construction Trades		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Education		0.8%	17.9%	3.9%	5.4%	28.0%	67.9%
Engineering		0.5%	4.3%	17.0%	4.4%	26.3%	25.4%
Engineering Technologies/Technicians		0.0%	6.2%	6.2%	0.0%	12.3%	12.3%
English Language and Literature/Letters		0.2%	4.6%	5.7%	3.7%	14.2%	63.3%
Family and Consumer Sciences/Human Sciences		0.4%	17.3%	4.5%	4.7%	26.9%	77.0%
Foreign Languages, Literatures, and Linguistics		0.6%	3.3%	6.7%	12.2%	22.9%	60.2%
Health Professions and Related Clinical Sciences		0.5%	5.0%	6.3%	3.9%	15.7%	74.6%
History		0.8%	7.5%	3.6%	5.3%	17.2%	43.6%
Legal Professions and Studies		0.0%	7.7%	12.9%	2.6%	23.2%	58.7%
Liberal Arts and Sciences, General Studies and Humanities		1.6%	19.4%	0.0%	3.1%	24.1%	58.6%
Library Science		0.0%	10.0%	7.4%	5.2%	22.5%	60.1%
Mathematics and Statistics		0.3%	3.7%	9.2%	4.9%	18.1%	33.6%
Mechanic and Repair Technologies/Technicians		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Military Technologies		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Multi/Interdisciplinary Studies		0.9%	7.3%	9.1%	5.7%	22.9%	55.8%
Natural Resources and Conservation		1.5%	3.8%	6.3%	2.2%	13.7%	42.4%
Parks, Recreation, Leisure and Fitness Studies		0.5%	3.9%	3.3%	3.3%	11.0%	47.3%
Personal and Culinary Services		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Philosophy and Religious Studies		0.8%	6.4%	7.2%	2.4%	16.8%	30.3%
Physical Sciences		0.3%	3.3%	9.2%	4.5%	17.2%	31.5%
Precision Production		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Psychology		0.8%	7.1%	6.3%	6.5%	20.8%	72.9%
Public Administration and Social Service Professions		0.7%	16.2%	6.4%	6.2%	29.5%	67.0%
Science Technologies/Technicians		0.0%	0.0%	0.0%	0.0%	0.0%	80.0%
Security and Protective Services		1.4%	15.5%	5.6%	2.8%	25.3%	59.0%
Social Sciences		0.4%	6.3%	8.7%	5.9%	21.3%	51.7%
Theology and Religious Vocations		0.1%	15.9%	7.2%	2.0%	25.2%	24.8%
Transportation and Materials Moving		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Visual and Performing Arts		0.5%	3.7%	7.9%	3.2%	15.3%	48.8%
TOTAL ALL FIELDS		0.7%	7.7%	9.7%	5.2%	23.2%	54.9%
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## UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: <b>BMCC</b>
Semester/Year: <b>FALL, 2012</b>

AFFIRMATIVE ACTION UNIT:  Mathematics and Computer Science		CONSTITUENT DEPARTMENTS: Mathematics				
EEO CATEGORY:  FACULTY		Job Titles:  Professor (7); Associate Professor (13) ; and Assistant Professor(15)				
JOB GROUP: PROFESSORIAL						
FACTORS:	Weighting	Females	**Total Minority	Black or African American	Hispanic or Latino	Asian or Nat. Haw. or Other Pac. Isl.
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	33.6	18.1	3.7	4.9	9.2
2. % of Minorities/Females promotable, transferable, or trainable						
GROUP TOTAL NO.: <u>35</u> No. Male: <u>22</u> No. Female: <u>13</u>						
		Females	**Total Minority	Black or African American	Hispanic or Latino	Asian or Nat. Haw. or Other Pac. Isl.
CURRENT UTILIZATION:		# <u>13</u> % <u>37.1</u>	# <u>18</u> % <u>51.4</u>	# <u>7</u> % <u>20.0</u>	# <u>4</u> % <u>11.4</u>	# <u>7</u> % <u>20.0</u>
OVERALL AVAILABILITY:		% <u>33.6</u>	% <u>18.1</u>	% <u>3.7</u>	% <u>4.9</u>	% <u>9.2</u>
UNDERUTILIZATION:		% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>

\*\*Total Minority includes Black or African American, Hispanic or Latino, Asian or Nat. Haw. or Other Pac. Isl., and Am. Ind./Al. Natives and Two or More Races

# FACTOR / SOURCE SHEET - PROFESSORIAL

**FALL, 2012**

**Affirmative Action Unit:**                      **Mathematics and Computer Science**

**Constituent Departments:**                      **Mathematics**

**Job Group:**    **Professorial**

**Job Titles:**    **Professor (7); Associate Professor (13) ; and Assistant Professor(15)**

<u>FACTORS</u>	<u>SOURCES</u>	<u>WEIGHT</u>
Factor 1	EDC- Ph.D. 2007 - 08* - 4States and US Non-4ST.	1.0

\* Note: US Dept of Education's Postsecondary Studies Division indicates 2008 is the latest data available as of 5//2011.

Factor 1: 4States (CT,NJ, NY, PA) and USNon-4ST - EDC - Ph.D. 2007 - 08\*

## **Mathematics and Statistics**

<u>Female</u>	<u>**Total Minority</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>
<b>33.6</b>	<b>18.1</b>	<b>3.7</b>	<b>4.9</b>	<b>9.2</b>

\*\*Total Minority includes Black or African American, Hispanic or Latino, Asian or Nat. Haw. or Other Pac. Isl., and Am. Ind./Al. Natives and Two or More Races.



# DOCTORATE degree conferred by Title IV participating institutions 2007-2008

Reported data only - This listing does not include US Service Schools, Non-Resident Aliens and Unknowns are excluded from all totals.

Data for 4 States = CT, NJ, NY & PA(considered as 4ST) is weighted at 20% and USn4ST is weighted at 80%.

	AM.IND/ AL.NAT.	BLACK NON-HISP.	ASIAN/ PAC. ISL.	HISPANIC	TOTAL MINORITY	FEMALE
Agriculture, Agriculture Operations and Related Sciences	0.5%	3.9%	7.4%	2.9%	14.7%	41.1%
Architecture and Related Services	0.0%	9.4%	23.6%	5.5%	38.5%	52.1%
Area, Ethnic, Cultural, and Gender Studies	3.8%	19.6%	5.9%	6.6%	35.8%	61.6%
Biological and Biomedical Sciences	0.4%	5.0%	12.5%	5.3%	23.2%	51.3%
Business, Management, Marketing, & Related Support Services	0.9%	14.9%	7.9%	3.8%	27.5%	41.5%
Communication, Journalism, and Related Programs	0.8%	12.3%	5.2%	4.2%	22.5%	60.8%
Communications Technologies/Technicians and Support Services	0.0%	10.0%	0.0%	0.0%	10.0%	10.0%
Computer and Information Sciences and Support Services	0.0%	4.4%	15.1%	2.1%	21.5%	21.3%
Construction Trades	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Education	0.8%	17.9%	3.9%	5.4%	28.0%	67.9%
Engineering	0.5%	4.3%	17.0%	4.4%	26.3%	25.4%
Engineering Technologies/Technicians	0.0%	6.2%	6.2%	0.0%	12.3%	12.3%
English Language and Literature/Letters	0.2%	4.6%	5.7%	3.7%	14.2%	63.3%
Family and Consumer Sciences/Human Sciences	0.4%	17.3%	4.5%	4.7%	26.9%	77.0%
Foreign Languages, Literatures, and Linguistics	0.6%	3.3%	6.7%	12.2%	22.9%	60.2%
Health Professions and Related Clinical Sciences	0.5%	5.0%	6.3%	3.9%	15.7%	74.6%
History	0.8%	7.5%	3.6%	5.3%	17.2%	43.6%
Legal Professions and Studies	0.0%	7.7%	12.9%	2.6%	23.2%	58.7%
Liberal Arts and Sciences, General Studies and Humanities	1.6%	19.4%	0.0%	3.1%	24.1%	58.6%
Library Science	0.0%	10.0%	7.4%	5.2%	22.5%	60.1%
Mathematics and Statistics	0.3%	3.7%	9.2%	4.9%	18.1%	33.6%
Mechanic and Repair Technologies/Technicians	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Military Technologies	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Multi/Interdisciplinary Studies	0.9%	7.3%	9.1%	5.7%	22.9%	55.8%
Natural Resources and Conservation	1.5%	3.8%	6.3%	2.2%	13.7%	42.4%
Parks, Recreation, Leisure and Fitness Studies	0.5%	3.9%	3.3%	3.3%	11.0%	47.3%
Personal and Culinary Services	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Philosophy and Religious Studies	0.8%	6.4%	7.2%	2.4%	16.8%	30.3%
Physical Sciences	0.3%	3.3%	9.2%	4.5%	17.2%	31.5%
Precision Production	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Psychology	0.8%	7.1%	6.3%	6.5%	20.8%	72.9%
Public Administration and Social Service Professions	0.7%	16.2%	6.4%	6.2%	29.5%	67.0%
Science Technologies/Technicians	0.0%	0.0%	0.0%	0.0%	0.0%	80.0%
Security and Protective Services	1.4%	15.5%	5.6%	2.8%	25.3%	59.0%
Social Sciences	0.4%	6.3%	8.7%	5.9%	21.3%	51.7%
Theology and Religious Vocations	0.1%	15.9%	7.2%	2.0%	25.2%	24.8%
Transportation and Materials Moving	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Visual and Performing Arts	0.5%	3.7%	7.9%	3.2%	15.3%	48.8%
TOTAL ALL FIELDS	0.7%	7.7%	9.7%	5.2%	23.2%	54.9%



## UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: <b>BMCC</b>
Semester/Year: <b>FALL, 2012</b>

AFFIRMATIVE ACTION UNIT:  Fine, Applied Arts, and Media		CONSTITUENT DEPARTMENTS:  Media Arts and Technology				
EEO CATEGORY:  FACULTY		Job Titles:  Professor (2); Associate Professor (3) ; and Assistant Professor(3)				
JOB GROUP: PROFESSORIAL						
FACTORS:	Weighting	Females	**Total Minority	Black or African American	Hispanic or Latino	Asian or Nat. Haw. or Other Pac. Isl.
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	10.0	10.0	10.0	0.0	0.0
2. % of Minorities/Females promotable, transferable, or trainable						
GROUP TOTAL NO.: <u>8</u> No. Male: <u>3</u> No. Female: <u>5</u>						
		Females	**Total Minority	Black or African American	Hispanic or Latino	Asian or Nat. Haw. or Other Pac. Isl.
CURRENT UTILIZATION:		# <u>5</u> % <u>62.5</u>	# <u>1</u> % <u>12.5</u>	# <u>1</u> % <u>12.5</u>	# <u>0</u> % <u>0.0</u>	# <u>0</u> % <u>0.0</u>
OVERALL AVAILABILITY:		% <u>10.0</u>	% <u>10.0</u>	% <u>10.0</u>	% <u>0.0</u>	% <u>0.0</u>
UNDERUTILIZATION:		% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>0.0</u> # <u>0.0</u> UU <u>0</u>	% <u>0.0</u> # <u>0.0</u> UU <u>0</u>

\*\*Total Minority includes Black or African American, Hispanic or Latino, Asian or Nat. Haw. or Other Pac. Isl., and Am. Ind./Al. Natives and Two or More Races

FACTOR / SOURCE SHEET - PROFESSORIAL

FALL, 2012

Affirmative Action Unit: Fine, Applied Arts, and Media

Constituent Departments: Media Arts and Technology

Job Group: Professorial

Job Titles: Professor (2); Associate Professor (3) ; and Assistant Professor(3)

<u>FACTORS</u>	<u>SOURCES</u>	<u>WEIGHT</u>
Factor 1	EDC- Ph.D. 2007 - 08* - 4States and US Non-4ST.	1.0

\* Note: US Dept of Education's Postsecondary Studies Division indicates 2008 is the latest data available as of 5//2011.

Factor 1: 4States (CT,NJ, NY, PA) and USNon-4ST - EDC - Ph.D. 2007 - 08\*

**Communication Technologies/Technician and Support Services**

<u>Female</u>	<u>**Total Minority</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>
10.0	10.0	10.0	0.0	0.0

\*\*Total Minority includes Black or African American, Hispanic or Latino, Asian or Nat. Haw. or Other Pac. Isl., and Am. Ind./Al. Natives and Two or More Races.

## DOCTORATE degree conferred by Title IV participating institutions 2007-2008

Reported data only - This listing does not include US Service Schools, Non-Resident Aliens and Unknowns are excluded from all totals.

Data for 4 States = CT, NJ, NY & PA(considered as 4ST) is weighted at 20% and USn4ST is weighted at 80%.

		AM.IND/ AL.NAT.	BLACK NON-HISP.	ASIAN/ PAC. ISL.	HISPANIC	TOTAL MINORITY	FEMALE
Agriculture, Agriculture Operations and Related Sciences		0.5%	3.9%	7.4%	2.9%	14.7%	41.1%
Architecture and Related Services		0.0%	9.4%	23.6%	5.5%	38.5%	52.1%
Area, Ethnic, Cultural, and Gender Studies		3.8%	19.6%	5.9%	6.6%	35.8%	61.6%
Biological and Biomedical Sciences		0.4%	5.0%	12.5%	5.3%	23.2%	51.3%
Business, Management, Marketing, & Related Support Services		0.9%	14.9%	7.9%	3.8%	27.5%	41.5%
Communication, Journalism, and Related Programs		0.8%	12.3%	5.2%	4.2%	22.5%	60.8%
Communications Technologies/Technicians and Support Services		0.0%	10.0%	0.0%	0.0%	10.0%	10.0%
Computer and Information Sciences and Support Services		0.0%	4.4%	15.1%	2.1%	21.5%	21.3%
Construction Trades		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Education		0.8%	17.9%	3.9%	5.4%	28.0%	67.9%
Engineering		0.5%	4.3%	17.0%	4.4%	26.3%	25.4%
Engineering Technologies/Technicians		0.0%	6.2%	6.2%	0.0%	12.3%	12.3%
English Language and Literature/Letters		0.2%	4.6%	5.7%	3.7%	14.2%	63.3%
Family and Consumer Sciences/Human Sciences		0.4%	17.3%	4.5%	4.7%	26.9%	77.0%
Foreign Languages, Literatures, and Linguistics		0.6%	3.3%	6.7%	12.2%	22.9%	60.2%
Health Professions and Related Clinical Sciences		0.5%	5.0%	6.3%	3.9%	15.7%	74.6%
History		0.8%	7.5%	3.6%	5.3%	17.2%	43.6%
Legal Professions and Studies		0.0%	7.7%	12.9%	2.6%	23.2%	58.7%
Liberal Arts and Sciences, General Studies and Humanities		1.6%	19.4%	0.0%	3.1%	24.1%	58.6%
Library Science		0.0%	10.0%	7.4%	5.2%	22.5%	60.1%
Mathematics and Statistics		0.3%	3.7%	9.2%	4.9%	18.1%	33.6%
Mechanic and Repair Technologies/Technicians		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Military Technologies		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Multi/Interdisciplinary Studies		0.9%	7.3%	9.1%	5.7%	22.9%	55.8%
Natural Resources and Conservation		1.5%	3.8%	6.3%	2.2%	13.7%	42.4%
Parks, Recreation, Leisure and Fitness Studies		0.5%	3.9%	3.3%	3.3%	11.0%	47.3%
Personal and Culinary Services		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Philosophy and Religious Studies		0.8%	6.4%	7.2%	2.4%	16.8%	30.3%
Physical Sciences		0.3%	3.3%	9.2%	4.5%	17.2%	31.5%
Precision Production		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Psychology		0.8%	7.1%	6.3%	6.5%	20.8%	72.9%
Public Administration and Social Service Professions		0.7%	16.2%	6.4%	6.2%	29.5%	67.0%
Science Technologies/Technicians		0.0%	0.0%	0.0%	0.0%	0.0%	80.0%
Security and Protective Services		1.4%	15.5%	5.6%	2.8%	25.3%	59.0%
Social Sciences		0.4%	6.3%	8.7%	5.9%	21.3%	51.7%
Theology and Religious Vocations		0.1%	15.9%	7.2%	2.0%	25.2%	24.8%
Transportation and Materials Moving		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Visual and Performing Arts		0.5%	3.7%	7.9%	3.2%	15.3%	48.8%
TOTAL ALL FIELDS		0.7%	7.7%	9.7%	5.2%	23.2%	54.9%
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## UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: <b>BMCC</b>	
Semester/Year: <b>FALL, 2012</b>	

AFFIRMATIVE ACTION UNIT:  Foreign Languages		CONSTITUENT DEPARTMENTS:  Modern Languages				
EEO CATEGORY:  FACULTY		Job Titles:  Professor (12); Associate Professor (2) ; and Assistant Professor(4)				
JOB GROUP: PROFESSORIAL						
FACTORS:	Weighting	Females	**Total Minority	Black or African American	Hispanic or Latino	Asian or Nat. Haw. or Other Pac. Isl.
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	60.2	22.9	3.3	12.2	6.7
2. % of Minorities/Females promotable, transferable, or trainable						
GROUP TOTAL NO.: <u>18</u> No. Male: <u>7</u> No. Female: <u>11</u>						
		Females	**Total Minority	Black or African American	Hispanic or Latino	Asian or Nat. Haw. or Other Pac. Isl.
CURRENT UTILIZATION:		# <u>11</u>	# <u>10</u>	# <u>0</u>	# <u>9</u>	# <u>1</u>
		% <u>61.1</u>	% <u>55.6</u>	% <u>0.0</u>	% <u>50.0</u>	% <u>5.6</u>
OVERALL AVAILABILITY:		% <u>60.2</u>	% <u>22.9</u>	% <u>3.3</u>	% <u>12.2</u>	% <u>6.7</u>
UNDERUTILIZATION:		% <u>NONE</u>	% <u>NONE</u>	% <u>3.3</u>	% <u>NONE</u>	% <u>1.1</u>
		# <u>0.0</u>	# <u>0.0</u>	# <u>0.6</u>	# <u>0.0</u>	# <u>0.2</u>
		UU <u>0</u>	UU <u>0</u>	UU <u>1</u>	UU <u>0</u>	UU <u>0</u>

\*\*Total Minority includes Black or African American, Hispanic or Latino, Asian or Nat. Haw. or Other Pac. Isl., and Am. Ind./Al. Natives and Two or More Races

FACTOR / SOURCE SHEET - PROFESSORIAL

**FALL, 2012**

Affirmative Action Unit: Foreign Languages

Constituent Departments: Modern Languages

Job Group: Professorial

Job Titles: Professor (12); Associate Professor (2) ; and Assistant Professor(4)

<u>FACTORS</u>	<u>SOURCES</u>	<u>WEIGHT</u>
Factor 1	EDC- Ph.D. 2007 - 08* - 4States and US Non-4ST.	1.0

\* Note: US Dept of Education's Postsecondary Studies Division indicates 2008 is the latest data available as of 5//2011.

Factor 1: 4States (CT,NJ, NY, PA) and USNon-4ST - EDC - Ph.D. 2007 - 08\*

**Foreign Languages, Literatures and Linguistics**

<u>Female</u>	<u>**Total Minority</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>
60.2	22.9	3.3	12.2	6.7

\*\*Total Minority includes Black or African American, Hispanic or Latino, Asian or Nat. Haw. or Other Pac. Isl., and Am. Ind./Al. Natives and Two or More Races.

## DOCTORATE degree conferred by Title IV participating institutions 2007-2008

Reported data only - This listing does not include US Service Schools, Non-Resident Aliens and Unknowns are excluded from all totals.

Data for 4 States = CT, NJ, NY & PA(considered as 4ST) is weighted at 20% and USn4ST is weighted at 80%.

		AM.IND/ AL.NAT.	BLACK NON-HISP.	ASIAN/ PAC. ISL.	HISPANIC	TOTAL MINORITY	FEMALE
Agriculture, Agriculture Operations and Related Sciences		0.5%	3.9%	7.4%	2.9%	14.7%	41.1%
Architecture and Related Services		0.0%	9.4%	23.6%	5.5%	38.5%	52.1%
Area, Ethnic, Cultural, and Gender Studies		3.8%	19.6%	5.9%	6.6%	35.8%	61.6%
Biological and Biomedical Sciences		0.4%	5.0%	12.5%	5.3%	23.2%	51.3%
Business, Management, Marketing, & Related Support Services		0.9%	14.9%	7.9%	3.8%	27.5%	41.5%
Communication, Journalism, and Related Programs		0.8%	12.3%	5.2%	4.2%	22.5%	60.8%
Communications Technologies/Technicians and Support Services		0.0%	10.0%	0.0%	0.0%	10.0%	10.0%
Computer and Information Sciences and Support Services		0.0%	4.4%	15.1%	2.1%	21.5%	21.3%
Construction Trades		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Education		0.8%	17.9%	3.9%	5.4%	28.0%	67.9%
Engineering		0.5%	4.3%	17.0%	4.4%	26.3%	25.4%
Engineering Technologies/Technicians		0.0%	6.2%	6.2%	0.0%	12.3%	12.3%
English Language and Literature/Letters		0.2%	4.6%	5.7%	3.7%	14.2%	63.3%
Family and Consumer Sciences/Human Sciences		0.4%	17.3%	4.5%	4.7%	26.9%	77.0%
Foreign Languages, Literatures, and Linguistics		0.6%	3.3%	6.7%	12.2%	22.9%	60.2%
Health Professions and Related Clinical Sciences		0.5%	5.0%	6.3%	3.9%	15.7%	74.6%
History		0.8%	7.5%	3.6%	5.3%	17.2%	43.6%
Legal Professions and Studies		0.0%	7.7%	12.9%	2.6%	23.2%	58.7%
Liberal Arts and Sciences, General Studies and Humanities		1.6%	19.4%	0.0%	3.1%	24.1%	58.6%
Library Science		0.0%	10.0%	7.4%	5.2%	22.5%	60.1%
Mathematics and Statistics		0.3%	3.7%	9.2%	4.9%	18.1%	33.6%
Mechanic and Repair Technologies/Technicians		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Military Technologies		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Multi/Interdisciplinary Studies		0.9%	7.3%	9.1%	5.7%	22.9%	55.8%
Natural Resources and Conservation		1.5%	3.8%	6.3%	2.2%	13.7%	42.4%
Parks, Recreation, Leisure and Fitness Studies		0.5%	3.9%	3.3%	3.3%	11.0%	47.3%
Personal and Culinary Services		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Philosophy and Religious Studies		0.8%	6.4%	7.2%	2.4%	16.8%	30.3%
Physical Sciences		0.3%	3.3%	9.2%	4.5%	17.2%	31.5%
Precision Production		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Psychology		0.8%	7.1%	6.3%	6.5%	20.8%	72.9%
Public Administration and Social Service Professions		0.7%	16.2%	6.4%	6.2%	29.5%	67.0%
Science Technologies/Technicians		0.0%	0.0%	0.0%	0.0%	0.0%	80.0%
Security and Protective Services		1.4%	15.5%	5.6%	2.8%	25.3%	59.0%
Social Sciences		0.4%	6.3%	8.7%	5.9%	21.3%	51.7%
Theology and Religious Vocations		0.1%	15.9%	7.2%	2.0%	25.2%	24.8%
Transportation and Materials Moving		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Visual and Performing Arts		0.5%	3.7%	7.9%	3.2%	15.3%	48.8%
TOTAL ALL FIELDS		0.7%	7.7%	9.7%	5.2%	23.2%	54.9%

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## UTILIZATION ANALYSIS WORKSHEET

### Two Factor Availability

College: <b>BMCC</b>
Semester/Year: <b>FALL, 2012</b>

AFFIRMATIVE ACTION UNIT:  Health Professions		CONSTITUENT DEPARTMENTS:  Nursing				
EEO CATEGORY:  FACULTY		Job Titles:  Professor (1); Associate Professor (3) ; and Assistant Professor (21)				
JOB GROUP:  PROFESSORIAL						
FACTORS:	Weighting	Females	**Total Minority	Black or African American	Hispanic or Latino	Asian or Nat. Haw. or Other Pac. Isl.
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	74.6	15.7	5.0	3.9	6.3
2. % of Minorities/Females promotable, transferable, or trainable						
GROUP TOTAL NO.: <u>25</u> No. Male: <u>1</u> No. Female: <u>24</u>						
		Females	**Total Minority	Black or African American	Hispanic or Latino	Asian or Nat. Haw. or Other Pac. Isl.
CURRENT UTILIZATION:		# <u>24</u> % <u>96.0</u>	# <u>20</u> % <u>80.0</u>	# <u>15</u> % <u>60.0</u>	# <u>1</u> % <u>4.0</u>	# <u>4</u> % <u>16.0</u>
OVERALL AVAILABILITY:		% <u>74.6</u>	% <u>15.7</u>	% <u>5.0</u>	% <u>3.9</u>	% <u>6.3</u>
UNDERUTILIZATION:		% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>

\*\*Total Minority includes Black or African American, Hispanic or Latino, Asian or Nat. Haw. or Other Pac. Isl., and Am. Ind./Al. Natives and Two or More Races

FACTOR / SOURCE SHEET - PROFESSORIAL

FALL, 2012

Affirmative Action Unit: Health Professions

Constituent Departments: Nursing

Job Group: Professorial

Job Titles: Professor (1); Associate Professor (3) ; and Assistant Professor (21)

<u>FACTORS</u>	<u>SOURCES</u>	<u>WEIGHT</u>
Factor 1	EDC- Ph.D. 2007 - 08* - 4States and US Non-4ST.	1.0

\* Note: US Dept of Education's Postsecondary Studies Division indicates 2008 is the latest data available as of 5//2011.

Factor 1: 4States (CT,NJ, NY, PA) and USNon-4ST - EDC - Ph.D. 2007 - 08\*

**Health Professions and Related Clinical Sciences**

<u>Female</u>	<u>**Total Minority</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>
74.6	15.7	5.0	3.9	6.3

\*\*Total Minority includes Black or African American, Hispanic or Latino, Asian or Nat. Haw. or Other Pac. Isl., and Am. Ind./Al. Natives and Two or More Races.

## DOCTORATE degree conferred by Title IV participating institutions 2007-2008

Reported data only - This listing does not include US Service Schools, Non-Resident Aliens and Unknowns are excluded from all totals.

Data for 4 States = CT, NJ, NY & PA(considered as 4ST) is weighted at 20% and USn4ST is weighted at 80%.

		AM.IND/ AL.NAT.	BLACK NON-HISP.	ASIAN/ PAC. ISL.	HISPANIC	TOTAL MINORITY	FEMALE
Agriculture, Agriculture Operations and Related Sciences		0.5%	3.9%	7.4%	2.9%	14.7%	41.1%
Architecture and Related Services		0.0%	9.4%	23.6%	5.5%	38.5%	52.1%
Area, Ethnic, Cultural, and Gender Studies		3.8%	19.6%	5.9%	6.6%	35.8%	61.6%
Biological and Biomedical Sciences		0.4%	5.0%	12.5%	5.3%	23.2%	51.3%
Business, Management, Marketing, & Related Support Services		0.9%	14.9%	7.9%	3.8%	27.5%	41.5%
Communication, Journalism, and Related Programs		0.8%	12.3%	5.2%	4.2%	22.5%	60.8%
Communications Technologies/Technicians and Support Services		0.0%	10.0%	0.0%	0.0%	10.0%	10.0%
Computer and Information Sciences and Support Services		0.0%	4.4%	15.1%	2.1%	21.5%	21.3%
Construction Trades		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Education		0.8%	17.9%	3.9%	5.4%	28.0%	67.9%
Engineering		0.5%	4.3%	17.0%	4.4%	26.3%	25.4%
Engineering Technologies/Technicians		0.0%	6.2%	6.2%	0.0%	12.3%	12.3%
English Language and Literature/Letters		0.2%	4.6%	5.7%	3.7%	14.2%	63.3%
Family and Consumer Sciences/Human Sciences		0.4%	17.3%	4.5%	4.7%	26.9%	77.0%
Foreign Languages, Literatures, and Linguistics		0.6%	3.3%	6.7%	12.2%	22.9%	60.2%
Health Professions and Related Clinical Sciences		0.5%	5.0%	6.3%	3.9%	15.7%	74.6%
History		0.8%	7.5%	3.6%	5.3%	17.2%	43.6%
Legal Professions and Studies		0.0%	7.7%	12.9%	2.6%	23.2%	58.7%
Liberal Arts and Sciences, General Studies and Humanities		1.6%	19.4%	0.0%	3.1%	24.1%	58.6%
Library Science		0.0%	10.0%	7.4%	5.2%	22.5%	60.1%
Mathematics and Statistics		0.3%	3.7%	9.2%	4.9%	18.1%	33.6%
Mechanic and Repair Technologies/Technicians		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Military Technologies		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Multi/Interdisciplinary Studies		0.9%	7.3%	9.1%	5.7%	22.9%	55.8%
Natural Resources and Conservation		1.5%	3.8%	6.3%	2.2%	13.7%	42.4%
Parks, Recreation, Leisure and Fitness Studies		0.5%	3.9%	3.3%	3.3%	11.0%	47.3%
Personal and Culinary Services		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Philosophy and Religious Studies		0.8%	6.4%	7.2%	2.4%	16.8%	30.3%
Physical Sciences		0.3%	3.3%	9.2%	4.5%	17.2%	31.5%
Precision Production		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Psychology		0.8%	7.1%	6.3%	6.5%	20.8%	72.9%
Public Administration and Social Service Professions		0.7%	16.2%	6.4%	6.2%	29.5%	67.0%
Science Technologies/Technicians		0.0%	0.0%	0.0%	0.0%	0.0%	80.0%
Security and Protective Services		1.4%	15.5%	5.6%	2.8%	25.3%	59.0%
Social Sciences		0.4%	6.3%	8.7%	5.9%	21.3%	51.7%
Theology and Religious Vocations		0.1%	15.9%	7.2%	2.0%	25.2%	24.8%
Transportation and Materials Moving		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Visual and Performing Arts		0.5%	3.7%	7.9%	3.2%	15.3%	48.8%
TOTAL ALL FIELDS		0.7%	7.7%	9.7%	5.2%	23.2%	54.9%
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## UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **Borough of Manhattan Community College**

Semester/Year: **FALL, 2012**

<b>AFFIRMATIVE ACTION UNIT:</b>  Physical Sciences		<b>CONSTITUENT DEPARTMENTS:</b>  Science				
<b>EEO CATEGORY:</b>  FACULTY		<b>Job Titles:</b>  Professor ( 13 ) ; Associate Professor (18) ; and Assistant Professor (17)				
<b>JOB GROUP:</b>  PROFESSORIAL						
<b>FACTORS:</b>	<b>Weighting</b>	<b>Females</b>	<b>**Total Minority</b>	<b>Black or African American</b>	<b>Hispanic or Latino</b>	<b>Asian or Nat. Haw. or Other Pac. Isl.</b>
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	31.5	17.2	3.3	4.5	9.2
2. % of Minorities/Females promotable, transferable, or trainable						
<b>GROUP TOTAL NO.:</b> <u>48</u> No. Male: <u>30</u> No. Female: <u>18</u>						
		<b>Females</b>	<b>**Total Minority</b>	<b>Black or African American</b>	<b>Hispanic or Latino</b>	<b>Asian or Nat. Haw. or Other Pac. Isl.</b>
<b>CURRENT UTILIZATION:</b>		# <u>18</u> % <u>37.5</u>	# <u>15</u> % <u>31.3</u>	# <u>1</u> % <u>2.1</u>	# <u>4</u> % <u>8.3</u>	# <u>10</u> % <u>20.8</u>
<b>OVERALL AVAILABILITY:</b>		% <u>31.5</u>	% <u>17.2</u>	% <u>3.3</u>	% <u>4.5</u>	% <u>9.2</u>
<b>UNDERUTILIZATION:</b>		% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>1.2</u> # <u>0.6</u> UU <u>1</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>

\*\*Total Minority includes Black or African American, Hispanic or Latino, Asian or Nat. Haw. or Other Pac. Isl., and Am. Ind./Al. Natives and Two or More Races

FACTOR / SOURCE SHEET - PROFESSORIAL

**FALL, 2012**

Affirmative Action Unit: Physical Sciences

Constituent Departments: Science

Job Group: Professorial

Job Titles: Professor ( 13) ; Associate Professor (18) ; and Assistant Professor (17)

<u>FACTORS</u>	<u>SOURCES</u>	<u>WEIGHT</u>
Factor 1	EDC- Ph.D. 2007 - 08* - 4States and US Non-4ST.	1.0

\* Note: US Dept of Education's Postsecondary Studies Division indicates 2008 is the latest data available as of 5//2011.

Factor 1: 4States (CT,NJ, NY, PA) and USNon-4ST - EDC - Ph.D. 2007 - 08\*

**Physical Sciences**

<u>Female</u>	<u>**Total Minority</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>
31.5	17.2	3.3	4.5	9.2

\*\*Total Minority includes Black or African American, Hispanic or Latino, Asian or Nat. Haw. or Other Pac. Isl., and Am. Ind./Al. Natives and Two or More Races.

## DOCTORATE degree conferred by Title IV participating institutions 2007-2008

Reported data only - This listing does not include US Service Schools, Non-Resident Aliens and Unknowns are excluded from all totals.

Data for 4 States = CT, NJ, NY & PA(considered as 4ST) is weighted at 20% and USn4ST is weighted at 80%.

		AM.IND/ AL.NAT.	BLACK NON-HISP.	ASIAN/ PAC. ISL.	HISPANIC	TOTAL MINORITY	FEMALE
Agriculture, Agriculture Operations and Related Sciences		0.5%	3.9%	7.4%	2.9%	14.7%	41.1%
Architecture and Related Services		0.0%	9.4%	23.6%	5.5%	38.5%	52.1%
Area, Ethnic, Cultural, and Gender Studies		3.8%	19.6%	5.9%	6.6%	35.8%	61.6%
Biological and Biomedical Sciences		0.4%	5.0%	12.5%	5.3%	23.2%	51.3%
Business, Management, Marketing, & Related Support Services		0.9%	14.9%	7.9%	3.8%	27.5%	41.5%
Communication, Journalism, and Related Programs		0.8%	12.3%	5.2%	4.2%	22.5%	60.8%
Communications Technologies/Technicians and Support Services		0.0%	10.0%	0.0%	0.0%	10.0%	10.0%
Computer and Information Sciences and Support Services		0.0%	4.4%	15.1%	2.1%	21.5%	21.3%
Construction Trades		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Education		0.8%	17.9%	3.9%	5.4%	28.0%	67.9%
Engineering		0.5%	4.3%	17.0%	4.4%	26.3%	25.4%
Engineering Technologies/Technicians		0.0%	6.2%	6.2%	0.0%	12.3%	12.3%
English Language and Literature/Letters		0.2%	4.6%	5.7%	3.7%	14.2%	63.3%
Family and Consumer Sciences/Human Sciences		0.4%	17.3%	4.5%	4.7%	26.9%	77.0%
Foreign Languages, Literatures, and Linguistics		0.6%	3.3%	6.7%	12.2%	22.9%	60.2%
Health Professions and Related Clinical Sciences		0.5%	5.0%	6.3%	3.9%	15.7%	74.6%
History		0.8%	7.5%	3.6%	5.3%	17.2%	43.6%
Legal Professions and Studies		0.0%	7.7%	12.9%	2.6%	23.2%	58.7%
Liberal Arts and Sciences, General Studies and Humanities		1.6%	19.4%	0.0%	3.1%	24.1%	58.6%
Library Science		0.0%	10.0%	7.4%	5.2%	22.5%	60.1%
Mathematics and Statistics		0.3%	3.7%	9.2%	4.9%	18.1%	33.6%
Mechanic and Repair Technologies/Technicians		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Military Technologies		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Multi/Interdisciplinary Studies		0.9%	7.3%	9.1%	5.7%	22.9%	55.8%
Natural Resources and Conservation		1.5%	3.8%	6.3%	2.2%	13.7%	42.4%
Parks, Recreation, Leisure and Fitness Studies		0.5%	3.9%	3.3%	3.3%	11.0%	47.3%
Personal and Culinary Services		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Philosophy and Religious Studies		0.8%	6.4%	7.2%	2.4%	16.8%	30.3%
Physical Sciences		0.3%	3.3%	9.2%	4.5%	17.2%	31.5%
Precision Production		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Psychology		0.8%	7.1%	6.3%	6.5%	20.8%	72.9%
Public Administration and Social Service Professions		0.7%	16.2%	6.4%	6.2%	29.5%	67.0%
Science Technologies/Technicians		0.0%	0.0%	0.0%	0.0%	0.0%	80.0%
Security and Protective Services		1.4%	15.5%	5.6%	2.8%	25.3%	59.0%
Social Sciences		0.4%	6.3%	8.7%	5.9%	21.3%	51.7%
Theology and Religious Vocations		0.1%	15.9%	7.2%	2.0%	25.2%	24.8%
Transportation and Materials Moving		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Visual and Performing Arts		0.5%	3.7%	7.9%	3.2%	15.3%	48.8%
TOTAL ALL FIELDS		0.7%	7.7%	9.7%	5.2%	23.2%	54.9%
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## UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **Borough of Manhattan Community College**

Semester/Year: **FALL, 2012**

<b>AFFIRMATIVE ACTION UNIT:</b>  Social Science		<b>CONSTITUENT DEPARTMENTS:</b> Social Science Center for Ethnic Studies				
<b>EEO CATEGORY:</b>  FACULTY		<b>Job Titles:</b>  Professor (7) ; Associate Professor (11) ; and Assistant Professor (30)				
<b>JOB GROUP:</b> PROFESSORIAL						
<b>FACTORS:</b>	<b>Weighting</b>	<b>Females</b>	<b>**Total Minority</b>	<b>Black or African American</b>	<b>Hispanic or Latino</b>	<b>Asian or Nat. Haw. or Other Pac. Isl.</b>
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	54.4	31.6	14.5	7.4	9.6
2. % of Minorities/Females promotable, transferable, or trainable						
<b>GROUP TOTAL NO.:</b> <u>48</u> No. Male: <u>21</u> No. Female: <u>27</u>						
		<b>Females</b>	<b>**Total Minority</b>	<b>Black or African American</b>	<b>Hispanic or Latino</b>	<b>Asian or Nat. Haw. or Other Pac. Isl.</b>
<b>CURRENT UTILIZATION:</b>		# <u>27</u> % <u>56.3</u>	# <u>23</u> % <u>47.9</u>	# <u>10</u> % <u>20.8</u>	# <u>6</u> % <u>12.5</u>	# <u>7</u> % <u>14.6</u>
<b>OVERALL AVAILABILITY:</b>		% <u>54.4</u>	% <u>31.6</u>	% <u>14.5</u>	% <u>7.4</u>	% <u>9.6</u>
<b>UNDERUTILIZATION:</b>		% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>

\*\*Total Minority includes Black or African American, Hispanic or Latino, Asian or Nat. Haw. or Other Pac. Isl., and Am. Ind./Al. Natives and Two or More Races

## FACTOR / SOURCE SHEET - PROFESSORIAL

**FALL, 2012**

Affirmative Action Unit: Social Science

Constituent Departments: Social Science  
Center for Ethnic Studies

Job Group: Professorial

Job Titles: Professor (7) ; Associate Professor (11) ; and Assistant Professor (30)

<u>FACTORS</u>	<u>SOURCES</u>	<u>WEIGHT</u>
Factor 1	EDC- Ph.D. 2007 - 08* - 4States and US Non-4ST.	1.0

\* Note: US Dept of Education's Postsecondary Studies Division indicates 2008 is the latest data available as of 5//2011.

Factor 1: 4States (CT,NJ, NY, PA) and USNon-4ST - EDC - Ph.D. 2007 - 08\*

### **Social Sciences**

<u>Female</u>	<u>**Total Minority</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>
54.4	31.6	14.5	7.4	9.6

\*\*Total Minority includes Black or African American, Hispanic or Latino, Asian or Nat. Haw. or Other Pac. Isl., and Am. Ind./Al. Natives and Two or More Races.

## DOCTORATE degree conferred by Title IV participating institutions 2007-2008

Reported data only - This listing does not include US Service Schools, Non-Resident Aliens and Unknowns are excluded from all totals.

Data for 4 States = CT, NJ, NY & PA(considered as 4ST) is weighted at 20% and USn4ST is weighted at 80%.

		AM.IND/ AL.NAT.	BLACK NON-HISP.	ASIAN/ PAC. ISL.	HISPANIC	TOTAL MINORITY	FEMALE
Agriculture, Agriculture Operations and Related Sciences		0.5%	3.9%	7.4%	2.9%	14.7%	41.1%
Architecture and Related Services		0.0%	9.4%	23.6%	5.5%	38.5%	52.1%
Area, Ethnic, Cultural, and Gender Studies		3.8%	19.6%	5.9%	6.6%	35.8%	61.6%
Biological and Biomedical Sciences		0.4%	5.0%	12.5%	5.3%	23.2%	51.3%
Business, Management, Marketing, & Related Support Services		0.9%	14.9%	7.9%	3.8%	27.5%	41.5%
Communication, Journalism, and Related Programs		0.8%	12.3%	5.2%	4.2%	22.5%	60.8%
Communications Technologies/Technicians and Support Services		0.0%	10.0%	0.0%	0.0%	10.0%	10.0%
Computer and Information Sciences and Support Services		0.0%	4.4%	15.1%	2.1%	21.5%	21.3%
Construction Trades		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Education		0.8%	17.9%	3.9%	5.4%	28.0%	67.9%
Engineering		0.5%	4.3%	17.0%	4.4%	26.3%	25.4%
Engineering Technologies/Technicians		0.0%	6.2%	6.2%	0.0%	12.3%	12.3%
English Language and Literature/Letters		0.2%	4.6%	5.7%	3.7%	14.2%	63.3%
Family and Consumer Sciences/Human Sciences		0.4%	17.3%	4.5%	4.7%	26.9%	77.0%
Foreign Languages, Literatures, and Linguistics		0.6%	3.3%	6.7%	12.2%	22.9%	60.2%
Health Professions and Related Clinical Sciences		0.5%	5.0%	6.3%	3.9%	15.7%	74.6%
History		0.8%	7.5%	3.6%	5.3%	17.2%	43.6%
Legal Professions and Studies		0.0%	7.7%	12.9%	2.6%	23.2%	58.7%
Liberal Arts and Sciences, General Studies and Humanities		1.6%	19.4%	0.0%	3.1%	24.1%	58.6%
Library Science		0.0%	10.0%	7.4%	5.2%	22.5%	60.1%
Mathematics and Statistics		0.3%	3.7%	9.2%	4.9%	18.1%	33.6%
Mechanic and Repair Technologies/Technicians		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Military Technologies		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Multi/Interdisciplinary Studies		0.9%	7.3%	9.1%	5.7%	22.9%	55.8%
Natural Resources and Conservation		1.5%	3.8%	6.3%	2.2%	13.7%	42.4%
Parks, Recreation, Leisure and Fitness Studies		0.5%	3.9%	3.3%	3.3%	11.0%	47.3%
Personal and Culinary Services		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Philosophy and Religious Studies		0.8%	6.4%	7.2%	2.4%	16.8%	30.3%
Physical Sciences		0.3%	3.3%	9.2%	4.5%	17.2%	31.5%
Precision Production		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Psychology		0.8%	7.1%	6.3%	6.5%	20.8%	72.9%
Public Administration and Social Service Professions		0.7%	16.2%	6.4%	6.2%	29.5%	67.0%
Science Technologies/Technicians		0.0%	0.0%	0.0%	0.0%	0.0%	80.0%
Security and Protective Services		1.4%	15.5%	5.6%	2.8%	25.3%	59.0%
Social Sciences		0.4%	6.3%	8.7%	5.9%	21.3%	51.7%
Theology and Religious Vocations		0.1%	15.9%	7.2%	2.0%	25.2%	24.8%
Transportation and Materials Moving		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Visual and Performing Arts		0.5%	3.7%	7.9%	3.2%	15.3%	48.8%
TOTAL ALL FIELDS		0.7%	7.7%	9.7%	5.2%	23.2%	54.9%

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## UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **ENTER COLLEGE NAME IN CELL R4**

Semester/Year: **FALL, 2012**

<b>AFFIRMATIVE ACTION UNIT:</b>  Fine, Applied Arts, and Media		<b>CONSTITUENT DEPARTMENTS:</b> Speech , Commication, and Theatre Arts				
<b>EEO CATEGORY:</b>  FACULTY		<b>Job Titles:</b>  Professor (4); Associate Professor (5); and Assistant Professor (5)				
<b>JOB GROUP:</b> PROFESSORIAL						
<b>FACTORS:</b>	<b>Weighting</b>	<b>Females</b>	<b>**Total Minority</b>	<b>Black or African American</b>	<b>Hispanic or Latino</b>	<b>Asian or Nat. Haw. or Other Pac. Isl.</b>
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	48.8	15.3	3.7	3.2	7.9
2. % of Minorities/Females promotable, transferable, or trainable						
<b>GROUP TOTAL NO.:</b> <u>14</u> No. Male: <u>2</u> No. Female: <u>12</u>						
		<b>Females</b>	<b>**Total Minority</b>	<b>Black or African American</b>	<b>Hispanic or Latino</b>	<b>Asian or Nat. Haw. or Other Pac. Isl.</b>
<b>CURRENT UTILIZATION:</b>		# <u>12</u> % <u>85.7</u>	# <u>1</u> % <u>7.1</u>	# <u>0</u> % <u>0.0</u>	# <u>0</u> % <u>0.0</u>	# <u>1</u> % <u>7.1</u>
<b>OVERALL AVAILABILITY:</b>		% <u>48.8</u>	% <u>15.3</u>	% <u>3.7</u>	% <u>3.2</u>	% <u>7.9</u>
<b>UNDERUTILIZATION:</b>		% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>8.2</u> # <u>1.1</u> UU <u>1</u>	% <u>3.7</u> # <u>0.5</u> UU <u>1</u>	% <u>3.2</u> # <u>0.4</u> UU <u>0</u>	% <u>0.8</u> # <u>0.1</u> UU <u>0</u>

\*\*Total Minority includes Black or African American, Hispanic or Latino, Asian or Nat. Haw. or Other Pac. Isl., and Am. Ind./Al. Natives and Two or More Races

## FACTOR / SOURCE SHEET - PROFESSORIAL

**FALL, 2012**

**Affirmative Action Unit:** Fine, Applied Arts, and Media

**Constituent Departments:** Speech , Commication, and Theatre Arts

**Job Group:** Professorial

**Job Titles:** Professor (4); Associate Professor (5); and Assistant Professor (5)

<u>FACTORS</u>	<u>SOURCES</u>	<u>WEIGHT</u>
Factor 1	EDC- Ph.D. 2007 - 08* - 4States and US Non-4ST.	1.0

\* Note: US Dept of Education's Postsecondary Studies Division indicates 2008 is the latest data available as of 5//2011.

Factor 1: 4States (CT,NJ, NY, PA) and USNon-4ST - EDC - Ph.D. 2007 - 08\*

### **Visual and Performing Arts**

<u>Female</u>	<u>**Total Minority</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>
48.8	15.3	3.7	3.2	7.9

\*\*Total Minority includes Black or African American, Hispanic or Latino, Asian or Nat. Haw. or Other Pac. Isl., and Am. Ind./Al. Natives and Two or More Races.



# **DOCTORATE** degree conferred by Title IV participating institutions **2007-2008**

Reported data only - This listing does not include US Service Schools, Non-Resident Aliens and Unknowns are excluded from all totals.

**Data for 4 States = CT, NJ, NY & PA(considered as 4ST) is weighted at 20% and USn4ST is weighted at 80%.**

	AM.IND./ AL.NAT.	BLACK NON-HISP.	ASIAN/ PAC. ISL.	HISPANIC	TOTAL MINORITY	FEMALE
Agriculture, Agriculture Operations and Related Sciences	0.5%	3.9%	7.4%	2.9%	14.7%	41.1%
Architecture and Related Services	0.0%	9.4%	23.6%	5.5%	38.5%	52.1%
Area, Ethnic, Cultural, and Gender Studies	3.8%	19.6%	5.9%	6.6%	35.8%	61.6%
Biological and Biomedical Sciences	0.4%	5.0%	12.5%	5.3%	23.2%	51.3%
Business, Management, Marketing, & Related Support Services	0.9%	14.9%	7.9%	3.8%	27.5%	41.5%
Communication, Journalism, and Related Programs	0.8%	12.3%	5.2%	4.2%	22.5%	60.8%
Communications Technologies/Technicians and Support Services	0.0%	10.0%	0.0%	0.0%	10.0%	10.0%
Computer and Information Sciences and Support Services	0.0%	4.4%	15.1%	2.1%	21.5%	21.3%
Construction Trades	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Education	0.8%	17.9%	3.9%	5.4%	28.0%	67.9%
Engineering	0.5%	4.3%	17.0%	4.4%	26.3%	25.4%
Engineering Technologies/Technicians	0.0%	6.2%	6.2%	0.0%	12.3%	12.3%
English Language and Literature/Letters	0.2%	4.6%	5.7%	3.7%	14.2%	63.3%
Family and Consumer Sciences/Human Sciences	0.4%	17.3%	4.5%	4.7%	26.9%	77.0%
Foreign Languages, Literatures, and Linguistics	0.6%	3.3%	6.7%	12.2%	22.9%	60.2%
Health Professions and Related Clinical Sciences	0.5%	5.0%	6.3%	3.9%	15.7%	74.6%
History	0.8%	7.5%	3.6%	5.3%	17.2%	43.6%
Legal Professions and Studies	0.0%	7.7%	12.9%	2.6%	23.2%	58.7%
Liberal Arts and Sciences, General Studies and Humanities	1.6%	19.4%	0.0%	3.1%	24.1%	58.6%
Library Science	0.0%	10.0%	7.4%	5.2%	22.5%	60.1%
Mathematics and Statistics	0.3%	3.7%	9.2%	4.9%	18.1%	33.6%
Mechanic and Repair Technologies/Technicians	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Military Technologies	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Multi/Interdisciplinary Studies	0.9%	7.3%	9.1%	5.7%	22.9%	55.8%
Natural Resources and Conservation	1.5%	3.8%	6.3%	2.2%	13.7%	42.4%
Parks, Recreation, Leisure and Fitness Studies	0.5%	3.9%	3.3%	3.3%	11.0%	47.3%
Personal and Culinary Services	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Philosophy and Religious Studies	0.8%	6.4%	7.2%	2.4%	16.8%	30.3%
Physical Sciences	0.3%	3.3%	9.2%	4.5%	17.2%	31.5%
Precision Production	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Psychology	0.8%	7.1%	6.3%	6.5%	20.8%	72.9%
Public Administration and Social Service Professions	0.7%	16.2%	6.4%	6.2%	29.5%	67.0%
Science Technologies/Technicians	0.0%	0.0%	0.0%	0.0%	0.0%	80.0%
Security and Protective Services	1.4%	15.5%	5.6%	2.8%	25.3%	59.0%
Social Sciences	0.4%	6.3%	8.7%	5.9%	21.3%	51.7%
Theology and Religious Vocations	0.1%	15.9%	7.2%	2.0%	25.2%	24.8%
Transportation and Materials Moving	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Visual and Performing Arts	0.5%	3.7%	7.9%	3.2%	15.3%	48.8%
<b>TOTAL ALL FIELDS</b>	<b>0.7%</b>	<b>7.7%</b>	<b>9.7%</b>	<b>5.2%</b>	<b>23.2%</b>	<b>54.9%</b>



## UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College:	Borough of Manhattan Community College
Semester/Year:	<b>FALL, 2012</b>

AFFIRMATIVE ACTION UNIT:  Education		CONSTITUENT DEPARTMENTS: Teacher Education				
EEO CATEGORY:  FACULTY		Job Titles:  Professor (2); Associate Professor (2); and Assistant Professor (4)				
JOB GROUP: PROFESSORIAL						
FACTORS:	Weighting	Females	**Total Minority	Black or African American	Hispanic or Latino	Asian or Nat. Haw. or Other Pac. Isl.
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	67.9	28.0	17.9	5.4	3.9
2. % of Minorities/Females promotable, transferable, or trainable						
GROUP TOTAL NO.: <u>8</u> No. Male: <u>2</u> No. Female: <u>6</u>						
		Females	**Total Minority	Black or African American	Hispanic or Latino	Asian or Nat. Haw. or Other Pac. Isl.
CURRENT UTILIZATION:		# <u>6</u> % <u>75.0</u>	# <u>4</u> % <u>50.0</u>	# <u>1</u> % <u>12.5</u>	# <u>1</u> % <u>12.5</u>	# <u>2</u> % <u>25.0</u>
OVERALL AVAILABILITY:		% <u>67.9</u>	% <u>28.0</u>	% <u>17.9</u>	% <u>5.4</u>	% <u>3.9</u>
UNDERUTILIZATION:		% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>5.4</u> # <u>0.4</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>

\*\*Total Minority includes Black or African American, Hispanic or Latino, Asian or Nat. Haw. or Other Pac. Isl., and Am. Ind./Al. Natives and Two or More Races

# FACTOR / SOURCE SHEET - PROFESSORIAL

**FALL, 2012**

Affirmative Action Unit:                      **Education**

Constituent Departments:                      **Teacher Education**

Job Group:    **Professorial**

Job Titles:    **Professor (2); Associate Professor (2); and Assistant Professor (4)**

<u>FACTORS</u>	<u>SOURCES</u>	<u>WEIGHT</u>
Factor 1	EDC- Ph.D. 2007 - 08* - 4States and US Non-4ST.	1.0

\* Note: US Dept of Education's Postsecondary Studies Division indicates 2008 is the latest data available as of 5//2011.

Factor 1: 4States (CT,NJ, NY, PA) and USNon-4ST - EDC - Ph.D. 2007 - 08\*

## **Education**

<u>Female</u>	<u>**Total Minority</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>
<b>67.9</b>	<b>28.0</b>	<b>17.9</b>	<b>5.4</b>	<b>3.9</b>

\*\*Total Minority includes Black or African American, Hispanic or Latino, Asian or Nat. Haw. or Other Pac. Isl., and Am. Ind./Al. Natives and Two or More Races.

## DOCTORATE degree conferred by Title IV participating institutions 2007-2008

Reported data only - This listing does not include US Service Schools, Non-Resident Aliens and Unknowns are excluded from all totals.

Data for 4 States = CT, NJ, NY & PA(considered as 4ST) is weighted at 20% and USn4ST is weighted at 80%.

		AM.IND/ AL.NAT.	BLACK NON-HISP.	ASIAN/ PAC. ISL.	HISPANIC	TOTAL MINORITY	FEMALE
Agriculture, Agriculture Operations and Related Sciences		0.5%	3.9%	7.4%	2.9%	14.7%	41.1%
Architecture and Related Services		0.0%	9.4%	23.6%	5.5%	38.5%	52.1%
Area, Ethnic, Cultural, and Gender Studies		3.8%	19.6%	5.9%	6.6%	35.8%	61.6%
Biological and Biomedical Sciences		0.4%	5.0%	12.5%	5.3%	23.2%	51.3%
Business, Management, Marketing, & Related Support Services		0.9%	14.9%	7.9%	3.8%	27.5%	41.5%
Communication, Journalism, and Related Programs		0.8%	12.3%	5.2%	4.2%	22.5%	60.8%
Communications Technologies/Technicians and Support Services		0.0%	10.0%	0.0%	0.0%	10.0%	10.0%
Computer and Information Sciences and Support Services		0.0%	4.4%	15.1%	2.1%	21.5%	21.3%
Construction Trades		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Education		0.8%	17.9%	3.9%	5.4%	28.0%	67.9%
Engineering		0.5%	4.3%	17.0%	4.4%	26.3%	25.4%
Engineering Technologies/Technicians		0.0%	6.2%	6.2%	0.0%	12.3%	12.3%
English Language and Literature/Letters		0.2%	4.6%	5.7%	3.7%	14.2%	63.3%
Family and Consumer Sciences/Human Sciences		0.4%	17.3%	4.5%	4.7%	26.9%	77.0%
Foreign Languages, Literatures, and Linguistics		0.6%	3.3%	6.7%	12.2%	22.9%	60.2%
Health Professions and Related Clinical Sciences		0.5%	5.0%	6.3%	3.9%	15.7%	74.6%
History		0.8%	7.5%	3.6%	5.3%	17.2%	43.6%
Legal Professions and Studies		0.0%	7.7%	12.9%	2.6%	23.2%	58.7%
Liberal Arts and Sciences, General Studies and Humanities		1.6%	19.4%	0.0%	3.1%	24.1%	58.6%
Library Science		0.0%	10.0%	7.4%	5.2%	22.5%	60.1%
Mathematics and Statistics		0.3%	3.7%	9.2%	4.9%	18.1%	33.6%
Mechanic and Repair Technologies/Technicians		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Military Technologies		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Multi/Interdisciplinary Studies		0.9%	7.3%	9.1%	5.7%	22.9%	55.8%
Natural Resources and Conservation		1.5%	3.8%	6.3%	2.2%	13.7%	42.4%
Parks, Recreation, Leisure and Fitness Studies		0.5%	3.9%	3.3%	3.3%	11.0%	47.3%
Personal and Culinary Services		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Philosophy and Religious Studies		0.8%	6.4%	7.2%	2.4%	16.8%	30.3%
Physical Sciences		0.3%	3.3%	9.2%	4.5%	17.2%	31.5%
Precision Production		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Psychology		0.8%	7.1%	6.3%	6.5%	20.8%	72.9%
Public Administration and Social Service Professions		0.7%	16.2%	6.4%	6.2%	29.5%	67.0%
Science Technologies/Technicians		0.0%	0.0%	0.0%	0.0%	0.0%	80.0%
Security and Protective Services		1.4%	15.5%	5.6%	2.8%	25.3%	59.0%
Social Sciences		0.4%	6.3%	8.7%	5.9%	21.3%	51.7%
Theology and Religious Vocations		0.1%	15.9%	7.2%	2.0%	25.2%	24.8%
Transportation and Materials Moving		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Visual and Performing Arts		0.5%	3.7%	7.9%	3.2%	15.3%	48.8%
TOTAL ALL FIELDS		0.7%	7.7%	9.7%	5.2%	23.2%	54.9%

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## UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College:	Borough of Manhattan Community College
Semester/Year:	<b>FALL, 2012</b>

AFFIRMATIVE ACTION UNIT:  Professorial		CONSTITUENT DEPARTMENTS:				
EEO CATEGORY:  FACULTY		Job Titles:  Professor; Associate Professor; and Assistant Professor				
JOB GROUP: PROFESSORIAL						
FACTORS:	Weighting	Females	**Total Minority	Black or African American	Hispanic or Latino	Asian or Nat. Haw. or Other Pac. Isl.
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	ENTER	ENTER	ENTER	ENTER	ENTER
2. % of Minorities/Females promotable, transferable, or trainable						
GROUP TOTAL NO.: <u>366</u> No. Male: <u>163</u> No. Female: <u>203</u>						
		Females	**Total Minority	Black or African American	Hispanic or Latino	Asian or Nat. Haw. or Other Pac. Isl.
CURRENT UTILIZATION:		# <u>203</u> % <u>55.5</u>	# <u>156</u> % <u>42.6</u>	# <u>64</u> % <u>17.5</u>	# <u>39</u> % <u>10.7</u>	# <u>53</u> % <u>14.5</u>
OVERALL AVAILABILITY:		% <u>ENTER</u>	% <u>ENTER</u>	% <u>ENTER</u>	% <u>ENTER</u>	% <u>ENTER</u>
UNDERUTILIZATION:		% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>

\*\*Total Minority includes Black or African American, Hispanic or Latino, Asian or Nat. Haw. or Other Pac. Isl., and Am. Ind./Al. Natives and Two or More Races

FACTOR / SOURCE SHEET - PROFESSORIAL

FALL, 2012

Affirmative Action Unit: Professorial

Constituent Departments:

Job Group: Professorial

Job Titles: Professor; Associate Professor; and Assistant Professor

<u>FACTORS</u>	<u>SOURCES</u>	<u>WEIGHT</u>
Factor 1	EDC- Ph.D. 2007 - 08* - 4States and US Non-4ST.	1.0

\* Note: US Dept of Education's Postsecondary Studies Division indicates 2008 is the latest data available as of 5//2011.

Factor 1: 4States (CT,NJ, NY, PA) and USNon-4ST - EDC - Ph.D. 2007 - 08\*

ENTER THE FIELD OF STUDY IN THIS CELL

<u>Female</u>	<u>**Total Minority</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>
ENTER	ENTER	ENTER	ENTER	ENTER

\*\*Total Minority includes Black or African American, Hispanic or Latino, Asian or Nat. Haw. or Other Pac. Isl., and Am. Ind./Al. Natives and Two or More Races.

## DOCTORATE degree conferred by Title IV participating institutions 2007-2008

Reported data only - This listing does not include US Service Schools, Non-Resident Aliens and Unknowns are excluded from all totals.

Data for 4 States = CT, NJ, NY & PA(considered as 4ST) is weighted at 20% and USn4ST is weighted at 80%.

		AM.IND./ AL.NAT.	BLACK NON-HISP.	ASIAN/ PAC. ISL.	HISPANIC	TOTAL MINORITY	FEMALE
Agriculture, Agriculture Operations and Related Sciences		0.5%	3.9%	7.4%	2.9%	14.7%	41.1%
Architecture and Related Services		0.0%	9.4%	23.6%	5.5%	38.5%	52.1%
Area, Ethnic, Cultural, and Gender Studies		3.8%	19.6%	5.9%	6.6%	35.8%	61.6%
Biological and Biomedical Sciences		0.4%	5.0%	12.5%	5.3%	23.2%	51.3%
Business, Management, Marketing, & Related Support Services		0.9%	14.9%	7.9%	3.8%	27.5%	41.5%
Communication, Journalism, and Related Programs		0.8%	12.3%	5.2%	4.2%	22.5%	60.8%
Communications Technologies/Technicians and Support Services		0.0%	10.0%	0.0%	0.0%	10.0%	10.0%
Computer and Information Sciences and Support Services		0.0%	4.4%	15.1%	2.1%	21.5%	21.3%
Construction Trades		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Education		0.8%	17.9%	3.9%	5.4%	28.0%	67.9%
Engineering		0.5%	4.3%	17.0%	4.4%	26.3%	25.4%
Engineering Technologies/Technicians		0.0%	6.2%	6.2%	0.0%	12.3%	12.3%
English Language and Literature/Letters		0.2%	4.6%	5.7%	3.7%	14.2%	63.3%
Family and Consumer Sciences/Human Sciences		0.4%	17.3%	4.5%	4.7%	26.9%	77.0%
Foreign Languages, Literatures, and Linguistics		0.6%	3.3%	6.7%	12.2%	22.9%	60.2%
Health Professions and Related Clinical Sciences		0.5%	5.0%	6.3%	3.9%	15.7%	74.6%
History		0.8%	7.5%	3.6%	5.3%	17.2%	43.6%
Legal Professions and Studies		0.0%	7.7%	12.9%	2.6%	23.2%	58.7%
Liberal Arts and Sciences, General Studies and Humanities		1.6%	19.4%	0.0%	3.1%	24.1%	58.6%
Library Science		0.0%	10.0%	7.4%	5.2%	22.5%	60.1%
Mathematics and Statistics		0.3%	3.7%	9.2%	4.9%	18.1%	33.6%
Mechanic and Repair Technologies/Technicians		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Military Technologies		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Multi/Interdisciplinary Studies		0.9%	7.3%	9.1%	5.7%	22.9%	55.8%
Natural Resources and Conservation		1.5%	3.8%	6.3%	2.2%	13.7%	42.4%
Parks, Recreation, Leisure and Fitness Studies		0.5%	3.9%	3.3%	3.3%	11.0%	47.3%
Personal and Culinary Services		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Philosophy and Religious Studies		0.8%	6.4%	7.2%	2.4%	16.8%	30.3%
Physical Sciences		0.3%	3.3%	9.2%	4.5%	17.2%	31.5%
Precision Production		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Psychology		0.8%	7.1%	6.3%	6.5%	20.8%	72.9%
Public Administration and Social Service Professions		0.7%	16.2%	6.4%	6.2%	29.5%	67.0%
Science Technologies/Technicians		0.0%	0.0%	0.0%	0.0%	0.0%	80.0%
Security and Protective Services		1.4%	15.5%	5.6%	2.8%	25.3%	59.0%
Social Sciences		0.4%	6.3%	8.7%	5.9%	21.3%	51.7%
Theology and Religious Vocations		0.1%	15.9%	7.2%	2.0%	25.2%	24.8%
Transportation and Materials Moving		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Visual and Performing Arts		0.5%	3.7%	7.9%	3.2%	15.3%	48.8%
TOTAL ALL FIELDS		0.7%	7.7%	9.7%	5.2%	23.2%	54.9%
OHRM/jc - D:\Documents and Settings\jmcbbh\Desktop\EDC 2008\New Folder\Test Map PHD 2008 Pctg FEDERAL.rpt							



# UTILIZATION ANALYSIS WORKSHEET

## Four Factor Availability

College:	Borough of Manhattan Community College
Semester/Year:	<b>FALL, 2012</b>

AFFIRMATIVE ACTION UNIT:  Lecturer		CONSTITUENT DEPARTMENTS:				
EEO CATEGORY:  FACULTY		Job Titles:  Lecturer				
JOB GROUP: NON-PROFESSORIAL - LECTURER						
FACTORS:	Weighting	Females	**Total Minority	Black or African American	Hispanic or Latino	Asian or Nat. Haw. or Other Pac. Isl.
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	ENTER	ENTER	ENTER	ENTER	ENTER
2. % of Minorities/Females promotable, transferable, or trainable						
GROUP TOTAL NO.: <u>46</u> No. Male: <u>18</u> No. Female: <u>28</u>						
		Females	**Total Minority	Black or African American	Hispanic or Latino	Asian or Nat. Haw. or Other Pac. Isl.
CURRENT UTILIZATION:		# <u>28</u> % <u>60.9</u>	# <u>46</u> % <u>100.0</u>	# <u>31</u> % <u>67.4</u>	# <u>10</u> % <u>21.7</u>	# <u>5</u> % <u>10.9</u>
OVERALL AVAILABILITY:		% <u>ENTER</u>	% <u>ENTER</u>	% <u>ENTER</u>	% <u>ENTER</u>	% <u>ENTER</u>
UNDERUTILIZATION:		% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>

\*\*Total Minority includes Black or African American, Hispanic or Latino, Asian or Nat. Haw. or Other Pac. Isl., and Am. Ind./Al. Natives and Two or More Races

## **FACTOR / SOURCE SHEET - LECTURER**

**FALL, 2012**

**Affirmative Action Unit:**

Lecturer

**Constituent Departments:**

**Job Group:**

**LECTURER**

**Job Titles:**

Lecturer

<b><u>FACTORS</u></b>	<b><u>SOURCES</u></b>	<b><u>WEIGHTING</u></b>
Factor	EDC - BA. 2007-08* - 4State weighted at 50% and US Non-4ST weighted at 50%.	1.0

\* Note: US Dept of Education's Postsecondary Studies Division indicates 2008 is the latest data available as of 5/5/2011.

Factor 1: EDC - BA. 2007 - 08\* 4States (CT,NJ,NY,PA) and US Non-4ST.

**ENTER FIELD OF STUDY IN THIS CELL**

<u>Female</u>	<u>**Total Minority</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>
<b>ENTER</b>	<b>ENTER</b>	<b>ENTER</b>	<b>ENTER</b>	<b>ENTER</b>

\*\*Total Minority includes Black or African American, Hispanic or Latino, Asian or Nat. Haw. or Other Pac. Isl., and Am. Ind./Al. Natives and Two or More Races.



# **BACHELOR degree conferred by Title IV participating institutions 2007-2008**

Reported data only - This listing does not include US Service Schools, Non-Resident Aliens and Unknowns are excluded from all totals.

**Data for 4 States = CT, NJ, NY & PA(considered as 4ST) is weighted at 50% and USn4ST is weighted at 50%.**

	AM.IND./ AL.NAT.	BLACK NON-HISP.	ASIAN/ PAC. ISL.	HISPANIC	TOTAL MINORITY	FEMALE
Agriculture, Agriculture Operations and Related Sciences	0.5%	3.1%	3.9%	4.4%	11.8%	52.7%
Architecture and Related Services	0.4%	5.2%	9.1%	10.4%	25.1%	42.6%
Area, Ethnic, Cultural, and Gender Studies	1.6%	16.5%	11.5%	12.9%	42.5%	68.9%
Biological and Biomedical Sciences	0.5%	7.9%	17.1%	6.4%	32.0%	59.4%
Business, Management, Marketing, & Related Support Services	0.5%	11.6%	8.5%	8.1%	28.7%	49.1%
Communication, Journalism, and Related Programs	0.4%	10.1%	4.4%	7.1%	22.1%	63.9%
Communications Technologies/Technicians and Support Services	0.4%	11.1%	5.9%	8.3%	26.0%	32.1%
Computer and Information Sciences and Support Services	0.5%	11.4%	10.3%	7.4%	29.7%	17.3%
Construction Trades	0.0%	3.5%	3.7%	3.2%	10.4%	3.7%
Education	0.6%	5.4%	2.1%	5.1%	13.3%	79.3%
Engineering	0.4%	4.9%	14.5%	6.1%	26.0%	18.6%
Engineering Technologies/Technicians	0.6%	9.1%	5.2%	6.8%	21.7%	9.5%
English Language and Literature/Letters	0.6%	7.9%	4.8%	6.6%	19.9%	68.6%
Family and Consumer Sciences/Human Sciences	0.7%	10.4%	5.2%	6.7%	22.9%	88.4%
Foreign Languages, Literatures, and Linguistics	0.6%	4.4%	5.0%	18.1%	28.1%	72.4%
Health Professions and Related Clinical Sciences	0.6%	13.0%	7.2%	6.0%	26.8%	85.6%
History	0.6%	4.9%	3.7%	6.5%	15.8%	41.2%
Legal Professions and Studies	0.7%	21.8%	6.2%	11.5%	40.3%	68.9%
Liberal Arts and Sciences, General Studies and Humanities	1.0%	15.8%	4.2%	10.2%	31.3%	64.4%
Library Science	0.0%	1.8%	0.0%	0.0%	1.8%	90.8%
Mathematics and Statistics	0.4%	5.4%	10.4%	5.6%	21.8%	46.0%
Mechanic and Repair Technologies/Technicians	1.6%	8.2%	4.7%	7.6%	22.1%	4.8%
Military Technologies	0.0%	21.4%	0.0%	0.0%	21.4%	21.4%
Multi/Interdisciplinary Studies	0.6%	8.5%	9.4%	9.6%	28.1%	62.3%
Natural Resources and Conservation	0.8%	2.1%	3.0%	4.8%	10.7%	46.0%
Parks, Recreation, Leisure and Fitness Studies	0.5%	9.3%	2.9%	5.4%	18.1%	44.7%
Personal and Culinary Services	2.0%	9.6%	3.2%	5.3%	20.3%	55.6%
Philosophy and Religious Studies	0.5%	6.1%	6.1%	6.2%	18.8%	38.9%
Physical Sciences	0.6%	5.3%	10.5%	4.9%	21.2%	40.8%
Precision Production	0.0%	4.0%	2.0%	6.0%	12.0%	14.0%
Psychology	0.6%	11.8%	6.5%	9.6%	28.6%	77.8%
Public Administration and Social Service Professions	0.8%	25.0%	3.2%	12.4%	41.4%	82.4%
Science Technologies/Technicians	1.1%	6.0%	2.9%	13.0%	23.0%	36.7%
Security and Protective Services	0.6%	17.8%	3.1%	13.0%	34.5%	48.9%
Social Sciences	0.7%	10.9%	9.0%	9.4%	30.0%	51.7%
Theology and Religious Vocations	0.2%	5.0%	1.6%	2.7%	9.5%	27.3%
Transportation and Materials Moving	0.4%	11.7%	7.1%	11.6%	30.8%	17.7%
Visual and Performing Arts	0.6%	6.1%	6.8%	7.2%	20.7%	61.3%
<b>TOTAL ALL FIELDS</b>	<b>0.6%</b>	<b>10.0%</b>	<b>7.4%</b>	<b>7.8%</b>	<b>25.7%</b>	<b>57.6%</b>



## UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College:	Borough of Manhattan Community College
Semester/Year:	<b>FALL, 2012</b>

AFFIRMATIVE ACTION UNIT:  Instructor		CONSTITUENT DEPARTMENTS				
EEO CATEGORY:  FACULTY		Job Titles: Instructor				
JOB GROUP: NON-PROFESSORIAL - INSTRUCTOR						
FACTORS:	Weighting	Females	**Total Minority	Black or African American	Hispanic or Latino	Asian or Nat. Haw. or Other Pac. Isl.
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	ENTER	ENTER	ENTER	ENTER	ENTER
2. % of Minorities/Females promotable, transferable, or trainable						
GROUP TOTAL NO.: <u>56</u> No. Male: <u>21</u> No. Female: <u>35</u>						
		Females	**Total Minority	Black or African American	Hispanic or Latino	Asian or Nat. Haw. or Other Pac. Isl.
CURRENT UTILIZATION:		# <u>35</u> % <u>62.5</u>	# <u>23</u> % <u>41.1</u>	# <u>14</u> % <u>25.0</u>	# <u>4</u> % <u>7.1</u>	# <u>5</u> % <u>8.9</u>
OVERALL AVAILABILITY:		% <u>ENTER</u>	% <u>ENTER</u>	% <u>ENTER</u>	% <u>ENTER</u>	% <u>ENTER</u>
UNDERUTILIZATION:		% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>

\*\*Total Minority includes Black or African American, Hispanic or Latino, Asian or Nat. Haw. or Other Pac. Isl., and Am. Ind./Al. Natives and Two or More Races

## **FACTOR / SOURCE SHEET - INSTRUCTOR**

**FALL, 2012**

**Affirmative Action Unit:**

Instructor

**Constituent Departments:**

**Job Group:**

**NON-PROFESSORIAL - INSTRUCTOR**

**Job Titles:**

Instructor

### **FACTOR: SOURCES**

### **WEIGHTING**

Factor 1 EDC - MA. 2007 - 08\* - 4States

1.0

\* Note: US Dept of Education's Postsecondary Studies Division indicates 2008 is the latest data available as of 5/5/2011.

Factor 1: 4States EDC - MA. 2007 - 08\*

**ENTER THE FIELD OF STUDY IN THIS CELL**

<u>Female</u>	<u>**Total Minority</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>
ENTER	ENTER	ENTER	ENTER	ENTER

\*\*Total Minority includes Black or African American, Hispanic or Latino, Asian or Nat. Haw. or Other Pac. Isl., and Am. Ind./Al. Natives and Two or More Races.

**MASTER degree conferred by Title IV participating institutions 2007-2008**

Reported data only - This listing does not include US Service Schools, Non-Resident Aliens and Unknowns are excluded from all totals.

**Data for 4 States = CT, NJ, NY & PA(considered as 4ST) is weighted at 100%.**

	AM.IND./ AL.NAT.	BLACK NON-HISP.	ASIAN/ PAC. ISL.	HISPANIC	TOTAL MINORITY	FEMALE
Agriculture, Agriculture Operations and Related Sciences	0.0%	0.0%	3.6%	0.0%	3.6%	62.7%
Architecture and Related Services	0.5%	4.8%	11.9%	7.9%	25.1%	47.8%
Area, Ethnic, Cultural, and Gender Studies	0.8%	17.4%	6.2%	6.2%	30.7%	66.4%
Biological and Biomedical Sciences	0.5%	6.9%	14.8%	5.9%	28.2%	57.7%
Business, Management, Marketing, & Related Support Services	0.2%	11.4%	13.0%	5.2%	29.8%	43.9%
Communication, Journalism, and Related Programs	0.4%	11.5%	7.4%	6.6%	26.0%	66.4%
Communications Technologies/Technicians and Support Services	0.0%	7.4%	15.3%	11.6%	34.2%	47.4%
Computer and Information Sciences and Support Services	0.3%	8.6%	21.3%	5.1%	35.3%	29.5%
Construction Trades	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Education	0.3%	8.3%	2.7%	6.4%	17.7%	77.4%
Engineering	0.2%	5.9%	19.5%	5.9%	31.6%	22.2%
Engineering Technologies/Technicians	1.0%	7.4%	10.3%	7.8%	26.5%	24.0%
English Language and Literature/Letters	0.3%	7.9%	3.9%	4.5%	16.6%	66.2%
Family and Consumer Sciences/Human Sciences	0.8%	6.2%	9.8%	5.9%	22.7%	87.1%
Foreign Languages, Literatures, and Linguistics	0.2%	3.5%	5.3%	19.4%	28.5%	70.1%
Health Professions and Related Clinical Sciences	0.3%	11.4%	9.6%	5.1%	26.4%	82.7%
History	0.0%	6.1%	2.6%	3.6%	12.3%	46.1%
Legal Professions and Studies	0.0%	9.7%	25.2%	6.5%	41.4%	50.0%
Liberal Arts and Sciences, General Studies and Humanities	0.3%	6.2%	3.2%	4.3%	14.0%	64.0%
Library Science	0.4%	7.0%	3.7%	3.0%	14.1%	77.9%
Mathematics and Statistics	0.2%	3.0%	19.8%	2.6%	25.5%	45.3%
Mechanic and Repair Technologies/Technicians	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Military Technologies	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Multi/Interdisciplinary Studies	0.5%	6.4%	10.1%	9.1%	26.0%	66.4%
Natural Resources and Conservation	0.5%	4.6%	2.5%	3.0%	10.7%	51.3%
Parks, Recreation, Leisure and Fitness Studies	0.3%	8.3%	2.3%	3.2%	14.2%	45.2%
Personal and Culinary Services	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Philosophy and Religious Studies	0.3%	3.6%	2.7%	4.2%	10.8%	37.8%
Physical Sciences	0.3%	3.1%	9.2%	4.1%	16.7%	40.1%
Precision Production	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Psychology	0.1%	9.5%	4.9%	6.0%	20.5%	80.2%
Public Administration and Social Service Professions	0.3%	20.9%	4.3%	10.0%	35.6%	76.8%
Science Technologies/Technicians	0.0%	0.0%	20.0%	0.0%	20.0%	40.0%
Security and Protective Services	0.4%	12.3%	3.3%	9.3%	25.3%	63.5%
Social Sciences	0.2%	14.5%	9.6%	7.4%	31.6%	54.4%
Theology and Religious Vocations	0.1%	6.4%	3.9%	3.1%	13.6%	29.8%
Transportation and Materials Moving	0.0%	14.3%	0.0%	28.6%	42.9%	71.4%
Visual and Performing Arts	0.4%	6.1%	10.6%	5.3%	22.4%	59.0%
<b>TOTAL ALL FIELDS</b>	<b>0.3%</b>	<b>10.0%</b>	<b>7.5%</b>	<b>6.1%</b>	<b>23.9%</b>	<b>65.1%</b>



# UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **Borough of Manhattan Community College**

Semester/Year: **FALL, 2012**

AFFIRMATIVE ACTION UNIT:  
ADMINISTRATION I

Constituent Departments:

EEO CATEGORY:

Executive/Senior Level Official and Managers

Job Titles: EXECUTIVE COMPENSATION PLAN TITLES

President  
Senior Vice President  
Vice President / Assistant Vice President  
Dean  
Administrator  
Associate Dean / Associate Administrator

JOB GROUP:

ADMINISTRATION I

FACTORS:

	Weighting	Females	**Total Minority	Black or African American	Hispanic or Latino	Asian or Nat. Haw. or Other Pac. Isl.
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	0.40	22.4	9.4	3.6	2.4	3.2
2. % of Minorities/Females promotable, transferable, or trainable	0.60	24.7	15.5	6.2	4.9	4.4

GROUP TOTAL NO.: **15**

No. Male: **10** No. Female: **5**

	Females	**Total Minority	Black or African American	Hispanic or Latino	Asian or Nat. Haw. or Other Pac. Isl.
CURRENT UTILIZATION:	# <b>5</b> % <b>33.3</b>	# <b>11</b> % <b>73.3</b>	# <b>5</b> % <b>33.3</b>	# <b>3</b> % <b>20.0</b>	# <b>3</b> % <b>20.0</b>
OVERALL AVAILABILITY:	% <b>47.1</b>	% <b>24.9</b>	% <b>9.8</b>	% <b>7.3</b>	% <b>7.6</b>
UNDERUTILIZATION:	% <b>13.8</b> # <b>2.1</b> UU <b>2</b>	% <b>NONE</b> # <b>0.0</b> UU <b>0</b>	% <b>NONE</b> # <b>0.0</b> UU <b>0</b>	% <b>NONE</b> # <b>0.0</b> UU <b>0</b>	% <b>NONE</b> # <b>0.0</b> UU <b>0</b>

\*\*Total Minority includes Black or African American, Hispanic or Latino, Asian or Nat. Haw. or Other Pac. Isl., and Am. Ind./Al. Natives and Two or More Races.

# FACTOR / SOURCE SHEET

**FALL, 2012**

## **Executive/Senior Level Official and Managers**

### **ADMINISTRATION I:**

Executive Compensation Plan	Titles	President
		Senior Vice President
		Vice President / Assistant Vice President
		Dean
		Administrator
		Associate Dean / Associate Administrator

CUNY Administration I Degree Weighting - Source: CUPS 062 as of April 6 2010.  
(degrees held by employees in CUNY Administration I)

Ph.D. = 51.3%  
M.A. = 31.5%  
B.A. = 13.6%

<u>FACTORS</u>	<u>SOURCES</u>	<u>WEIGHT</u>
Factor 1	National - Earned Degrees Conferred PHD, MA, BA - 2007-08*	0.4
Factor 2	CUNY Survey 2009 - selected titles	0.6

\* Note: US Dept of Education's Postsecondary Studies Division indicates 2008 is the latest data available as of 5/5/2011.

Factor 1: National Earned Degrees Conferred PHD, MA, BA - 2007-08\*

		<u>Female</u>	<u>**Total Minority</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>
		55.9	23.5	9.1	5.9	8.0
multiply by weight -	<b>0.4</b>	<b>22.4</b>	<b>9.4</b>	<b>3.6</b>	<b>2.4</b>	<b>3.2</b>

Factor 2: CUNY Survey 2009 - selected titles:

		<u>Female</u>	<u>**Total Minority</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Total</u>
HEO		352	259	120	89	50	675
Professor		709	411	148	122	138	1,907
		<b>1,061</b>	<b>670</b>	<b>268</b>	<b>211</b>	<b>188</b>	<b>2,582</b>
		<b>41.1</b>	<b>25.9</b>	<b>10.4</b>	<b>8.2</b>	<b>7.3</b>	
multiply by weight -	<b>0.6</b>	<b>24.7</b>	<b>15.5</b>	<b>6.2</b>	<b>4.9</b>	<b>4.4</b>	

<b>OVERALL AVAILABILITY</b>	<b>47.1</b>	<b>24.9</b>	<b>9.8</b>	<b>7.3</b>	<b>7.6</b>
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\*\*Total Minority includes Black or African American, Hispanic or Latino, Asian or Nat. Haw. or Other Pac. Isl., and Am. Ind./Al. Natives and Two or More Races.

# UTILIZATION ANALYSIS WORKSHEET

## Two Factor Availability

College: **Borough of Manhattan Community College**  
Semester/Year: **FALL, 2012**

AFFIRMATIVE ACTION UNIT: ADMINISTRATION II		Constituent Departments:				
EEO CATEGORY:  First/Mid Level Officials and Managers		Job Titles:  Higher Education Officer (HEO) Higher Education Associate (HEA) EOC Higher Education Officer (HEO) EOC Higher Education Associate (HEA)  *NOTE: Research Associate is to be placed in Administration II or III depending on salary level.				
JOB GROUP:  ADMINISTRATION II						
FACTORS:	Weighting	Females	**Total Minority	Black or African American	Hispanic or Latino	Asian or Nat. Haw. or Other Pac. Isl.
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	0.40	23.1	10.1	4.0	3.0	3.0
2. % of Minorities/Females promotable, transferable, or trainable	0.60	34.0	26.5	12.2	7.3	6.8
GROUP TOTAL NO.: <b>60</b> No. Male: <b>27</b> No. Female: <b>33</b>						
		Females	**Total Minority	Black or African American	Hispanic or Latino	Asian or Nat. Haw. or Other Pac. Isl.
CURRENT UTILIZATION:	# <b>33</b> % <b>55.0</b>	# <b>30</b> % <b>50.0</b>	# <b>14</b> % <b>23.3</b>	# <b>6</b> % <b>10.0</b>	# <b>10</b> % <b>16.7</b>	
OVERALL AVAILABILITY:	% <b>57.1</b>	% <b>36.6</b>	% <b>16.2</b>	% <b>10.3</b>	% <b>9.8</b>	
UNDERUTILIZATION:	% <b>2.1</b> # <b>1.3</b> UU <b>1</b>	% <b>NONE</b> # <b>0.0</b> UU <b>0</b>	% <b>NONE</b> # <b>0.0</b> UU <b>0</b>	% <b>0.3</b> # <b>0.2</b> UU <b>0</b>	% <b>NONE</b> # <b>0.0</b> UU <b>0</b>	

\*\*Total Minority includes Black or African American, Hispanic or Latino, Asian or Nat. Haw. or Other Pac. Isl., and Am. Ind./Al. Natives and Two or More Races.



# FACTOR / SOURCE SHEET

**FALL, 2012**

## **First/Mid Level Officials and Managers** **ADMINISTRATION II**

Higher Education Officer (HEO)  
 Higher Education Associate (HEA)  
 EOC Higher Education Officer (HEO)  
 EOC Higher Education Associate (HEA)

\*NOTE: Research Associate is to be placed in Administration II or III depending on salary level.

<u>FACTORS</u>	<u>SOURCES</u>	<u>WEIGHT</u>
Factor 1	4STATE - EDC - Bachelors 2007-08*	0.4
Factor 2	CUNY Survey - selected titles -CUPS miniflat selected criteria	0.6
		1.0

\* Note: US Dept of Education's Postsecondary Studies Division indicates 2008 is the latest data available as of 5/5/11.

Factor 1: 4STATE - BA 2007-08\*

		<u>Female</u>	<u>**Total Minority</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>
		57.7	25.3	10.0	7.4	7.6
multiply by weight	<b>0.4</b>	<b>23.1</b>	<b>10.1</b>	<b>4.0</b>	<b>3.0</b>	<b>3.0</b>

Factor 2: Promotable, Transferable, Trainable employees within contractors organization. - CUNY Survey - selected titles. Selected criteria from April 15, 2010 CUPS miniflat file. HEasst. and aProf with Date of appt. to title prior to 4/15/2006.

		<u>Female</u>	<u>**Total Minority</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Total</u>
HE asst.		343	290	167	97	24	517
Asst. Prof.		662	494	194	118	178	1,255
<b>TOTAL</b>		<b>1,005</b>	<b>784</b>	<b>361</b>	<b>215</b>	<b>202</b>	<b>1,772</b>
		56.7	44.2	20.4	12.1	11.4	
multiply by weight	<b>0.6</b>	<b>34.0</b>	<b>26.5</b>	<b>12.2</b>	<b>7.3</b>	<b>6.8</b>	
<b>OVERALL</b>		<b>57.1</b>	<b>36.6</b>	<b>16.2</b>	<b>10.3</b>	<b>9.8</b>	

\*\*Total Minority includes Black or African American, Hispanic or Latino, Asian or Nat. Haw. or Other Pac. Isl., and Am. Ind./Al. Natives and Two or More Races.

# UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: Borough of Manhattan Community College

Semester/Year: **FALL, 2012**

AFFIRMATIVE ACTION UNIT:

ADMINISTRATION III

Constituent Departments:

EEO CATEGORY:

PROFESSIONAL/NON-FACULTY

Job Titles:

HE Assistant (HEa)  
EOC HE Assistant (HEa)  
Assistant to HEO  
EOC Assistant to HEO

JOB GROUP:

ADMINISTRATION III

FACTORS:

Weighting

Females

\*\*Total  
Minority

Black or African American

Hispanic  
or Latino

Asian or Nat. Haw. or  
Other Pac. Isl.

1. % availability of Minorities/Females with  
requisite skills in immediate labor areas.

0.70

40.4

17.7

7.0

5.2

5.3

2. % of Minorities/Females promotable, transferable, or trainable

0.30

22.0

19.1

9.8

5.1

4.1

GROUP TOTAL NO.: 106

No. Male: 33

No. Female: 73

Females

\*\*Total  
Minority

Black or African American

Hispanic  
or Latino

Asian or Nat. Haw. or  
Other Pac. Isl.

CURRENT UTILIZATION:

# 73

# 83

# 48

# 23

# 12

% 68.9

% 78.3

% 45.3

% 21.7

% 11.3

OVERALL AVAILABILITY:

% 62.4

% 36.8

% 16.8

% 10.3

% 9.4

UNDERUTILIZATION:

% NONE

% NONE

% NONE

% NONE

% NONE

# 0.0

# 0.0

# 0.0

# 0.0

# 0.0

UU 0

UU 0

UU 0

UU 0

UU 0

\*\*Total Minority includes Black or African American, Hispanic or Latino, Asian or Nat. Haw. or Other Pac. Isl., and Am. Ind./Al. Natives and Two or More Races.

FACTOR / SOURCE SHEET

**FALL, 2012**

**ADMINISTRATION III:**

HE Assistant (HEa)  
EOC HE Assistant (HEa)  
Assistant to HEO  
EOC Assistant to HEO

<u>FACTORS</u>	<u>SOURCES</u>	<u>WEIGHT</u>
Factor 1	4STATES EDC - Bachelors 2007-08*	0.7
Factor 2	CUNY Survey - selected titles & criteria-Source April 15 2010 Access miniflat file	0.3

Note: US Dept of Education's Postsecondary Studies Division indicates 2008 is the latest data available as of 5/5/11.

Factor 1: 4STATES EDC Bachelors 2007-08\*

		<u>Female</u>	<u>**Total Minority</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>
		57.7	25.3	10.0	7.4	7.6
multiply by weight -	0.7	<b>40.4</b>	<b>17.7</b>	<b>7.0</b>	<b>5.2</b>	<b>5.3</b>

Factor 2: CUNY - Promotable, Transferable, Trainable employees within contractors organization. - CUNY Survey - selected titles. Selected criteria from April 15, 2010 CUPS Access miniflat file.

	<u>Female</u>	<u>**Total Minority</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>TOTAL</u>
<b>College Asst.</b> (holding BA degree or higher in title only)	278	222	126	59	34	313
<b>Gittlesons</b> (holding BA degree or higher in title only)	221	212	96	56	60	368
	499	434	222	115	94	681
	73.3	63.7	32.6	16.9	13.8	
multiply by weight -	0.3	<b>22.0</b>	<b>19.1</b>	<b>5.1</b>	<b>4.1</b>	
<b>OVERALL AVAILABILITY</b>	<b>62.4</b>	<b>36.8</b>	<b>16.8</b>	<b>10.3</b>	<b>9.4</b>	

\*\*Total Minority includes Black or African American, Hispanic or Latino, Asian or Nat. Haw. or Other Pac. Isl., and Am. Ind./Al. Natives and Two or More Races.



# UTILIZATION ANALYSIS WORKSHEET

## Two Factor Availability

NOTE: Please weight depending on the number of employees in fields.

College: **Borough of Manhattan Community College**

Semester/Year: **FALL, 2012**

### AFFIRMATIVE ACTION UNIT:

ADMINISTRATION IV

### Constituent Departments:

Art & Music  
Athletics

Aduio Visual  
Business

Computer Applications  
Developmental skills

EOC  
Math

Nursing  
Science

### EEO CATEGORY:

TECHNICAL / PARAPROFESSIONAL

### Job Titles:

COLLEGE LAB TECHNICIANS (CLTs)

Senior College Lab Tech.  
College Lab Tech.

### JOB GROUP:

ADMINISTRATION IV

FACTORS:	Weighting	Females	**Total Minority	Black or African American	Hispanic or Latino	Asian or Nat. Haw. or Other Pac. Isl.
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	Combination of NYC @.9 & EDC BA 4St @.1	27.9	44.7	17.9	14.4	9.3
2. % of Minorities/Females promotable, transferable, or trainable						
GROUP TOTAL NO.: <u>36</u>						
No. Male: <u>26</u> No. Female: <u>10</u>						
		Females	**Total Minority	Black or African American	Hispanic or Latino	Asian or Nat. Haw. or Other Pac. Isl.
CURRENT UTILIZATION:		# <u>10</u> % <u>27.8</u>	# <u>25</u> % <u>69.4</u>	# <u>12</u> % <u>33.3</u>	# <u>8</u> % <u>22.2</u>	# <u>5</u> % <u>13.9</u>
OVERALL AVAILABILITY:		% <u>27.9</u>	% <u>44.7</u>	% <u>17.9</u>	% <u>14.4</u>	% <u>9.3</u>
UNDERUTILIZATION:		% <u>0.1</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.00</u> UU <u>0</u>	% <u>NONE</u> # <u>0.00</u> UU <u>0</u>	% <u>NONE</u> # <u>0.00</u> UU <u>0</u>	% <u>NONE</u> # <u>0.00</u> UU <u>0</u>

\*\*Total Minority includes Black or African American, Hispanic or Latino, Asian or Nat. Haw. or Other Pac. Isl., and Am. Ind./Al. Natives and Two or More Races

# FALL, 2012

## ADMINISTRATION IV: College Laboratory Technician Series

### ADMINISTRATION IV: (titles listed below)

Senior College Laboratory Technician (Sr. CLT)  
College Laboratory Technician (CLT)

Overall Availability Data for the following main areas/fields are provided in the TAB: **ADM 4 Factors AD F2010**

- \* ^^ Health Technologist & Technicians
- \* ^^ Engineering & Related Technologists & Technicians
- \* ^^ Science Technicians
- \* ^^ Computer Technicians
- \* ^^ Broadcasting Equipment / Communications Technicians
- \* ^^ Business & Management / Service Occupations

\* The overall availability data must be weighted by the number of employees in the area/field.

^^ Allocation of employees in the area/field are based on the type of work that is done. **Example:** A CLT who sets up the lab for the Chemistry class would be allocated to the area of Science. A CLT setting up the VCRs or stage is allocated to the area of Broadcasting/Communications.

This section requires numbers to be entered onto the cells which indicate "ENTER".

If there are NO employees, please enter the number zero (0).

The workforce numbers entered here will automatically be loaded on the TAB: **ADM 4 UAW F2010 worksheet.**

Please input Workforce numbers (# of technicians in area/field) in cells H23 to H28.

In cells N29, N31, N33, N35, N37, N39, enter Workforce numbers by Gender and Ethnicity. Cells N29 and N31 will be highlighted in RED if total does not equal cell H29

These dotted border cells require a number entry to compute % of technicians in area/field.

AREA/FIELD	# of technicians in area/field	TOTAL # of Technicians	% of technicians in area/field	Male	Female	**Total Minority	Black or African American	Hispanic or Latino	Asian or Nat. Haw. or Other Pac. Isl.
* ^^ Health	3	36	8%	This gray shaded area is protected and does not require data. Cells below with dotted border, require a number entry in order for the "Current Utilization" on the ADM 4 Factors F2010 worksheet to be calculated.					
* ^^ Engineering	0	36	0%						
* ^^ Science	9	36	25%						
* ^^ Computers	3	36	8%						
* ^^ Broadcasting/Communications	21	36	58%						
* ^^ Bus. & Mngmnt / Serv. Occupations	0	36	0%						
<b>TOTAL Number of CLTs</b>	<b>36</b>			<b>26</b>	<b>10</b>	<b>25</b>	<b>12</b>	<b>8</b>	<b>5</b>

OVERALL AVAILABILITY: (from TAB - ADM 4 Factors AD F2010.)	Female	**Total Minority or African American	Black or African American	Hispanic or Latino	Asian or Nat. Haw. or Other Pac. Isl.
Health	54.2	63.0	30.3	13.9	15.5
Engineering	14.7	59.3	21.8	17.7	15.5
Science	49.3	51.5	17.1	18.1	12.7
Computers	24.7	47.6	12.9	9.8	21.5
Broadcasting/Communications	16.0	39.6	17.5	13.8	5.5
Bus. & Mngmnt / Serv. Occupations	24.9	42.0	5.1	4.5	32.0

This section computes the weighted Overall Availability (OA) for each area with the percentage of employees and totals the OA for all areas/fields. The information in the cells of the dotted bordered box will automatically be used for calculating the underutilization on ADM 4 UAW F2010 worksheet.

Weighted Overall Availability of the areas by % of employees	% of technicians in area/field	Female	**Total Minority	Black or African American	Hispanic or Latino	Asian or Nat. Haw. or Other Pac. Isl.
Health	8%	4.3	5.0	2.4	1.1	1.2
Engineering	0%	0.0	0.0	0.0	0.0	0.0
Science	25%	12.3	12.9	4.3	4.5	3.2
Computers	8%	2.0	3.8	1.0	0.8	1.7
Broadcasting/Communications	58%	9.3	23.0	10.2	8.0	3.2
Bus. & Mngmnt / Serv. Occupations	0%	0.0	0.0	0.0	0.0	0.0
<b>TOTAL OVERALL AVAILABILITY (OA)</b>		<b>27.9</b>	<b>44.7</b>	<b>17.9</b>	<b>14.4</b>	<b>9.3</b>

\*\*Total Minority includes Black or African American, Hispanic or Latino, Asian or Nat. Haw. or Other Pac. Isl., and Am. Ind./Al. Natives and Two or More Races.



**FALL, 2012**

NOTE: The Overall Availability is used by weighting these Areas/Fields by the number of employees that the college has.  
(Worksheet TAB ADM 4 Factors allows for computation of employees by entering the college workforce numbers and computes the TOTAL Overall Availability for Administration IV)

**ADMINISTRATION IV** College Lab Technicians (CLTs): Chief CLT, Senior CLT, and CLT

FACTORS	SOURCES	WEIGHT
Factor 1	New York City US Census 2000 (select occupations)	1.0
Factor 2	EDC 4States (CT, NJ, NY, & PA) 2007 - 08	

Note: Due to formatting of cells, percentages are rounded up or down.

<b>HEALTH TECHNOLOGISTS &amp; TECHNICIANS</b>		FEMALE	**TOTAL MINORITY	Black or African American	HISPANIC or LATINO	Asian or Nat. Haw. or Other Pac. Isl.	TOTAL
Factor 1:	Miscellaneous Health Technologists and Technicians	1,031	1,253	585	257	360	1,935
	Other Healthcare Practitioners and Technical Occupations	397	623	314	158	98	875
		1,428	1,876	899	415	458	2,810
		50.8	66.8	32.0	14.8	16.3	
Factor 1 weighted @ .9	0.9	45.7	60.1	28.8	13.3	14.7	
Factor 2:	Health Professions and Related Clinical Sciences	13,694	4,701	2,390	911	1,357	16,041
		85.4	29.3	14.9	5.7	8.5	
Factor 2 weighted at .1	0.1	8.5	2.9	1.5	0.6	0.8	
<b>Factors 1 and 2 Health Tech. &amp; Tech.</b>		<b>54.2</b>	<b>63.0</b>	<b>30.3</b>	<b>13.9</b>	<b>15.5</b>	

<b>ENGINEERING &amp; RELATED TECHNOLOGISTS &amp; TECHNICIANS</b>		FEMALE	**TOTAL MINORITY	Black or African American	HISPANIC or LATINO	Asian or Nat. Haw. or Other Pac. Isl.	TOTAL
Factor 1:	Engineering Technicians, Except Drafters	782	3,256	1,194	969	845	5,125
		15.3	63.5	23.3	18.9	16.5	
Factor 1 weighted @ .9	0.9	13.8	57.2	21.0	17.0	14.9	
Factor 2:	Engineering Technologies/Technicians	157	366	142	115	104	1,725
		9.1	21.2	8.2	6.7	6.0	
Factor 2 weighted at .1	0.1	0.9	2.1	0.8	0.7	0.6	
<b>Factors 1 and 2 Eng. &amp; Related Tech. &amp; Tech.</b>		<b>14.7</b>	<b>59.3</b>	<b>21.8</b>	<b>17.7</b>	<b>15.5</b>	

<b>SCIENCE TECHNICIANS</b>		FEMALE	**TOTAL MINORITY	Black or African American	HISPANIC or LATINO	Asian or Nat. Haw. or Other Pac. Isl.	TOTAL
Factor 1:	Biological Technicians	79	185	40	35	70	505
	Chemical Technicians	192	380	140	162	53	505
	Miscellaneous Life, Physical and Social Science Technicians, Incl. Soc. Sci. Research Asst. & Nuclear Tech. Geological and Petroleum Technicians	1,994	1,804	619	590	478	3,340
		48	53	14	39	0	80
		2,313	2,422	813	826	601	4,430
		52.2	54.7	18.4	18.6	13.6	
Factor 1 weighted @ .9	0.9	47.0	49.2	16.6	16.7	12.2	
Factor 2:	Science Technologies/Technicians	5	5	1	3	1	22
		22.7	22.7	4.5	13.6	4.5	
Factor 2 weighted at .1	0.1	2.3	2.3	0.5	1.4	0.5	
<b>Factors 1 and 2 Science Tech.</b>		<b>49.3</b>	<b>51.5</b>	<b>17.1</b>	<b>18.1</b>	<b>12.7</b>	

<b>COMPUTER TECHNICIANS</b>		FEMALE	**TOTAL MINORITY	Black or African American	HISPANIC or LATINO	Asian or Nat. Haw. or Other Pac. Isl.	TOTAL
Factor 1:	Computer Support Specialist	2,513	4,721	1,795	1,065	1,534	8,270
	Comp. Software Engineers	2,573	4,916	790	925	2,799	11,115
	Comp. Hardware Engineers	264	745	164	123	364	1,500
		5,350	10,382	2,749	2,113	4,697	20,885
		25.6	49.7	13.2	10.1	22.5	6,962
Factor 1 weighted @ .9	0.9	23.0	44.7	11.9	9.1	20.3	
Factor 2:	Computer and Information Sciences and Support Services	960	1,619	560	398	641	5,492
		17.5	29.5	10.2	7.2	11.7	
Factor 2 weighted at .1	0.1	1.7	2.9	1.0	0.7	1.2	
<b>Factors 1 and 2 Computer Tech.</b>		<b>24.7</b>	<b>47.6</b>	<b>12.9</b>	<b>9.8</b>	<b>21.5</b>	

<b>BROADCASTING EQUIPMENT / COMMUNICATIONS TECHNICIANS</b>		FEMALE	**TOTAL MINORITY	Black or African American	HISPANIC or LATINO	Asian or Nat. Haw. or Other Pac. Isl.	TOTAL
Factor 1:	Broadcast/Sound Eng. Tech/Radio Op./Other Media/Comm. Equip.	625	1,864	814	656	250	4,525
		13.8	41.2	18.0	14.5	5.5	
Factor 1 weighted @ .9	0.9	12.4	37.1	16.2	13.1	5.0	
Factor 2:	Communication Technologies/Technicians and Support Services	207	144	73	38	31	576
		35.9	25.0	12.7	6.6	5.4	
Factor 2 weighted at .1	0.1	3.6	2.5	1.3	0.7	0.5	
<b>Factors 1 and 2 Broadcasting Equip./ Comm. Tech.</b>		<b>16.0</b>	<b>39.6</b>	<b>17.5</b>	<b>13.8</b>	<b>5.5</b>	

<b>BUSINESS &amp; MANAGEMENT SERVICE OCCUPATIONS</b>		FEMALE	**TOTAL MINORITY	Black or African American	HISPANIC or LATINO	Asian or Nat. Haw. or Other Pac. Isl.	TOTAL
Factor 1:	Agricultural and Food Science Technicians	18	38	4	4	30	85
		21.2	44.7	4.7	4.7	35.3	
Factor 1 weighted @ .9	0.9	19.1	40.2	4.2	4.2	31.8	
Factor 2:	Personal and Culinary Services	51	16	8	3	2	88
		58.0	18.2	9.1	3.4	2.3	
Factor 2 weighted at .1	0.1	5.8	1.8	0.9	0.3	0.2	
<b>Factors 1 and 2 Bus. &amp; Management &amp; Service Occ.</b>		<b>24.9</b>	<b>42.0</b>	<b>5.1</b>	<b>4.5</b>	<b>32.0</b>	

\*\*Total Minority includes Black or African American, Hispanic or Latino, Asian or Nat. Haw. or Other Pac. Isl., and Am. Ind./Al. Natives and Two or More Races.



# UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **Borough of Manhattan Community College**  
Semester/Year: **FALL, 2012**

AFFIRMATIVE ACTION UNIT:  ACCOUNTANTS - ACCOUNTANT ASSISTANT		Constituent Departments:				
EEO CATEGORY:  Technical/Paraprofessional		Job Titles: Finance Accountant Assistant Assistant Purchasing Agent				
JOB GROUP:  Finance Accountant Assistant						
FACTORS:	Weighting	Females	**Total Minority	Black or African American	Hispanic or Latino	Asian or Nat. Haw. or Other Pac. Isl.
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	45.5	30.8	10.6	7.1	12.8
2. % of Minorities/Females promotable, transferable, or trainable.						
GROUP TOTAL NO.: <u>15</u> No. Male: <u>3</u> No. Female: <u>12</u>						
		Females	**Total Minority	Black or African American	Hispanic or Latino	Asian or Nat. Haw. or Other Pac. Isl.
CURRENT UTILIZATION:		# <u>12</u> % <u>80.0</u>	# <u>13</u> % <u>86.7</u>	# <u>5</u> % <u>33.3</u>	# <u>3</u> % <u>20.0</u>	# <u>5</u> % <u>33.3</u>
OVERALL AVAILABILITY:		% <u>45.5</u>	% <u>30.8</u>	% <u>10.6</u>	% <u>7.1</u>	% <u>12.8</u>
UNDERUTILIZATION:		% <u>NONE</u> # <u>0.00</u> UU <u>0</u>	% <u>NONE</u> # <u>0.00</u> UU <u>0</u>	% <u>NONE</u> # <u>0.00</u> UU <u>0</u>	% <u>NONE</u> # <u>0.00</u> UU <u>0</u>	% <u>NONE</u> # <u>0.00</u> UU <u>0</u>

\*\*Total Minority includes Black or African American, Hispanic or Latino, Asian or Nat. Haw. or Other Pac. Isl., and Am. Ind./Al. Natives and Two or More Races.

**FALL, 2012**

**ACCOUNTANTS - ACCOUNTANT ASSISTANT**

Technical/Paraprofessional

**ACCOUNTANT:**

**ACCOUNTING ASSISTANT:**

Finance Accountant Assistant  
Assistant Purchasing Agent

<u>SOURCE</u>	<u>WEIGHTING</u>
Factor 1: 2000 U.S. Census - NY, NJ, CT, PA - CMSA, "Accountants and Auditors (code 80) and Purchasing Managers (15)	1.0

	<u>**Total</u>	<u>Black or</u>	<u>Hispanic</u>	<u>Asian or</u>
	<u>Minority</u>	<u>African</u>	<u>or Latino</u>	<u>Nat. Haw. or</u>
<u>Female</u>		<u>American</u>		<u>Other Pac.</u>
				<u>Isl.</u>
	<b>45.5</b>	<b>10.6</b>	<b>7.1</b>	<b>12.8</b>

\*\*Total Minority includes Black or African American, Hispanic or Latino, Asian or Nat. Haw. or Other Pac. Isl., and Am. Ind./Al. Natives and Two or More Races.

# UTILIZATION ANALYSIS WORKSHEET

## Two Factor Availability

College: **Borough of Manhattan Community College**

Semester/Year: **FALL, 2012**

AFFIRMATIVE ACTION UNIT: CUNY ADMINISTRATIVE ASSISTANT		Constituent Departments:				
EEO CATEGORY: Secretarial and Clerical		Job Titles: CUNY Administrative Assistants EOC Administrative Assistants				
JOB GROUP: CUNY ADMINISTRATIVE ASSISTANT						
FACTORS:	Weighting	Females	**Total Minority	Black or African American	Hispanic or Latino	Asian or Nat. Haw. or Other Pac. Isl.
1. % availability of Minorities/Females with requisite skills in immediate labor areas.						
2. % of Minorities/Females promotable, transferable, or trainable	1.00	93.6	67.2	36.8	23.7	6.4
GROUP TOTAL NO.: <u>11</u> No. Male: <u>1</u> No. Female: <u>10</u>						
		Females	**Total Minority	Black or African American	Hispanic or Latino	Asian or Nat. Haw. or Other Pac. Isl.
CURRENT UTILIZATION:		# <u>10</u> % <u>90.9</u>	# <u>9</u> % <u>81.8</u>	# <u>6</u> % <u>54.5</u>	# <u>2</u> % <u>18.2</u>	# <u>1</u> % <u>9.1</u>
OVERALL AVAILABILITY:		% 93.6	% 67.2	% 36.8	% 23.7	% 6.4
UNDERUTILIZATION:		% <u>2.7</u> # <u>0.30</u> UU <u>0</u>	% <u>NONE</u> # <u>0.00</u> UU <u>0</u>	% <u>NONE</u> # <u>0.00</u> UU <u>0</u>	% <u>5.5</u> # <u>0.61</u> UU <u>1</u>	% <u>NONE</u> # <u>0.00</u> UU <u>0</u>

\*\*Total Minority includes Black or African American, Hispanic or Latino, Asian or Nat. Haw. or Other Pac. Isl., and Am. Ind./Al. Natives and Two or More Races.



**FALL, 2012**

**CUNY ADMINISTRATIVE ASSISTANT**

Secretarial and Clerical

**CUNY  
ADMINISTRATIVE  
ASSISTANT**

CUNY Administrative Assistants

<u>SOURCE</u>		<u>WEIGHTING</u>
Factor 1:	N/A	0.0
Factor 2:	CUNY Survey Fall 2009 - The CUNY Administrative Assistant title is strictly promotional from the Permanent CUNY Office Assistant (level 3 or above) and Mail Message Services Worker titles. The Fall 2009 Survey with selected titles closely approximates the pool of candidates eligible for the position.	1.0

<u>Female</u>	<u>**Total</u> <u>Minority</u>	<u>Black or</u> <u>African</u> <u>American</u>	<u>Hispanic</u> <u>or Latino</u>	<u>Asian or Nat.</u> <u>Haw. or Other</u> <u>Pac. Isl.</u>
<b>23.6</b>	<b>67.2</b>	<b>36.8</b>	<b>23.7</b>	<b>6.4</b>

\*\*Total Minority includes Black or African American, Hispanic or Latino, Asian or Nat. Haw. or Other Pac. Isl., and Am. Ind./Al. Natives and Two or More Races.

# UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **Borough of Manhattan Community College**

Semester/Year: **FALL, 2012**

AFFIRMATIVE ACTION UNIT: COMPUTER SPECIALISTS		Constituent Departments:				
EEO CATEGORY: Technical/Paraprofessional		Job Titles: IT Computer Systems Manager IT Senior Associate IT Associate IT Assistant IT Support Assistant				
JOB GROUP: COMPUTER SPECIALISTS						
FACTORS: 1. % availability of Minorities/Females with requisite skills in immediate labor areas.	Weighting	Females	**Total Minority	Black or African American	Hispanic or Latino	Asian or Nat. Haw. or Other Pac. Isl.
	1.00	29.6	36.3	9.1	7.1	19.9
2. % of Minorities/Females promotable, transferable, or trainable						
GROUP TOTAL NO.: <u>34</u> No. Male: <u>30</u> No. Female: <u>4</u>						
		Females	**Total Minority	Black or African American	Hispanic or Latino	Asian or Nat. Haw. or Other Pac. Isl.
CURRENT UTILIZATION:		# <u>4</u> % <u>11.8</u>	# <u>30</u> % <u>88.2</u>	# <u>12</u> % <u>35.3</u>	# <u>6</u> % <u>17.6</u>	# <u>12</u> % <u>35.3</u>
OVERALL AVAILABILITY:		% 29.6	% 36.3	% 9.1	% 7.1	% 19.9
UNDERUTILIZATION:		% <u>17.9</u> # <u>6.08</u> UU <u>6</u>	% <u>NONE</u> # <u>0.00</u> UU <u>0</u>	% <u>NONE</u> # <u>0.00</u> UU <u>0</u>	% <u>NONE</u> # <u>0.00</u> UU <u>0</u>	% <u>NONE</u> # <u>0.00</u> UU <u>0</u>

\*\*Total Minority includes Black or African American, Hispanic or Latino, Asian or Nat. Haw. or Other Pac. Isl., and Am. Ind./Al. Natives and Two or More Races.

**FALL, 2012**

**COMPUTER SPECIALISTS**

Technical/Paraprofessional

**COMPUTER SPECIALIST:**

IT Computer Systems Manager  
IT Senior Associate  
IT Associate  
IT Assistant  
IT Support Assistant

<u>SOURCE</u>	<u>WEIGHTING</u>
Factor 1: U.S. 2000 Census - NY, NJ, CT, PA - CMSA - Computer Scientist Systems Analyst (100); Computer Programmer (101); Computer Software Engineers (102); Computer Support Specialists (104); Database Administrator (106); Network & Computer Systems Administrators (110); Network Systems & Data Communication Analysts (111); Computer Hardware Engineers (140); Computer Operators (580); and Computer Control Programmers and Operators (790).	1.0

	<u>**Total</u>	<u>Black or</u>	<u>Hispanic</u>	<u>Asian or</u>
<u>Female</u>	<u>Minority</u>	<u>African</u>	<u>or Latino</u>	<u>Nat. Haw.</u>
		<u>American</u>		<u>or Other</u>
				<u>Pac. Isl.</u>
	<b>29.6</b>	<b>36.3</b>	<b>9.1</b>	<b>7.1</b>
				<b>19.9</b>

\*\*Total Minority includes Black or African American, Hispanic or Latino, Asian or Nat. Haw. or Other Pac. Isl., and Am. Ind./Al. Natives and Two or More Races.



# UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **Borough of Manhattan Community College**

Semester/Year: **FALL, 2012**

AFFIRMATIVE ACTION UNIT: CUNY OFFICE/SECRETARIAL ASSISTANT:		Constituent Departments:				
EEO CATEGORY: Secretarial and Clerical		Job Titles: CUNY Office Assistant /Secretarial Assistant (all levels) CUNY Secretarial Assistant (all levels) EOC Office Assistant				
JOB GROUP: CUNY OFFICE/SECRETARIAL ASSISTANT						
FACTORS:	Weighting	Females	**Total Minority	Blacks	Hispanics	Asian/ Pac. Isl.
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	92.8	31.8	14.7	13.0	3.6
2. % of Minorities/Females promotable, transferable, or trainable						
GROUP TOTAL NO.: <u>73</u> No. Male: <u>7</u> No. Female: <u>66</u>						
		Females	**Total	Black or African American	Hispanic or Latino	Asian or Nat. Haw. or Other Pac. Isl.
CURRENT UTILIZATION:		# <u>66</u>	# <u>65</u>	# <u>32</u>	# <u>30</u>	# <u>3</u>
		% <u>90.4</u>	% <u>89.0</u>	% <u>43.8</u>	% <u>41.1</u>	% <u>4.1</u>
OVERALL AVAILABILITY:		% <u>92.8</u>	% <u>31.8</u>	% <u>14.7</u>	% <u>13.0</u>	% <u>3.6</u>
UNDERUTILIZATION:		% <u>2.4</u>	% <u>NONE</u>	% <u>NONE</u>	% <u>NONE</u>	% <u>NONE</u>
		# <u>1.74</u>	# <u>0.00</u>	# <u>0.00</u>	# <u>0.00</u>	# <u>0.00</u>
		UU <u>2</u>	UU <u>0</u>	UU <u>0</u>	UU <u>0</u>	UU <u>0</u>

\*\*Total Minority includes Blacks, Hispanics, Asian/Pacific Islanders, and Am. Ind./Al. Natives.

**FALL, 2012**

**CUNY OFFICE/SECRETARIAL ASSISTANT**

Secretarial and Clerical

**CUNY OFFICE/SECRETARIAL ASSISTANT:**

CUNY Office Assistant /Secretarial Assistant (all levels)

CUNY Secretarial Assistant (all levels)

EOC Office Assistant

<u>SOURCE</u>	<u>WEIGHTING</u>
Factor 1: 2000 U.S. Census, NY, NJ, CT, PA - CMSA, Secretaries, and Administrative Assistants (570); Word Processors and Typists (582); and Office Administrative Support Workers, all other (593).	1.0

	<u>**Total</u>	<u>Black or</u>	<u>Hispanic</u>	<u>Asian or</u>
	<u>Minority</u>	<u>African</u>	<u>or Latino</u>	<u>Nat. Haw. or</u>
<u>Female</u>		<u>American</u>		<u>Other Pac.</u>
				<u>Isl.</u>
<b>92.8</b>	<b>31.8</b>	<b>14.7</b>	<b>13.0</b>	<b>3.6</b>

\*\*Total Minority includes Black or African American, Hispanic or Latino, Asian or Nat. Haw. or Other Pac. Isl., and Am. Ind./Al. Natives and Two or More Races.

# UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **Borough of Manhattan Community College**

Semester/Year: **FALL, 2012**

AFFIRMATIVE ACTION UNIT: CAMPUS PEACE/SECURITY OFFICER LEVEL 1		Constituent Departments:				
EEO CATEGORY: Service/Maintenance		Job Titles: Campus Peace/Security Officer Level 1 Campus Security Assistant				
JOB GROUP: CAMPUS PEACE/SECURITY OFFICER LEVEL 1						
FACTORS:	Weighting	Females	**Total Minority	Black or African American	Hispanic or Latino	Asian or Nat. Haw. or Other Pac. Isl.
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	23.7	66.1	40.2	22.0	3.5
2. % of Minorities/Females promotable, transferable, or trainable						
GROUP TOTAL NO.: <u>55</u> No. Male: <u>41</u> No. Female: <u>14</u>						
		Females	**Total Minority	Black or African American	Hispanic or Latino	Asian or Nat. Haw. or Other Pac. Isl.
CURRENT UTILIZATION:		# <u>14</u> % <u>25.5</u>	# <u>50</u> % <u>90.9</u>	# <u>34</u> % <u>61.8</u>	# <u>5</u> % <u>9.1</u>	# <u>11</u> % <u>20.0</u>
OVERALL AVAILABILITY:		% <u>23.7</u>	% <u>66.1</u>	% <u>40.2</u>	% <u>22.0</u>	% <u>3.5</u>
UNDERUTILIZATION:		% <u>NONE</u> # <u>0.00</u> UU <u>0</u>	% <u>NONE</u> # <u>0.00</u> UU <u>0</u>	% <u>NONE</u> # <u>0.00</u> UU <u>0</u>	% <u>12.9</u> # <u>7.10</u> UU <u>7</u>	% <u>NONE</u> # <u>0.00</u> UU <u>0</u>

\*\*Total Minority includes Black or African American, Hispanic or Latino, Asian or Nat. Haw. or Other Pac. Isl., and Am. Ind./Al. Natives and Two or More Races.



**FALL, 2012**

**CAMPUS PEACE/SECURITY OFFICER LEVEL 1**

Service/Maintenance

**CAMPUS PEACE/  
SECURITY OFFICER LEVEL 1:**

Campus Peace/Security Officer Level 1  
Campus Security Assistant

**SOURCE**

**WEIGHTING**

Factor 1: 2000 U.S. Census EEO Occupation Groups - Residence Geography, New York City -  
Protective Services Workers.

**1.0**

<u>Female</u>	<u>**Total Minority</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>
<b><u>23.7</u></b>	<b><u>66.1</u></b>	<b><u>40.2</u></b>	<b><u>22.0</u></b>	<b><u>3.5</u></b>

\*\*Total Minority includes Black or African American, Hispanic or Latino, Asian or Nat. Haw. or Other Pac. Isl., and Am. Ind./Al. Natives and Two or More Races

# UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **Borough of Manhattan Community College**  
Semester/Year: **FALL, 2012**

AFFIRMATIVE ACTION UNIT: CAMPUS PUBLIC SAFETY SERGEANT		Constituent Departments:				
EEO CATEGORY:  Service/Maintenance		Job Titles: Campus Public Safety Sergeant Campus Peace/Security Officer Level 3 Campus Security Specialist/ Assistant Director				
JOB GROUP:  CAMPUS PUBLIC SAFETY SERGEANT						
FACTORS:	Weighting	Females	**Total Minority	Black or African American	Hispanic or Latino	Asian or Nat. Haw. or Other Pac. Isl.
1. % availability of Minorities/Females with requisite skills in immediate labor areas.						
2. % of Minorities/Females promotable, transferable, or trainable	1.00	23.6	88.7	56.1	24.3	7.8
GROUP TOTAL NO.: <u>10</u> No. Male: <u>8</u> No. Female: <u>2</u>						
		Females	**Total Minority	Black or African American	Hispanic or Latino	Asian or Nat. Haw. or Other Pac. Isl.
CURRENT UTILIZATION:	# <u>2</u> % <u>20.0</u>	# <u>9</u> % <u>90.0</u>	# <u>6</u> % <u>60.0</u>	# <u>3</u> % <u>30.0</u>	# <u>0</u> % <u>0.0</u>	
OVERALL AVAILABILITY:	% <u>23.6</u>	% <u>88.7</u>	% <u>56.1</u>	% <u>24.3</u>	% <u>7.8</u>	
UNDERUTILIZATION:	% <u>3.6</u> # <u>0.36</u> UU <u>0</u>	% <u>NONE</u> # <u>0.00</u> UU <u>0</u>	% <u>NONE</u> # <u>0.00</u> UU <u>0</u>	% <u>NONE</u> # <u>0.00</u> UU <u>0</u>	% <u>7.8</u> # <u>0.78</u> UU <u>1</u>	

\*\*Total Minority includes Black or African American, Hispanic or Latino, Asian or Nat. Haw. or Other Pac. Isl., and Am. Ind./Al. Natives and Two or More Races

**FALL, 2012**

**CAMPUS PUBLIC SAFETY SERGEANT**

formerly - Campus Peace/Security Officer Level 3  
Service/Maintenance

**CAMPUS PUBLIC SAFETY SERGEANT**

Campus Public Safety Sergeant  
Campus Peace/Security Officer Level 3  
Campus Security Specialist/ Assistant Director

**SOURCE**

Factor 1: N/A  
Factor 2: CUNY Permanent Campus Peace Officer Level 1 and 2

**WEIGHTING**

0.0  
1.0

Factor 2: CUNY Permanent Campus Peace Officer Level 1 and 2 with a selected Date of Appointment to Title closely approximates those candidates eligible to apply for the exam. The Campus Public Safety Sergeant list was established on November 12, 2008 from the test given on August 23, 2008, therefore, those from the Spring 2008 CUPS miniflat file was used to select those eligible to take the exam. Source: miniflat file April 15, 2008.

	<u>**Total</u>	<u>Black or</u>	<u>Hispanic</u>	<u>Asian or</u>
<u>Female</u>	<u>Minority</u>	<u>African</u>	<u>or Latino</u>	<u>Nat. Haw.</u>
		<u>American</u>		<u>or Other</u>
				<u>Pac. Isl.</u>
<u>23.6</u>	<u>88.7</u>	<u>56.1</u>	<u>24.3</u>	<u>7.8</u>

\*\*Total Minority includes Black or African American, Hispanic or Latino, Asian or Nat. Haw. or Other Pac. Isl., and Am. Ind./Al. Natives and Two or More Races



# UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **Borough of Manhattan Community College**  
Semester/Year: **FALL, 2012**

AFFIRMATIVE ACTION UNIT: CUSTODIAL ASSISTANT		Constituent Departments:				
EEO CATEGORY: Service/Maintenance		Job Titles: Custodial Assistant				
JOB GROUP: CUSTODIAL ASSISTANT						
FACTORS:	Weighting	Females	**Total Minority	Black or African American	Hispanic or Latino	Asian or Nat. Haw. or Other Pac. Isl.
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	23.1	63.2	20.5	39.8	2.5
2. % of Minorities/Females promotable, transferable, or trainable						
GROUP TOTAL NO.: <u>41</u> No. Male: <u>31</u> No. Female: <u>10</u>						
		Females	** Total Minority	Black or African American	Hispanics or Latino	Asian or Nat. Haw. or Other Pac. Isl.
CURRENT UTILIZATION:		# <u>10</u> % <u>24.4</u>	# <u>39</u> % <u>95.1</u>	# <u>15</u> % <u>36.6</u>	# <u>22</u> % <u>53.7</u>	# <u>2</u> % <u>4.9</u>
OVERALL AVAILABILITY:		% <u>23.1</u>	% <u>63.2</u>	% <u>20.5</u>	% <u>39.8</u>	% <u>2.5</u>
UNDERUTILIZATION:		% <u>NONE</u> # <u>0.00</u> UU <u>0</u>	% <u>NONE</u> # <u>0.00</u> UU <u>0</u>	% <u>NONE</u> # <u>0.00</u> UU <u>0</u>	% <u>NONE</u> # <u>0.00</u> UU <u>0</u>	% <u>NONE</u> # <u>0.00</u> UU <u>0</u>

\*\*Total Minority includes Black or African American, Hispanic or Latino, Asian or Nat. Haw. or Other Pac. Isl., and Am. Ind./Al. Natives and Two or More Races.

**FALL, 2012**

**CUSTODIAL ASSISTANT**

Service/Maintenance

**CUSTODIAL ASSISTANT:**

Custodial Assistant

**SOURCE**

**WEIGHTING**

Factor 1: 2000 U.S. Census, NY, NJ, CT, PA - CMSA, "Janitors and Building Cleaners" (422)

1.0

	<u>** Total</u>	<u>Black or</u>		<u>Asian or Nat.</u>
	<u>Minority</u>	<u>African</u>	<u>Hispanic</u>	<u>Haw. or Other</u>
<u>Female</u>		<u>American</u>	<u>or Latino</u>	<u>Pac. Isl.</u>
<u>23.1</u>	<u>63.2</u>	<u>20.5</u>	<u>39.8</u>	<u>2.5</u>

\*\*Total Minority includes Black or African American, Hispanic or Latino, Asian or Nat. Haw. or Other Pac. Isl., and Am. Ind./Al. Natives and Two or More Races

# UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **Borough of Manhattan Community College**

Semester/Year: **FALL, 2012**

AFFIRMATIVE ACTION UNIT: CUSTODIAL SUPERVISORY		Constituent Departments:				
EEO CATEGORY: Service/Maintenance		Job Titles:  Custodial Assistant Principal Supervisor Custodial Senior Supervisor Custodial Supervisor				
JOB GROUP: CUSTODIAL SUPERVISORY						
FACTORS:	Weighting	Females	**Total Minority	Black or African American	Hispanic or Latino	Asian or Nat. Haw. or Other Pac. Isl.
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	28.6	53.9	18.8	32.8	2.1
2. % of Minorities/Females promotable, transferable, or trainable.						
GROUP TOTAL NO.: <u>7</u> No. Male: <u>5</u> No. Female: <u>2</u>						
		Females	**Total Minority	Black or African American	Hispanic or Latino	Asian or Nat. Haw. or Other Pac. Isl.
CURRENT UTILIZATION:	# <u>2</u> % <u>28.6</u>	# <u>7</u> % <u>100.0</u>	# <u>6</u> % <u>85.7</u>	# <u>1</u> % <u>14.3</u>	# <u>0</u> % <u>0.0</u>	
OVERALL AVAILABILITY:	% <u>28.6</u>	% <u>53.9</u>	% <u>18.8</u>	% <u>32.8</u>	% <u>2.1</u>	
UNDERUTILIZATION:	% <u>NONE</u> # <u>0.00</u> UU <u>0</u>	% <u>NONE</u> # <u>0.00</u> UU <u>0</u>	% <u>NONE</u> # <u>0.00</u> UU <u>0</u>	% <u>18.5</u> # <u>1.30</u> UU <u>1</u>	% <u>2.1</u> # <u>0.15</u> UU <u>0</u>	

\*\*Total Minority includes Black or African American, Hispanic or Latino, Asian or Nat. Haw. or Other Pac. Isl., and Am. Ind./Al. Natives and Two or More Races



**FALL, 2012**

**CUSTODIAL SUPERVISORY**

Service/Maintenance

**CUSTODIAL  
SUPERVISORY:**

Custodial Assistant Principal Supervisor  
Custodial Senior Supervisor  
Custodial Supervisor

**SOURCE**

Factor 1: 2000 U.S. Census, NY, NJ, CT, PA - CMSA, "First Line Supervisors/Managers of Housekeeping/Janitorial Workers (420)

**WEIGHTING**

1.0

Factor 1: 2000 U.S. Census, NY, NJ, CT, PA - CMSA, "First Line Supervisors/Managers of Housekeeping/Janitorial Workers (420)

	<u>**Total</u>	<u>Black or</u>	<u>Hispanic</u>	<u>Asian or Nat.</u>
<u>Female</u>	<u>Minority</u>	<u>African</u>	<u>or Latino</u>	<u>Haw. or Other</u>
		<u>American</u>		<u>Pac. Isl.</u>
<b><u>28.6</u></b>	<b><u>53.9</u></b>	<b><u>18.8</u></b>	<b><u>32.8</u></b>	<b><u>2.1</u></b>

\*\*Total Minority includes Black or African American, Hispanic or Latino, Asian or Nat. Haw. or Other Pac. Isl., and Am. Ind./Al. Natives and Two or More Races

# UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **Borough of Manhattan Community College**  
Semester/Year: **FALL, 2012**

AFFIRMATIVE ACTION UNIT: SKILLED TRADES/CRAFTS		Constituent Departments:				
EEO CATEGORY: Skilled Crafts		Job Titles: Carpenter Laborer Electrician Electrician's Helper Locksmith Maintenance Worker Oiler Painter Plumber Plumber Helper Thermostat Repairer Stationary Engineer				
JOB GROUP: SKILLED TRADES/CRAFTS						
FACTORS:	Weighting	Females	**Total Minority	Black or African American	Hispanic or Latino	Asian or Nat. Haw. or Other Pac. Isl.
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	2.7	36.2	11.3	20.9	3.6
2. % of Minorities/Females promotable, transferable, or trainable						
GROUP TOTAL NO.: <u>43</u> No. Male: <u>43</u> No. Female: <u>0</u>		If Group Total is 4 or less, then Job Group is too small to analyze				
		Females	**Total Minority	Black or African American	Hispanic or Latino	Asian or Nat. Haw. or Other Pac. Isl.
CURRENT UTILIZATION:	# <u>0</u> % <u>0.0</u>	# <u>14</u> % <u>32.6</u>	# <u>6</u> % <u>14.0</u>	# <u>6</u> % <u>14.0</u>	# <u>2</u> % <u>4.7</u>	
OVERALL AVAILABILITY:	% <u>2.7</u>	% <u>36.2</u>	% <u>11.3</u>	% <u>20.9</u>	% <u>3.6</u>	
UNDERUTILIZATION:	% <u>2.7</u> # <u>1.16</u> UU <u>1</u>	% <u>3.6</u> # <u>1.56</u> UU <u>2</u>	% <u>NONE</u> # <u>0.00</u> UU <u>0</u>	% <u>6.9</u> # <u>2.97</u> UU <u>3</u>	% <u>NONE</u> # <u>0.00</u> UU <u>0</u>	

\*\*Total Minority includes Black or African American, Hispanic or Latino, Asian or Nat. Haw. or Other Pac. Isl., and Am. Ind./Al. Natives and Two or More Races.

**SKILLED TRADES/CRAFTS**

Skilled Crafts

**SKILLED  
TRADES/CRAFTS:**

Carpenter	Oiler
Laborer	Painter
Electrician	Plumber
Electrician's Helper	Plumber Helper
Locksmith	Thermostat Repairer
Maintenance Worker	Stationary Engineer

**SOURCE**

Factor 1: 2000 U.S. Census, NY, NJ, CT, PA - CMSA (selected occupations).

**WEIGHTING**

1.0

Factor 1: 2000 U.S. Census, NY, NJ, CT, PA - CMSA, "Stationary Engineer & Boiler Operator" (861), "Carpenters" (623), "Electricians" (635), "Painters, Construction Maintenance" (642), "Plumber" (644), "Machinist" (803), "Construction Manager" (22), Automotive Service Technicians & Mechanics" (720), "Elevator Installer & Repairer" (670), "Roofer" (651), "Cement Mason, Concrete Finishers & Terrazzo Worker" (625), "Locksmith" (754), "Plasters and Stucco Mason" (646), "Laborer" (626), "Maintenance and Repairer Workers, General" (734), and "Maintenance Workers, Machinery" (735).

<u>Female</u>	<u>**Total Minority</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>
<b><u>2.7</u></b>	<b><u>36.2</u></b>	<b><u>11.3</u></b>	<b><u>20.9</u></b>	<b><u>3.6</u></b>

\*\*Total Minority includes Black or African American, Hispanic or Latino, Asian or Nat. Haw. or Other Pac. Isl., and Am. Ind./Al. Natives and Two or More Races.



**C. COMPARING INCUMBENCY TO  
AVAILABILITY AND ANNUAL PLACEMENT  
GOALS**

## Comparing Incumbency to Availability and Annual Placement Goals

\*Note - If the AAU / Job Group has UU for a specific protected minority group, indicate the ethnic category and number in parenthesis.

Affirmative Action Units (within EEO6 Category)	Female Incumbency %	Female Availability %	Establish Goal? Yes/No	If Yes, Goal for Females % (#)	Minority Incumbency %	Minority Availability %	Establish Goal? Yes/No	If Yes, Goal for Minorities* % (#)
<b>1. EXECUTIVE/ADMINISTRATIVE/MANAGERIAL</b>								
Administration I	33.3%	47.1%	Yes	47.1% (2)	73.3%	24.9%	No	
Administration II	55.0%	57.1%	Yes	57.1% (1)	50.0%	36.6%	No	
<b>2A. FACULTY/PROFESSORIAL</b>								
Accounting	21.4%	41.5%	yes	45.1% (3)	57.1%	27.5%	No	
Allied Health	40.0%	74.6%	yes	74.6% (2)	0.0%	15.7%	yes	Total Min. 15.7% (1)
Computer Information Systems	35.7%	21.3%	No		57.1%	21.5%	yes	AA 4.4% (1)
Counseling	55.6%	72.9%	yes	72.9% (2)	66.7%	20.6%	yes	A/P 6.3% (1)
English	58.1%	63.3%	yes	63.3% (2)	12.0%	27.9%	yes	A/P 5.7% (1)
Modern Language	61.1%	60.2%	No		55.6%	22.9%	yes	AA 3.3% (1)
Science	37.5%	31.5%	No		31.3%	17.2%	yes	AA 3.3% (1)
Speech	85.7%	48.8%	No		7.1%	15.3%	Yes	total Min. 15.3% (1)
<b>2B. FACULTY/INSTRUCTOR</b>								
Social Science	42.9%	54.4%	Yes	54.4%	57.1%	31.6%	Yes	H/L 5.7% (1)
Speech	33.3%	59.9%	Yes	59% (2)	0.0%	22.4%	Yes	(1), A/P 10.6% (1)
<b>2C. FACULTY: LECTURER</b>								
Speech	62.5%	61.3%	No		62.5%	20.7%	Yes	H/L 7.2% (1) Asian 6.8% (1)
EOC	61.5%	68.6%	Yes	68.6% (1)	84.6%	19.9%	Yes	A/P 4.8% (1)

## Comparing Incumbency to Availability and Annual Placement Goals

\*Note - If the AAU / Job Group has UU for a specific protected minority group, indicate the ethnic category and number in parenthesis.

Affirmative Action Units (within EEO6 Category)	Female Incumbency %	Female Availability %	Establish Goal? Yes/No	If Yes, Goal for Females % (#)	Minority Incumbency %	Minority Availability %	Establish Goal? Yes/No	If Yes, Goal for Minorities* % (#)
<b>3. PROFESSIONAL/NON FACULTY</b>								
<b>4. SECRETARIAL/CLERICAL</b>								
Cuny Office/Secretarial Assist	90.4%	92.8%	Yes	92.8% (2)	89.0%	31.8%	No	
Cuny Administrative Assistant	90.9%	93.6%	NO		81.8%	67.2%	Yes	H/L 23.7% (1)
<b>5. TECHNICAL/PARA PROFESSIONAL</b>								
Computer Specialists	11.8%	29.6%	Yes	29.6% (6)	88.2%	36.3%	No	
<b>6. SKILLED CRAFTS</b>								
Skilled Crafts	0.0%	2.7%	Yes	2.7% (1)	31.6%	36.2%	Yes	36.2% (2) H/L 20.9% (3)
<b>7. SERVICE MAINTENANCE</b>								
Campus Public Safety Sergeant	20.0%	23.6%	No		70.0%	56.1%	No	A/P 7.8% (1)
Custodial Supervisory	33.3%	28.6%	No		100.0%	53.9%	No	H/L 32.8% (1)
Campus Peace Officer	25.5%	23.7%	No		90.9%	66.1%	No	HL 22.0% (7)



**D. PROGRESS REPORT - HISTORICAL  
UNDERUTILIZATION 2008- 2012**

PROGRESS REPORT - HISTORICAL UNDERUTILIZATION  
FALL 2008 - 2012

This form is to be used if there have been NO changes in the Affirmative Action of Constituent Departments from 2008 - 2012

College Departmental Groups

				TOTAL	WOMEN		TOTAL	BLACK		HISPANIC	ASIAN/ PAC.ISL.
				#	#	UU	#	#	UU	#	UU
AAU:	Business & Commerce										
JOB GROUP:	Non-Professorial/Lecturer		2008								
Constituent Dept.	Business Management		2009								
	Job group too small to analyze in 2008 - 2009		2010	5	3	0	5	3	0	1	0
	Lecturer		2011	5	3	0	5	3	0	1	0
			2012	5	3	0	5	3	0	1	0

				TOTAL	WOMEN		TOTAL	BLACK		HISPANIC	ASIAN/ PAC.ISL.
				#	#	UU	#	#	UU	#	UU
AAU:	Business & Commerce										
JOB GROUP:	Professorial		2008	15	7	0	8	4	0	2	0
Constituent Dept.	Business Management		2009	15	7	0	8	4	0	2	0
			2010	14	7	0	7	3	0	2	0
			2011	15	8	0	8	3	0	2	0
			2012	16	9	0	9	4	0	2	0

				TOTAL	WOMEN		TOTAL	BLACK		HISPANIC	ASIAN/ PAC.ISL.
				#	#	UU	#	#	UU	#	UU
AAU:	English & English Literature										
JOB GROUP:	Non-Professorial/Instructor		2008	6	3	1	2	0	0	1	0
Constituent Dept.	English		2009								
	Job group too small to analyze in 2009 - 2011		2010								
			2011								
			2012	6	5	0	3	3	0	0	0

				TOTAL	WOMEN		TOTAL	BLACK		HISPANIC	ASIAN/ PAC.ISL.
				#	#	UU	#	#	UU	#	UU
AAU:	English & English Literature										
JOB GROUP:	Non-Professorial/Lecturer		2008								
Constituent Dept.	English		2009	5	4	0	4	3	0	0	0
	Job group too small to analyze in 2008		2010	10	8	0	4	2	0	1	0
			2011	8	7	0	3	1	0	1	0
			2012	8	7	0	3	1	0	1	0

				TOTAL	WOMEN		TOTAL	BLACK		HISPANIC	ASIAN/ PAC.ISL.
				#	#	UU	#	#	UU	#	UU
AAU:	English & English Literature										
JOB GROUP:	Non-Professorial/Lecturer		2008								
Constituent Dept.	EOC		2009	12	9	0	11	9	0	2	0
	Job group too small to analyze in 2008		2010	13	9	0	11	9	0	2	0
			2011	13	9	0	11	9	0	2	0
			2012	13	8	1	11	9	0	2	0

				TOTAL	WOMEN		TOTAL	BLACK		HISPANIC	ASIAN/ PAC.ISL.
				#	#	UU	#	#	UU	#	UU
AAU:	Health Professions										
JOB GROUP:	Professorial		2008	7	2	3	1	1	0	0	0
Constituent Dept.	Allied Health Sciences		2009	10	4	4	3	3	0	0	0
	Health Education		2010	9	4	3	2	2	0	0	0
			2011	10	5	0	3	2	0	0	0
			2012	11	6	2	3	2	0	1	0

				TOTAL	WOMEN		TOTAL	BLACK		HISPANIC	ASIAN/ PAC.ISL.
				#	#	UU	#	#	UU	#	UU
AAU:	Library										
JOB GROUP:	Professorial		2008	9	5	1	4	1	0	1	0
Constituent Dept.	Library		2009	10	6	1	5	1	1	1	0
			2010	12	8	0	6	2	0	1	0
			2011	12	8	0	6	2	0	1	0
			2012	11	7	0	6	2	0	1	0

PROGRESS REPORT - HISTORICAL UNDERUTILIZATION  
FALL 2008 - 2012

This form is to be used if there have been NO changes in the Affirmative Action of Constituent Departments from 2008 - 2012

AAU: Mathematics & Computer Science	JOB GROUP: Non-Professorial/Instructor	Constituent Dept: Mathematics		2008	TOTAL	WOMEN	TOTAL MINORITY	BLACK	HISPANIC	ASIAN/ PAC.ISL.
					#	# uu	# uu	# uu	# uu	# uu
				2008	8	2 1	3 0	2 0	1 0	0 1
				2009	5	1 1	1 0	1 0	0 0	0 1
			Job group too small to analyze in 2010 & 2011	2010						
				2011						
				2012	5	3 0	3 0	1 0	0 0	2 0

AAU: Mathematics & Computer Science	JOB GROUP: Non-Professorial/Lecturer	Constituent Dept: Mathematics		2008	TOTAL	WOMEN	TOTAL MINORITY	BLACK	HISPANIC	ASIAN/ PAC.ISL.
					#	# uu	# uu	# uu	# uu	# uu
				2008	8	3 1	8 0	7 0	1 0	0 1
				2009	9	4 0	8 0	7 0	1 0	0 1
				2010	13	5 0	10 0	8 0	1 0	1 0
				2011	13	5 1	10 0	8 0	1 0	1 0
				2012	14	7 0	11 0	8 0	0 0	2 0

AAU: Education	JOB GROUP: Professorial	Constituent Dept: Teacher Education		2008	TOTAL	WOMEN	TOTAL MINORITY	BLACK	HISPANIC	ASIAN/ PAC.ISL.
					#	# uu	# uu	# uu	# uu	# uu
				2008	5	3 0	3 0	1 0	1 0	1 0
				2009	6	4 0	5 0	3 0	1 0	1 0
			Job group too small to analyze in 2007	2010	6	4 0	4 0	1 0	1 0	2 0
				2011	7	5 0	3 0	1 0	1 0	1 0
				2012	8	6 0	4 0	1 0	1 0	2 0

AAU: Fine Applied Arts & Media	JOB GROUP: Non-Professorial/Lecturer	Constituent Dept: Speech, Communications & Theatre Arts		2008	TOTAL	WOMEN	TOTAL MINORITY	BLACK	HISPANIC	ASIAN/ PAC.ISL.
					#	# uu	# uu	# uu	# uu	# uu
				2008	5	2 1	4 0	4 0	0 0	0 0
				2009	5	2 1	4 0	4 0	0 0	0 0
				2010	6	3 1	4 0	4 0	0 0	0 0
				2011	8	5 1	5 0	5 0	0 0	0 0
				2012	8	5 0	5 0	5 0	0 1	0 1

College Administration and Staff

AAU: Administration	JOB GROUP: Administration I	Constituent Dept: President, Senior Vice President, Vice President, Assistant Vice President, Dean, Associate Dean, Administrator, Assistant Administrator		2008	TOTAL	WOMEN	TOTAL MINORITY	BLACK	HISPANIC	ASIAN/ PAC.ISL.
					#	# uu	# uu	# uu	# uu	# uu
				2008	14	4 3	10 0	5 0	3 0	2 0
				2009	14	5 2	10 0	5 0	3 0	2 0
				2010	15	5 2	10 0	5 0	3 0	2 0
				2011	14	4 3	10 0	5 0	3 0	2 0
				2012	15	5 2	11 0	5 0	3 0	3 0

AAU: Administration	JOB GROUP: Administration II	Constituent Dept: Higher Education Officer (HEO), Higher Education Associate (HEA), EOC Higher Education Officer/ EOC Higher Education Associate		2008	TOTAL	WOMEN	TOTAL MINORITY	BLACK	HISPANIC	ASIAN/ PAC.ISL.
					#	# uu	# uu	# uu	# uu	# uu
				2008	54	27 3	33 0	16 0	7 0	10 0
				2009	52	28 2	27 0	12 0	6 0	9 0
				2010	57	33 0	20 0	14 0	6 0	9 0
				2011	55	31 0	28 0	13 0	5 1	10 0
				2012	60	33 1	30 0	14 0	6 2	10 0

AAU: Administration	JOB GROUP: Administration III	Constituent Dept: Higher Education Assistant (HEA), EOC Higher Education Assistant (HEA), Assistant to HEO (aHEO), EOC Assistant to HEO (aHEO), * EOC Higher Education Officer and EOC Higher Education Associate was included in this category from 2008-2011		2008	TOTAL	WOMEN	MINORITY	BLACK	HISPANIC	PAC.ISL.
					#	# uu	# uu	# uu	# uu	# uu
				2008	86	61 0	68 0	39 0	20 0	9 0
				2009	90	63 0	74 0	41 0	23 0	10 0
				2010	101	70 0	82 0	44 0	26 0	12 0
				2011	99	69 0	79 0	43 0	27 0	9 0
				2012	106	73 0	83 0	48 0	23 0	12 0



PROGRESS REPORT - HISTORICAL UNDERUTILIZATION  
FALL 2008 - 2012

This form is to be used if there have been NO changes in the Affirmative Action of Constituent Departments from 2008 - 2012

AAU: Administration			TOTAL	WOMEN		TOTAL MINORITY	BLACK		HISPANIC		ASIAN/ PAC.ISL.		
			#	#	UU	#	UU	#	UU	#	UU	#	UU
JOB GROUP:	Administration IV	2008	33	10	3	24	0	12	0	8	0	3	2
Constituent Dept.	Senior College Lab Technician (SCLT)	2009	32	9	3	24	0	11	0	9	0	3	2
	College Lab Technician (CLT)	2010	36	11	0	26	0	12	0	9	0	4	1
		2011	29	9	0	20	0	9	0	8	0	3	1
		2012	36	10	0	25	0	12	0	8	0	5	0
AAU: Campus Peace/Security Officer			TOTAL	WOMEN		TOTAL MINORITY	BLACK		HISPANIC		ASIAN/ PAC.ISL.		
			#	#	UU	#	UU	#	UU	#	UU	#	UU
JOB GROUP:	Campus Peace/Security Officer Level 1, Campus Security Assistant	2008	30	11	0	26	0	18	0	7	0	1	0
Constituent Dept.		2009	32	11	0	27	0	18	0	5	2	4	0
		2010	32	9	0	25	0	16	0	5	2	4	0
		2011	32	9	0	27	0	16	0	5	2	6	0
		2012	55	14	0	50	0	34	0	5	7	11	0
AAU: Campus Peace/Security Officer			TOTAL	WOMEN		TOTAL MINORITY	BLACK		HISPANIC		ASIAN/ PAC.ISL.		
			#	#	UU	#	UU	#	UU	#	UU	#	UU
JOB GROUP:	Campus Peace/Security Officer Level 2	2008											
Constituent Dept.		2009											
	Job group too small to analyze in 2008, 2009, 2011 & 2012	2010	5	2	0	5	0	5	0	0	1	0	0
		2011											
		2012											
AAU: Campus Public Safety Sergeant			TOTAL	WOMEN		TOTAL MINORITY	BLACK		HISPANIC		ASIAN/ PAC.ISL.		
			#	#	UU	#	UU	#	UU	#	UU	#	UU
JOB GROUP:	Campus Public Safety Sergeant	2008	7	1	0	7	0	3	1	4	0	0	0
Constituent Dept.	College Security Specialist	2009	7	1	1	7	0	3	1	4	0	0	1
		2010	7	2	0	7	0	4	0	3	0	0	1
		2011	8	2	0	8	0	5	0	3	0	0	1
		2012	10	2	0	9	0	6	0	3	0	0	1
AAU: Accountant			TOTAL	WOMEN		TOTAL MINORITY	BLACK		HISPANIC		ASIAN/ PAC.ISL.		
			#	#	UU	#	UU	#	UU	#	UU	#	UU
JOB GROUP:	College Accounting Assistant	2008	14	11	0	12	0	2	0	5	0	5	0
Constituent Dept.	Assistant Purchasing Agent	2009	14	11	0	12	0	3	0	4	0	5	0
	College Accounting Assistant	2010	16	13	0	14	0	5	0	4	0	5	0
		2011	15	12	0	13	0	5	0	3	0	5	0
		2012	15	12	0	13	0	5	0	3	0	5	0
AAU: Computer Specialists			TOTAL	WOMEN		TOTAL MINORITY	BLACK		HISPANIC		ASIAN/ PAC.ISL.		
			#	#	UU	#	UU	#	UU	#	UU	#	UU
JOB GROUP:	Computer Specialists	2008	17	1	4	14	0	4	0	4	0	6	0
Constituent Dept.	IT Senior Associate	2009	34	3	7	29	0	11	0	8	0	9	0
	IT Associate	2010	37	6	5	34	0	13	0	10	0	10	0
	IT Assistant	2011	36	6	5	31	0	12	0	9	0	11	0
	IT Support Assistant	2012	34	4	6	30	0	12	0	6	0	12	0
AAU: Secretarial and Clerical			TOTAL	WOMEN		TOTAL MINORITY	BLACK		HISPANIC		ASIAN/ PAC.ISL.		
			#	#	UU	#	UU	#	UU	#	UU	#	UU
JOB GROUP:	CUNY Administrative Assistant	2008	12	11	0	9	0	7	0	1	2	1	0
Constituent Dept.	CUNY Administrative Assistant	2009	11	10	1	8	0	6	0	1	2	1	0
	EOC Administrative Assistants	2010	12	12	0	9	0	7	0	1	2	1	0
		2011	12	11	0	10	0	8	0	1	2	1	0
		2012	11	10	0	9	0	6	0	2	1	1	0

PROGRESS REPORT - HISTORICAL UNDERUTILIZATION  
FALL 2008 - 2012

This form is to be used if there have been NO changes in the Affirmative Action of Constituent Departments from 2008 - 2012

		TOTAL	WOMEN		TOTAL MINORITY	BLACK		HISPANIC		ASIAN/ PAC.ISL.			
		#	#	UU	#	UU	#	UU	#	UU	#	UU	
AAU:	Secretarial and Clerical												
JOB GROUP:	CUNY Office/Secretarial Assistant	2008	79	70	3	71	0	37	0	30	0	4	0
Constituent Dept.	CUNY Secretarial Assistant, CUNY Office Assistant,	2009	72	64	3	65	0	34	0	29	0	2	1
	EOC Office Assistant	2010	84	77	1	70	0	34	0	33	0	3	0
		2011	73	66	2	62	0	28	0	31	0	3	0
		2012	73	66	2	65	0	32	0	30	0	3	0

			TOTAL	WOMEN		TOTAL MINORITY	BLACK	HISPANIC	ASIAN/ PAC.ISL.				
			#	#	uu	#	uu	#	uu	#	uu		
AAU:	Custodial												
JOB GROUP:	Custodial Assistant	2008	44	11	0	41	0	21	0	16	2	4	0
Constituent Dept.	Custodial Assistant	2009	42	11	0	40	0	17	0	19	0	4	0
		2010	43	11	0	41	0	18	0	19	0	4	0
		2011	37	9	0	36	0	15	0	18	0	3	0
		2012	41	10	0	39	0	15	0	22	0	2	0

			TOTAL	WOMEN		TOTAL MINORITY	BLACK		HISPANIC		ASIAN/ PAC.ISL.			
			#	#	UU	#	UU	#	UU	#	UU			
AAU:	Custodial													
JOB GROUP:	Senior Custodial Supervisor		2008	7	1	1	7	0	5	0	2	0	0	0
Constituent Dept.	Senior Custodial Supervisor		2009	8	2	0	8	0	5	0	3	0	0	0
	Assistant Principal Custodial Supervisor		2010	8	2	0	8	0	5	0	3	0	0	0
	Custodial Supervisor (CUNY)		2011	5	2	0	5	0	4	0	1	1	0	0
			2012	7	2	0	7	0	6	0	1	1	0	0

			TOTAL	WOMEN		TOTAL MINORITY	BLACK		HISPANIC		ASIAN/ PAC.ISL.	
			#	#	UU	#	UU	#	UU	#	UU	
AAU:	Mail/Message Services Worker											
JOB GROUP:	Mail/Message Services Worker		2008									
Constituent Dept.	Mail/Message Services Worker		2009	5	0	2	5	0	2	0	1	0
	EOC Mail/Message Services Worker		2010	5	0	2	5	0	2	0	1	0
	Job group too small to analyze in 2008 & 2012		2011	5	0	2	5	0	2	0	1	0
			2012									

		TOTAL	WOMEN		TOTAL MINORITY	BLACK		HISPANIC		ASIAN/ PAC.ISL.	
		#	#	UU	#	UU	#	UU	#	UU	
AAU:	Skilled Trades/Crafts										
JOB GROUP:	Skilled Trades/Crafts	2008	38	0	1	14	0	7	0	4	3
Constituent Dept.	Carpenter, Locksmith, Laborer, Electrician, Electrician's Helper	2009	39	0	1	13	1	7	0	4	2
	Elevator Mechanic, Maintenance Worker, Oiler, Painter, Plumber	2010	38	0	1	12	2	7	0	3	5
	Plumber Helper, Stationary Engineer	2011	35	0	1	10	3	4	0	4	3
		2012	43	0	1	14	2	6	0	6	2

# = Total number of individuals within unit	AAU = Affirmative Action Unit	UU = Underutilization	Constituent Departments = List all Departments in AAU.
JOB GROUP = Professional/Non-Professional / Administration / Classified Staff			



**PROGRESS REPORT - HISTORICAL UNDERUTILIZATION  
FALL, 2008 - 2012**

AFFIRMATIVE ACTION UNIT (AAU):

Business & Commerce

2008			2009			2010			2011			2012		
AAU:	Business & Commerce		AAU:	Business & Commerce		AAU:	Business & Commerce		AAU:	Business & Commerce		AAU:	Business & Commerce	
JOB GROUP:	Professorial		JOB GROUP:	Professorial		JOB GROUP:	Professorial		JOB GROUP:	Professorial		JOB GROUP:	Professorial	
Constituent Dept:	Accounting		Constituent Dept:	Accounting		Constituent Dept:	Accounting		Constituent Dept:	Accounting		Constituent Dept:	Accounting	
(list depts.)			(list depts.)			(list depts.)			(list depts.)			(list depts.)		
										</				



AFFIRMATIVE ACTION UNIT (AAU): Mathematics & Computer Science

# = Total number of individuals within unit  
 UU = Underutilization  
 JOB GROUP = Professorial/Non-Professorial/Senior Professorial/Assistant Professor/ Administration /Classified Staff

AAU = Affirmative Action Unit  
 Constituent Departments = List all Departments in AAU.

**PROGRESS REPORT - HISTORICAL UNDERUTILIZATION**  
FALL, 2008 - 2012

AFFIRMATIVE ACTION UNIT (AAU): Psychology

2008			2009			2010			2011			2012		
AAU: Psychology			AAU: Psychology			AAU: Psychology			AAU: Psychology			AAU: Psychology		
JOB GROUP: Professorial			JOB GROUP: Professorial			JOB GROUP: Professorial			JOB GROUP: Professorial			JOB GROUP: Professorial		
Constituent Dept: Student Life/Counseling			Constituent Dept: Student Life/Counseling			Constituent Dept: Student Life/Counseling			Constituent Dept: Student Life/Counseling			Constituent Dept: Student Life/Counseling		
(fill digits)			(fill digits)			(fill digits)			(fill digits)			(fill digits)		
TOTAL	#	UU	TOTAL	#	UU	TOTAL	#	UU	TOTAL	#	UU	TOTAL	#	UU
WOMEN	6	2	WOMEN	6	1	WOMEN	6	1	WOMEN	5	2	WOMEN	5	2
TOTAL MINORITY	9	0	TOTAL MINORITY	7	0	TOTAL MINORITY	7	0	TOTAL MINORITY	6	0	TOTAL MINORITY	6	0
BLACK	8	0	BLACK	6	0	BLACK	6	0	BLACK	5	0	BLACK	5	0
HISPANIC	1	0	HISPANIC	1	0	HISPANIC	1	0	HISPANIC	1	0	HISPANIC	1	0
ASIAN/PAC ISL	0	1	ASIAN/PAC ISL	0	1	ASIAN/PAC ISL	0	1	ASIAN/PAC ISL	0	1	ASIAN/PAC ISL	0	1
JOB GROUP:			JOB GROUP:			JOB GROUP:			JOB GROUP:			JOB GROUP:		
Constituent Dept:			Constituent Dept:			Constituent Dept:			Constituent Dept:			Constituent Dept:		
(fill digits)			(fill digits)			(fill digits)			(fill digits)			(fill digits)		
TOTAL	#	UU	TOTAL	#	UU	TOTAL	#	UU	TOTAL	#	UU	TOTAL	#	UU
WOMEN			WOMEN			WOMEN			WOMEN			WOMEN		
TOTAL MINORITY			TOTAL MINORITY			TOTAL MINORITY			TOTAL MINORITY			TOTAL MINORITY		
BLACK			BLACK			BLACK			BLACK			BLACK		
HISPANIC			HISPANIC			HISPANIC			HISPANIC			HISPANIC		
ASIAN/PAC ISL			ASIAN/PAC ISL			ASIAN/PAC ISL			ASIAN/PAC ISL			ASIAN/PAC ISL		
JOB GROUP:			JOB GROUP:			JOB GROUP:			JOB GROUP:			JOB GROUP:		
Constituent Dept:			Constituent Dept:			Constituent Dept:			Constituent Dept:			Constituent Dept:		
(fill digits)			(fill digits)			(fill digits)			(fill digits)			(fill digits)		
TOTAL	#	UU	TOTAL	#	UU	TOTAL	#	UU	TOTAL	#	UU	TOTAL	#	UU
WOMEN			WOMEN			WOMEN			WOMEN			WOMEN		
TOTAL MINORITY			TOTAL MINORITY			TOTAL MINORITY			TOTAL MINORITY			TOTAL MINORITY		
BLACK			BLACK			BLACK			BLACK			BLACK		
HISPANIC			HISPANIC			HISPANIC			HISPANIC			HISPANIC		
ASIAN/PAC ISL			ASIAN/PAC ISL			ASIAN/PAC ISL			ASIAN/PAC ISL			ASIAN/PAC ISL		
JOB GROUP:			JOB GROUP:			JOB GROUP:			JOB GROUP:			JOB GROUP:		
Constituent Dept:			Constituent Dept:			Constituent Dept:			Constituent Dept:			Constituent Dept:		
(fill digits)			(fill digits)			(fill digits)			(fill digits)			(fill digits)		
TOTAL	#	UU	TOTAL	#	UU	TOTAL	#	UU	TOTAL	#	UU	TOTAL	#	UU
WOMEN			WOMEN			WOMEN			WOMEN			WOMEN		
TOTAL MINORITY			TOTAL MINORITY			TOTAL MINORITY			TOTAL MINORITY			TOTAL MINORITY		
BLACK			BLACK			BLACK			BLACK			BLACK		
HISPANIC			HISPANIC			HISPANIC			HISPANIC			HISPANIC		
ASIAN/PAC ISL			ASIAN/PAC ISL			ASIAN/PAC ISL			ASIAN/PAC ISL			ASIAN/PAC ISL		

# = Total number of individuals within unit  
 UU = Underutilization  
 JOB GROUP = Professorial/Non-Professorial/Senior Professorial/Assistant Professor/ Administration / Classified Staff  
 AAU = Affirmative Action Unit  
 Constituent Departments = List all Departments in AAU.

AFFIRMATIVE ACTION UNIT (AAU): English & English Literature

# = Total number of individuals within unit  
 AAU = Affirmative Action Unit  
 UU = Underutilization  
 Constituent Departments = List all Departments in AAU.  
 JOB GROUP = Professorial/Non-Professorial/Senior Professorial/Assistant Professor/ Administration /Classified Staff



PROGRESS REPORT - HISTORICAL UNDERUTILIZATION  
FALL, 2008 - 2012

AFFIRMATIVE ACTION UNIT (AAU):

English &amp; English Literature

2008			2009			2010			2011			2012		
AAU:	English & English Literature		AAU:	English & English Literature		AAU:	English & English Literature		AAU:	English & English Literature		AAU:	English & English Literature	
JOB GROUP	Professorial		JOB GROUP	Professorial		JOB GROUP	Professorial		JOB GROUP	Professorial		JOB GROUP	Professorial	
Constituent Dept	English		Constituent Dept	English		Constituent Dept	English		Constituent Dept	English		Constituent Dept	English	
(list depts.)			(list depts.)			(list depts.)			(list depts.)			(list depts.)		
TOTAL	# 33	UU	TOTAL	# 38	UU	TOTAL	# 41	UU	TOTAL	# 41	UU	TOTAL	# 43	UU
WOMEN	18	2	WOMEN	22	0	WOMEN	24	2	WOMEN	24	2	WOMEN	25	2
TOTAL MINORITY	9	0	TOTAL MINORITY	11	0	TOTAL MINORITY	14	0	TOTAL MINORITY	13	0	TOTAL MINORITY	13	0
BLACK	5	0	BLACK	7	0	BLACK	8	0	BLACK	7	0	BLACK	7	0
HISPANIC	3	0	HISPANIC	3	0	HISPANIC	4	0	HISPANIC	4	0	HISPANIC	4	0
ASIAN/PAC ISL	1	1	ASIAN/PAC ISL	1	1	ASIAN/PAC ISL	2	0	ASIAN/PAC ISL	2	0	ASIAN/PAC ISL	2	1
JOB GROUP			JOB GROUP			JOB GROUP			JOB GROUP			JOB GROUP		
Constituent Dept			Constituent Dept			Constituent Dept			Constituent Dept			Constituent Dept		
(list depts.)			(list depts.)			(list depts.)			(list depts.)			(list depts.)		
TOTAL	#	UU	TOTAL	#	UU	TOTAL	#	UU	TOTAL	#	UU	TOTAL	#	UU
WOMEN			WOMEN			WOMEN			WOMEN			WOMEN		
TOTAL MINORITY			TOTAL MINORITY			TOTAL MINORITY			TOTAL MINORITY			TOTAL MINORITY		
BLACK			BLACK			BLACK			BLACK			BLACK		
HISPANIC			HISPANIC			HISPANIC			HISPANIC			HISPANIC		
ASIAN/PAC ISL			ASIAN/PAC ISL			ASIAN/PAC ISL			ASIAN/PAC ISL			ASIAN/PAC ISL		
JOB GROUP			JOB GROUP			JOB GROUP			JOB GROUP			JOB GROUP		
Constituent Dept			Constituent Dept			Constituent Dept			Constituent Dept			Constituent Dept		
(list depts.)			(list depts.)			(list depts.)			(list depts.)			(list depts.)		
TOTAL	#	UU	TOTAL	#	UU	TOTAL	#	UU	TOTAL	#	UU	TOTAL	#	UU
WOMEN			WOMEN			WOMEN			WOMEN			WOMEN		
TOTAL MINORITY			TOTAL MINORITY			TOTAL MINORITY			TOTAL MINORITY			TOTAL MINORITY		
BLACK			BLACK			BLACK			BLACK			BLACK		
HISPANIC			HISPANIC			HISPANIC			HISPANIC			HISPANIC		
ASIAN/PAC ISL			ASIAN/PAC ISL			ASIAN/PAC ISL			ASIAN/PAC ISL			ASIAN/PAC ISL		
JOB GROUP			JOB GROUP			JOB GROUP			JOB GROUP			JOB GROUP		
Constituent Dept			Constituent Dept			Constituent Dept			Constituent Dept			Constituent Dept		
(list depts.)			(list depts.)			(list depts.)			(list depts.)			(list depts.)		
TOTAL	#	UU	TOTAL	#	UU	TOTAL	#	UU	TOTAL	#	UU	TOTAL	#	UU
WOMEN			WOMEN			WOMEN			WOMEN			WOMEN		
TOTAL MINORITY			TOTAL MINORITY			TOTAL MINORITY			TOTAL MINORITY			TOTAL MINORITY		
BLACK			BLACK			BLACK			BLACK			BLACK		
HISPANIC			HISPANIC			HISPANIC			HISPANIC			HISPANIC		
ASIAN/PAC ISL			ASIAN/PAC ISL			ASIAN/PAC ISL			ASIAN/PAC ISL			ASIAN/PAC ISL		

# = Total number of individuals within unit  
 UU = Underutilization  
 JOB GROUP = Professorial/Non-Professorial/Senior Professorial/Assistant Professor/ Administration /Classified Staff

**PROGRESS REPORT - HISTORICAL UNDERUTILIZATION**  
**FALL, 2008 - 2012**

**AFFIRMATIVE ACTION UNIT (AAU):** Mathematics & Computer Science

2008			2009			2010			2011			2012		
AAU:	Math & Computer Science		AAU:	Math & Computer Science		AAU:	Math & Computer Science		AAU:	Math & Computer Science		AAU:	Math & Computer Science	
JOB GROUP	Professorial		JOB GROUP	Professorial		JOB GROUP	Professorial		JOB GROUP	Professorial		JOB GROUP	Professorial	
Constituent Dept.	Mathematics		Constituent Dept.	Mathematics		Constituent Dept.	Mathematics		Constituent Dept.	Mathematics		Constituent Dept.	Mathematics	
(list depts.)			(list depts.)			(list depts.)			(list depts.)			(list depts.)		

**AFFIRMATIVE ACTION UNIT (AAU):**

2008		2009		2010		2011		2012	
	AAU:		AAU:		AAU:	Fine, Applied Arts, and Media	AAU:	Fine, Applied Arts, and Media	
JOB GROUP:			JOB GROUP:		JOB GROUP:	Professional	JOB GROUP:	Professional	
Constituent Dept.			Constituent Dept.		Constituent Dept.	Media Arts & Technology	Constituent Dept.	Media Arts & Technology	
(list dept.)			(list dept.)		(list dept.)		(list dept.)		
		# UU		# UU		# UU		# UU	
TOTAL			TOTAL		TOTAL	6	TOTAL	8	
WOMEN			WOMEN		WOMEN	4 0	WOMEN	5 0	
TOTAL MINORITY			TOTAL MINORITY		TOTAL MINORITY	2 0	TOTAL MINORITY	1 0	
BLACK			BLACK		BLACK	1 0	BLACK	1 0	
HISPANIC			HISPANIC		HISPANIC	0 0	HISPANIC	0 0	
ASIAN/PAC ISL			ASIAN/PAC ISL		ASIAN/PAC ISL	1 0	ASIAN/PAC ISL	0 0	
JOB GROUP:			JOB GROUP:		JOB GROUP:		JOB GROUP:		
Constituent Dept.			Constituent Dept.		Constituent Dept.		Constituent Dept.		
(list dept.)			(list dept.)		(list dept.)		(list dept.)		
# UU		# UU		# UU		# UU		# UU	
TOTAL			TOTAL		TOTAL		TOTAL		
WOMEN			WOMEN		WOMEN		WOMEN		
TOTAL MINORITY			TOTAL MINORITY		TOTAL MINORITY		TOTAL MINORITY		
BLACK			BLACK		BLACK		BLACK		
HISPANIC			HISPANIC		HISPANIC		HISPANIC		
ASIAN/PAC ISL			ASIAN/PAC ISL		ASIAN/PAC ISL		ASIAN/PAC ISL		
JOB GROUP:			JOB GROUP:		JOB GROUP:		JOB GROUP:		
Constituent Dept.			Constituent Dept.		Constituent Dept.		Constituent Dept.		
(list dept.)			(list dept.)		(list dept.)		(list dept.)		
# UU		# UU		# UU		# UU		# UU	
TOTAL			TOTAL		TOTAL		TOTAL		
WOMEN			WOMEN		WOMEN		WOMEN		
TOTAL MINORITY			TOTAL MINORITY		TOTAL MINORITY		TOTAL MINORITY		
BLACK			BLACK		BLACK		BLACK		
HISPANIC			HISPANIC		HISPANIC		HISPANIC		
ASIAN/PAC ISL			ASIAN/PAC ISL		ASIAN/PAC ISL		ASIAN/PAC ISL		
JOB GROUP:			JOB GROUP:		JOB GROUP:		JOB GROUP:		
Constituent Dept.			Constituent Dept.		Constituent Dept.		Constituent Dept.		
(list dept.)			(list dept.)		(list dept.)		(list dept.)		
# UU		# UU		# UU		# UU		# UU	
TOTAL			TOTAL		TOTAL		TOTAL		
WOMEN			WOMEN		WOMEN		WOMEN		
TOTAL MINORITY			TOTAL MINORITY		TOTAL MINORITY		TOTAL MINORITY		
BLACK			BLACK		BLACK		BLACK		
HISPANIC			HISPANIC		HISPANIC		HISPANIC		
ASIAN/PAC ISL			ASIAN/PAC ISL		ASIAN/PAC ISL		ASIAN/PAC ISL		

G:\Affirmative Action Plan 2012\2012 - Tenure - Hist 11 - PAT - FDC\Progress Report Hist 11\ (2008-2012)\2012 - Final



AFFIRMATIVE ACTION UNIT (AAU): Foreign Languages

# = Total number of individuals within unit  
 UU = Underutilization  
 AAU = Affirmative Action Unit  
 Constituent Departments = List all Departments in AAU.  
 JOB GROUP = Professorial/Non-Professorial/Senior Professorial/Assistant Professor/ Administration /Classified Staff

AFFIRMATIVE ACTION UNIT (AAU): Fine, Applied Arts & Media

# = Total number of individuals within unit  
 UU = Underutilization  
 JOB GROUP = Professorial/Non-Professorial/Senior Professorial/Assistant Professor/Administration/Classified Staff

AAU = Affirmative Action Unit  
 Constituent Departments = List all Departments in AAU.

PROGRESS REPORT - HISTORICAL UNDERUTILIZATION  
FALL, 2008 - 2012

AFFIRMATIVE ACTION UNIT (AAU):

Health Professions

2008			2009			2010			2011			2012		
AAU:	Health Professions		AAU:	Health Professions		AAU:	Health Professions		AAU:	Health Professions		AAU:	Health Professions	
JOB GROUP	Professional		JOB GROUP	Professional		JOB GROUP	Professional		JOB GROUP	Professional		JOB GROUP	Professional	
Constituent Dept	Nursing		Constituent Dept	Nursing		Constituent Dept	Nursing		Constituent Dept	Nursing		Constituent Dept	Nursing	
(list depts.)			(list depts.)			(list depts.)			(list depts.)			(list depts.)		
TOTAL	#	UU	TOTAL	#	UU	TOTAL	#	UU	TOTAL	#	UU	TOTAL	#	UU
WOMEN	20	0	WOMEN	21	0	WOMEN	21	0	WOMEN	20	0	WOMEN	24	0
TOTAL MINORITY	14	0	TOTAL MINORITY	15	0	TOTAL MINORITY	16	0	TOTAL MINORITY	15	0	TOTAL MINORITY	20	0
BLACK	9	0	BLACK	10	0	BLACK	11	0	BLACK	10	0	BLACK	15	0
HISPANIC	1	0	HISPANIC	1	0	HISPANIC	1	0	HISPANIC	1	0	HISPANIC	1	0
ASIAN/PAC ISL	4	0	ASIAN/PAC ISL	4	0	ASIAN/PAC ISL	4	0	ASIAN/PAC ISL	4	0	ASIAN/PAC ISL	4	0
JOB GROUP			JOB GROUP			JOB GROUP			JOB GROUP			JOB GROUP		
Constituent Dept			Constituent Dept			Constituent Dept			Constituent Dept			Constituent Dept		
(list depts.)			(list depts.)			(list depts.)			(list depts.)			(list depts.)		
TOTAL	#	UU	TOTAL	#	UU	TOTAL	#	UU	TOTAL	#	UU	TOTAL	#	UU
WOMEN			WOMEN			WOMEN			WOMEN			WOMEN		
TOTAL MINORITY			TOTAL MINORITY			TOTAL MINORITY			TOTAL MINORITY			TOTAL MINORITY		
BLACK			BLACK			BLACK			BLACK			BLACK		
HISPANIC			HISPANIC			HISPANIC			HISPANIC			HISPANIC		
ASIAN/PAC ISL			ASIAN/PAC ISL			ASIAN/PAC ISL			ASIAN/PAC ISL			ASIAN/PAC ISL		
JOB GROUP			JOB GROUP			JOB GROUP			JOB GROUP			JOB GROUP		
Constituent Dept			Constituent Dept			Constituent Dept			Constituent Dept			Constituent Dept		
(list depts.)			(list depts.)			(list depts.)			(list depts.)			(list depts.)		
TOTAL	#	UU	TOTAL	#	UU	TOTAL	#	UU	TOTAL	#	UU	TOTAL	#	UU
WOMEN			WOMEN			WOMEN			WOMEN			WOMEN		
TOTAL MINORITY			TOTAL MINORITY			TOTAL MINORITY			TOTAL MINORITY			TOTAL MINORITY		
BLACK			BLACK			BLACK			BLACK			BLACK		
HISPANIC			HISPANIC			HISPANIC			HISPANIC			HISPANIC		
ASIAN/PAC ISL			ASIAN/PAC ISL			ASIAN/PAC ISL			ASIAN/PAC ISL			ASIAN/PAC ISL		
JOB GROUP			JOB GROUP			JOB GROUP			JOB GROUP			JOB GROUP		
Constituent Dept			Constituent Dept			Constituent Dept			Constituent Dept			Constituent Dept		
(list depts.)			(list depts.)			(list depts.)			(list depts.)			(list depts.)		
TOTAL	#	UU	TOTAL	#	UU	TOTAL	#	UU	TOTAL	#	UU	TOTAL	#	UU
WOMEN			WOMEN			WOMEN			WOMEN			WOMEN		
TOTAL MINORITY			TOTAL MINORITY			TOTAL MINORITY			TOTAL MINORITY			TOTAL MINORITY		
BLACK			BLACK			BLACK			BLACK			BLACK		
HISPANIC			HISPANIC			HISPANIC			HISPANIC			HISPANIC		
ASIAN/PAC ISL			ASIAN/PAC ISL			ASIAN/PAC ISL			ASIAN/PAC ISL			ASIAN/PAC ISL		

# = Total number of individuals within unit  
 UU = Underutilization  
 JOB GROUP = Professorial/Non-Professorial/Senior Professorial/Assistant Professor/ Administration /Classified Staff



**PROGRESS REPORT - HISTORICAL UNDERUTILIZATION**  
**FALL, 2008 - 2012**

**AFFIRMATIVE ACTION UNIT (AAU):** Physical Sciences

2008			2009			2010			2011			2012		
AAU:	Physical Sciences		AAU:	Physical Sciences		AAU:	Physical Sciences		AAU:	Physical Sciences		AAU:	Physical Sciences	
JOB GROUP:	Professorial		JOB GROUP:	Professorial		JOB GROUP:	Professorial		JOB GROUP:	Professorial		JOB GROUP:	Professorial	
Constituent Dept:	Science		Constituent Dept:	Science		Constituent Dept:	Science		Constituent Dept:	Science		Constituent Dept:	Science	
(list depts.)			(list depts.)			(list depts.)			(list depts.)			(list depts.)		

**PROGRESS REPORT - HISTORICAL UNDERUTILIZATION  
FALL, 2008 - 2012**

**AFFIRMATIVE ACTION UNIT (AAU):**

**Social Sciences**

2008			2009			2010			2011			2012		
AAU:	Social Sciences		AAU:	Social Sciences		AAU:	Social Sciences		AAU:	Social Sciences		AAU:	Social Sciences	
JOB GROUP	Professorial		JOB GROUP	Professorial		JOB GROUP	Professorial		JOB GROUP	Professorial		JOB GROUP	Professorial	
Constituent Dept	Science		Constituent Dept	Science		Constituent Dept	Science		Constituent Dept	Social Science & Human Services		Constituent Dept	Social Science & Human Services	
(list depts.)			(list depts.)			(list depts.)			(list depts.)			(list depts.)		

**PROGRESS REPORT - HISTORICAL UNDERUTILIZATION**  
FALL, 2008 - 2012

AFFIRMATIVE ACTION UNIT (AAU): Fine, Applied Arts & Media

2008			2009			2010			2011			2012		
AAU:	Fine, Applied Arts & Media		AAU:	Fine, Applied Arts & Media		AAU:	Fine, Applied Arts & Media		AAU:	Fine, Applied Arts & Media		AAU:	Fine, Applied Arts & Media	
JOB GROUP:	Professorial		JOB GROUP:	Professorial		JOB GROUP:	Professorial		JOB GROUP:	Professorial		JOB GROUP:	Professorial	
Constituent Dept:	Speech, Commun. & Theatre Arts		Constituent Dept:	Speech, Commun. & Theatre Arts		Constituent Dept:	Speech, Commun. & Theatre Arts		Constituent Dept:	Speech, Commun. & Theatre Arts		Constituent Dept:	Speech, Commun. & Theatre Arts	
(list depts.)			(list depts.)			(list depts.)			(list depts.)			(list depts.)		
	#	UU		#	UU		#	UU		#	UU		#	UU
TOTAL	14		TOTAL	14		TOTAL	12		TOTAL	12		TOTAL	14	
WOMEN	13	0	WOMEN	13	0	WOMEN	12	0	WOMEN	12	0	WOMEN	12	0
TOTAL MINORITY	0	2	TOTAL MINORITY	0	2	TOTAL MINORITY	0	2	TOTAL MINORITY	0	2	TOTAL MINORITY	1	1
BLACK	0	0	BLACK	0	0	BLACK	0	0	BLACK	0	0	BLACK	0	1
HISPANIC	0	1	HISPANIC	0	1	HISPANIC	0	0	HISPANIC	0	0	HISPANIC	0	0
ASIAN/PAC ISL	0	1	ASIAN/PAC ISL	0	1	ASIAN/PAC ISL	0	1	ASIAN/PAC ISL	0	1	ASIAN/PAC ISL	1	0
JOB GROUP:			JOB GROUP:			JOB GROUP:			JOB GROUP:			JOB GROUP:		
Constituent Dept:			Constituent Dept:			Constituent Dept:			Constituent Dept:			Constituent Dept:		
(list depts.)			(list depts.)			(list depts.)			(list depts.)			(list depts.)		
	#	UU		#	UU		#	UU		#	UU		#	UU
TOTAL			TOTAL			TOTAL			TOTAL			TOTAL		
WOMEN			WOMEN			WOMEN			WOMEN			WOMEN		
TOTAL MINORITY			TOTAL MINORITY			TOTAL MINORITY			TOTAL MINORITY			TOTAL MINORITY		
BLACK			BLACK			BLACK			BLACK			BLACK		
HISPANIC			HISPANIC			HISPANIC			HISPANIC			HISPANIC		
ASIAN/PAC ISL			ASIAN/PAC ISL			ASIAN/PAC ISL			ASIAN/PAC ISL			ASIAN/PAC ISL		
JOB GROUP:			JOB GROUP:			JOB GROUP:			JOB GROUP:			JOB GROUP:		
Constituent Dept:			Constituent Dept:			Constituent Dept:			Constituent Dept:			Constituent Dept:		
(list depts.)			(list depts.)			(list depts.)			(list depts.)			(list depts.)		
	#	UU		#	UU		#	UU		#	UU		#	UU
TOTAL			TOTAL			TOTAL			TOTAL			TOTAL		
WOMEN			WOMEN			WOMEN			WOMEN			WOMEN		
TOTAL MINORITY			TOTAL MINORITY			TOTAL MINORITY			TOTAL MINORITY			TOTAL MINORITY		
BLACK			BLACK			BLACK			BLACK			BLACK		
HISPANIC			HISPANIC			HISPANIC			HISPANIC			HISPANIC		
ASIAN/PAC ISL			ASIAN/PAC ISL			ASIAN/PAC ISL			ASIAN/PAC ISL			ASIAN/PAC ISL		
JOB GROUP:			JOB GROUP:			JOB GROUP:			JOB GROUP:			JOB GROUP:		
Constituent Dept:			Constituent Dept:			Constituent Dept:			Constituent Dept:			Constituent Dept:		
(list depts.)			(list depts.)			(list depts.)			(list depts.)			(list depts.)		
	#	UU		#	UU		#	UU		#	UU		#	UU
TOTAL			TOTAL			TOTAL			TOTAL			TOTAL		
WOMEN			WOMEN			WOMEN			WOMEN			WOMEN		
TOTAL MINORITY			TOTAL MINORITY			TOTAL MINORITY			TOTAL MINORITY			TOTAL MINORITY		
BLACK			BLACK			BLACK			BLACK			BLACK		
HISPANIC			HISPANIC			HISPANIC			HISPANIC			HISPANIC		
ASIAN/PAC ISL			ASIAN/PAC ISL			ASIAN/PAC ISL			ASIAN/PAC ISL			ASIAN/PAC ISL		

# = Total number of individuals within unit  
 UU = Underutilization  
 JOB GROUP = Professorial/Non-Professorial/Senior Professorial/Assistant Professor/ Administration /Classified Staff  
 AAU = Affirmative Action Unit  
 Constituent Departments = List all Departments in AAU



**E. PERSONNEL ACTIVITY  
TABLE/APPLICANT DATA-RECRUITMENT  
DOCUMENTATION**

PERSONNEL ACTIVITY TABLE (page 1 of 2)

Period Covered: 7/1/11 to 6/30/12

COLLEGE: ENTER COLLEGE NAME HERE

	TOTAL***		BLACK OR AFRICAN AM.		HISPANIC OR LATINO		ASIAN OR NAT. HAW. OR OTHER PAC. ISL.		AMER. IND./ALASK. NAT.		TOTAL MINORITY***		WHITE		ITALIAN AMERICAN		UNKNOWN*		TOTAL NON-MINORITY**	
	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE
EXEC/ADMIN/MANAGERIAL																				
New Hires	4	2	6		0	0	2	0	0	0	2	0	2	2	0	0	0	0	2	2
Terminations	3	4	7		0	0	0	1	0	0	1	1	2	2	3	0	0	0	2	3
Upgrades	0	0	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Transfers	0	0	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
FACULTY																				
New Hires	11	18	29		1	2	3	1	0	0	6	7	13	5	10	0	0	0	5	11
Terminations	4	9	13		0	1	0	2	0	0	2	4	6	2	4	0	0	0	2	5
Upgrades	11	6	17		2	1	2	0	0	0	5	1	6	1	9	0	0	0	2	9
Transfers	0	0	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
PROFESSIONAL/NON-FACULTY																				
New Hires	7	14	21		1	8	1	2	0	0	2	11	13	5	3	0	0	0	5	3
Terminations	3	7	10		0	0	0	1	0	0	2	6	8	1	1	0	0	0	1	1
Upgrades	0	0	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Transfers	0	0	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
SECRETARIAL/CLERICAL																				
New Hires	0	4	4		0	2	0	0	0	0	0	4	4	0	0	0	0	0	0	0
Terminations	1	6	7		1	1	0	2	0	0	1	4	5	0	2	0	0	0	0	2
Upgrades	0	0	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Transfers	0	0	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TECHNICAL/PARA/PROFESSIONAL																				
New Hires	7	0	7		2	0	4	0	0	0	6	0	6	1	0	0	0	0	1	0
Terminations	3	0	3		1	0	1	0	0	0	3	0	3	1	0	0	0	0	1	0
Upgrades	0	0	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Transfers	0	0	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
SKILLED TRADES																				
New Hires	6	0	6		2	0	0	0	0	0	3	0	3	2	0	0	0	0	3	0
Terminations	5	0	5		1	0	0	0	0	0	1	0	1	4	0	0	0	4	0	0
Upgrades	0	0	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Transfers	0	0	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
SERVICE MAINTENANCE																				
New Hires	21	7	28		13	4	3	2	0	0	19	7	26	0	0	0	0	2	0	2
Terminations	1	2	3		0	1	0	1	0	0	1	2	3	0	0	0	0	0	0	0
Upgrades	1	0	1		1	0	1	0	0	0	2	0	2	0	0	0	0	0	0	0
Transfers	1	0	1		1	0	0	0	0	0	1	0	1	0	0	0	0	0	0	0
TOTAL	56	45	101		19	20	6	4	0	0	38	29	67	15	15	3	1	0	18	16
New Hires	20	28	48		6	3	3	9	0	0	11	17	28	10	10	0	1	0	10	11
Terminations	12	6	18		2	0	2	1	0	0	7	1	8	1	9	1	0	0	2	9
Upgrades	1	0	1		1	0	0	0	0	0	1	0	1	0	0	0	0	0	0	0
Transfers	1	0	1		1	0	0	0	0	0	1	0	1	0	0	0	0	0	0	0

REMEMBER: \*Unknowns are subtracted from all totals.

\*\*Total Non-Minority is the sum of White and Italian American.

\*\*\*Total Minority is the sum of Black or African Am., Hispanic or Latino, Asian or Nat. Haw. or Other Pacific Islander and American Indian/Alaska Native.

\*\*\*\*TOTAL is the sum of Total Minority and Total Non-Minority.



APPLICANT DATA - RECRUITMENT DOCUMENTATION (page 2 of 2)

Period Covered: 7/1/11 to 6/30/12

COLLEGE: ENTER COLLEGE NAME HERE

	TOTAL ****			BLACK OR AFRICAN AM.		HISPANIC OR LATINO		ASIAN OR NAT. HAW. OR OTHER PAC. ISL.		AMER. IND./ALASK. NAT.		TOTAL MINORITY***		WHITE		ITALIAN AMERICAN		UNKNOWN*		TOTAL NON-MINORITY**		
	MALE	FEMALE	TOTAL	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	
EXEC/ADMIN/MANAGERIAL																						
Applicants	378	644	1022	86	192	50	84	38	63	1	2	175	341	516	189	289	14	14	24	27	203	303
Interviews	43	40	83	5	9	9	2	3	2	0	0	17	13	30	24	27	2	0	3	8	26	27
Offers	4	4	8	0	0	0	0	2	0	0	0	2	0	2	2	2	0	0	0	0	2	2
TOTAL WORKFORCE FROM EEO6	42	38	80	8	12	6	4	8	6	0	0	22	22	44	19	14	1	2	0	0	20	16
FACULTY																						
Applicants	1095	1096	2191	199	261	131	124	154	166	6	6	490	557	1047	558	517	47	22	49	52	605	539
Interviews	97	125	222	6	21	8	15	19	18	0	0	33	54	87	54	70	10	1	3	3	64	71
Offers	11	18	29	1	6	2	0	3	1	0	0	6	7	13	5	10	0	1	0	0	5	11
TOTAL WORKFORCE FROM EEO6	208	283	491	40	66	24	29	30	33	0	0	94	128	222	98	138	16	17	0	0	114	155
PROFESSIONAL/NON-FACULTY																						
Applicants	906	2196	3102	300	943	220	441	79	207	3	8	602	1599	2201	273	549	31	48	26	81	304	597
Interviews	46	124	170	17	51	8	18	2	6	0	0	27	75	102	16	45	3	4	6	11	19	49
Offers	7	14	21	1	8	0	1	1	2	0	0	2	11	13	5	3	0	0	0	0	5	3
TOTAL WORKFORCE FROM EEO6	34	73	107	12	38	9	14	3	9	0	0	24	61	85	10	11	0	1	0	1	10	12
SECRETARIAL/CLERICAL																						
Applicants	133	362	495	47	196	30	91	28	18	0	1	105	306	411	28	56	0	0	0	0	28	56
Interviews	2	11	13	2	9	0	1	0	1	0	0	2	11	13	0	0	0	0	0	0	0	0
Offers	0	4	4	0	2	0	2	0	0	0	0	0	4	4	0	0	0	0	0	0	0	0
TOTAL WORKFORCE FROM EEO6	13	76	89	5	35	5	29	1	4	0	0	11	68	79	0	6	2	2	0	0	2	8
TECHNICAL/PARA/PROFESSIONAL																						
Applicants	81	37	118	15	13	16	6	27	7	0	0	58	26	84	23	11	0	0	7	5	23	11
Interviews	30	7	37	3	4	9	1	8	2	0	0	20	7	27	10	0	0	1	1	10	0	
Offers	7	0	7	2	0	0	0	4	0	0	0	6	0	6	1	0	0	0	0	1	0	
TOTAL WORKFORCE FROM EEO6	63	29	92	20	11	13	8	16	5	1	0	50	24	74	12	5	1	0	0	0	13	5
SKILLED TRADES																						
Applicants	426	19	445	200	12	130	2	16	0	0	0	346	14	360	80	5	0	0	0	0	80	5
Interviews	19	0	19	8	0	4	0	0	0	0	0	12	0	12	7	0	0	1	0	7	0	
Offers	6	0	6	2	0	1	0	0	0	0	0	3	0	3	2	0	1	0	0	3	0	
TOTAL WORKFORCE FROM EEO6	43	0	43	6	0	5	0	2	0	0	0	13	0	13	25	0	5	0	0	30	0	
SERVICE/MAINTENANCE																						
Applicants	0	361	361	47	196	30	91	28	18	0	0	105	305	410	28	56	0	0	12	49	28	56
Interviews	2	1	3	2	1	0	0	0	0	0	0	2	1	3	0	0	0	0	0	0	0	0
Offers	21	7	28	13	4	3	1	3	2	0	0	19	7	26	0	0	2	0	0	2	0	
TOTAL WORKFORCE FROM EEO6	92	30	122	52	14	22	10	10	3	0	0	84	27	111	5	3	3	0	0	8	3	
TOTAL																						
Applicants	3019	4715	7734	894	1813	607	839	370	479	10	17	1881	3148	5029	1179	1483	92	84	118	214	1271	1567
Interviews	239	308	547	43	95	38	37	32	29	0	0	113	161	274	111	142	15	5	14	23	126	147
Offers	56	47	103	19	20	6	4	13	5	0	0	38	29	67	15	15	3	1	0	0	18	16
TOTAL WORKFORCE FROM EEO6	495	529	1024	143	176	84	94	70	60	1	0	298	330	628	169	177	28	22	0	1	197	199

\*Unknowns are subtracted from all totals.

\*\*Total Non-Minority is the sum of White and Italian American.

\*\*\*Total Minority is the sum of Black or African Am., Hispanic or Latino, Asian or Nat. Haw. or Other Pacific Islander and American Indian/Alaska Native.  
\*\*\*\*TOTAL is the sum of Total Minority and Total Non-Minority.



## **F. IMPACT RATIO ANALYSIS WORKSHEETS**

## COLLEGE NAME:

September 26, 2012

PART A

JOB AREAS/ CATEGORY	MINORITY HIRES						FEMALE HIRES						PERCENTAGE OF HIRES								
	NON MIN			MIN			TOTAL			MALE			FEMALE			TOTAL		% of non-min hires	% of male hires	% of female hires	
	APPL	HIRES		APPL	HIRES		APPL	HIRES		APPL	HIRES		APPL	HIRES		APPL	HIRES				
#	TOTAL	2838	34	5029	67		7867	101		3019	56		4354	45		7867	101		1.2%	1.3%	1.0%
1 Exec./Adm./Mngl.		506	4	516	2		1022	6		378	4		644	2		1022	6		0.8%	0.4%	1.1%
2 Faculty		1144	16	1047	13		2191	29		1095	11		1096	18		2191	29		1.4%	1.2%	1.0%
3 Professional/Non-Fac.		901	8	2201	13		3102	21		906	7		2196	14		3102	21		0.9%	0.6%	0.8%
4 Secretarial/Clerical		84	0	411	4		495	4		133	0		362	4		495	4		0.0%	1.0%	0.0%
5 Techn./Paraprofessional		84	1	84	6		118	7		81	7		37	0		118	7		2.9%	7.1%	8.9%
6 Skilled Trades		85	3	360	3		445	6		426	6		19	0		445	6		3.5%	0.8%	1.5%
7 Service/Maintenance		84	2	410	26		494	28		0	21		Error	7		494	28		2.4%	6.3%	Error
8																					
9																					
10																					
TOTAL		2838	34	5029	67		7867	101		3019	56		4354	45		7867	101		1%	1%	2%

## IRA WORKSHEET FOR NON-MIN VS MIN % OF HIRES

[illegible]

## IRA WORKSHEET FOR MALE VS FEMALE % OF HIRES

IRA WORKSHEET FOR MALE VS FEMALE % OF HIRES																																	
JOB AREAS/ CATEGORY		RATE FOR		RATE FOR		IRA		OVER ALL RATE		ONLY IF IRA UNDER 0.8						FISHER'S TEST																	
										EXPECT			ACTL			DIF			STD DEV			FISHER'S VALUE		male app		male hires		female app		female hires		FISHER TEST RESULT	
										F	G	H	I	J	K	L	M	N	O	P	Q												
#	A	UNFAV. GROUP	FAV. GROUP	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	NOTE															
1	Exec./Adm./Mngri.	FEMALE 0.3%	MALE 1.1%	0.29	0.6%	3	2	1	1.51	*		N/A																					
2	Faculty	MALE 1.0%	FEMALE 1.6%	0.83																													
3	Professional/Non-Fac.	FEMALE 0.6%	MALE 0.8%																														
4	Secretarial/Clerical	MALE 0.0%	FEMALE 1.1%																														
5	Techn./Paraprofessional	FEMALE 0.0%	MALE 8.6%	0.00	5.9%	2	0	2	1.84	*		N/A																					
6	Skilled Trades	FEMALE 0.0%	MALE 1.4%	0.00	1.3%	0	0	0	0.52			N/A																					
7	Service/Maintenance	N/A	N/A																														
8																																	
9																																	
10																																	
TOTAL:						5	2	3																									



# PROMOTION ANALYSIS

September 26, 2012

Borough of Manhattan Community College

PART B

#	JOB AREAS/ CATEGORY	MINORITY PROMOTION				FEMALE PROMOTION				PERCENTAGE OF PROMOTION			
		NON MIN		MIN		MALE		FEMALE		% of min promoted		% OF MEN promoted	
		INCUMBENT	PROMOTED	INCUMBENT	PROMOTED	INCUMBENT	PROMOTED	INCUMBENT	PROMOTED	% of non-min PROMOTED		% of min promoted	% OF FEMALE promoted
TOTAL		396	11	628	8	1024	19	529	7	1024	19	1%	1%
1 Exec./Adm./Mngl.		36	0	44	0	42	0	38	0	80	0	0%	0%
2 Faculty		269	11	222	6	208	11	283	6	491	17	3%	2%
3 Professional/Non-Fac.		22	0	85	0	34	0	73	0	107	0	0%	0%
4 Secretarial/Clerical		10	0	79	0	13	0	76	0	89	0	0%	0%
5 Techn./Paraprofessional		18	0	74	0	63	0	29	0	92	0	0%	0%
6 Skilled Trades		30	0	13	0	43	0	0	0	43	0	0%	0%
7 Service/Maintenance		11	0	111	2	122	2	30	1	122	2	2%	3%
8													
9													
10													
TOTAL		396	11	628	8	1024	19	529	7	1024	19	1%	1%

## IRA WORKSHEET FOR NON-MIN VS MIN % OF PROMOTION

September 26, 2012

#	JOB AREAS/ CATEGORY	RATE FOR UNFAV. GROUP		RATE FOR FAV. GROUP		IRA		OVER ALL RATE		ONLY IF IRA UNDER 0.8				FISHER TEST			
		B		C		D		E		EXPECT		ACTL		FISHER'S VALUE		NON-MIN INCUM	
		MINORITY	NON-MIN	MINORITY	NON-MIN	MINORITY	NON-MIN	MINORITY	NON-MIN	F	G	H	I	L	K	M	O
1 Exec./Adm./Mngl.		N/A	2.70%	N/A	4.00%	0.66	0.66	3.46%		7	6	1	0.84	N/A	*		
2 Faculty		N/A	2.70%	N/A	4.00%	0.66	0.66	3.46%		7	6	1	0.84	N/A	*		
3 Professional/Non-Fac.		N/A	2.70%	N/A	4.00%	0.66	0.66	3.46%		7	6	1	0.84	N/A	*		
4 Secretarial/Clerical		N/A	2.70%	N/A	4.00%	0.66	0.66	3.46%		7	6	1	0.84	N/A	*		
5 Techn./Paraprofessional		N/A	2.70%	N/A	4.00%	0.66	0.66	3.46%		7	6	1	0.84	N/A	*		
6 Skilled Trades		N/A	2.70%	N/A	4.00%	0.66	0.66	3.46%		7	6	1	0.84	N/A	*		
7 Service/Maintenance		N/A	2.70%	N/A	4.00%	0.66	0.66	3.46%		7	6	1	0.84	N/A	*		
8																	
9																	
10																	
TOTAL										7	6	1					

## IRA WORKSHEET FOR MALE VS FEMALE % OF PROMOTION

September 26, 2012

#	JOB AREAS/ CATEGORY	RATE FOR UNFAV. GROUP		RATE FOR FAV. GROUP		IRA		OVER ALL RATE		ONLY IF IRA UNDER 0.8				FISHER TEST			
		B		C		D		E		EXPECT		ACTL		FISHER'S VALUE		male incum	
		MALE	NON-MIN	MALE	NON-MIN	MALE	NON-MIN	MALE	NON-MIN	F	G	H	I	L	K	M	N
1 Exec./Adm./Mngl.		N/A	2.1%	N/A	5.3%	0.401	0.401	3.5%		9	6	3	1.90	N/A	*		
2 Faculty		N/A	2.1%	N/A	5.3%	0.401	0.401	3.5%		9	6	3	1.90	N/A	*		
3 Professional/Non-Fac.		N/A	2.1%	N/A	5.3%	0.401	0.401	3.5%		9	6	3	1.90	N/A	*		
4 Secretarial/Clerical		N/A	2.1%	N/A	5.3%	0.401	0.401	3.5%		9	6	3	1.90	N/A	*		
5 Techn./Paraprofessional		N/A	2.1%	N/A	5.3%	0.401	0.401	3.5%		9	6	3	1.90	N/A	*		
6 Skilled Trades		N/A	2.1%	N/A	5.3%	0.401	0.401	3.5%		9	6	3	1.90	N/A	*		
7 Service/Maintenance		N/A	2.1%	N/A	5.3%	0.401	0.401	3.5%		9	6	3	1.90	N/A	*		
8																	
9																	
10																	
TOTAL										9	6	3					



# TERMINATION ANALYSIS

September 26, 2012

Borough of Manhattan Community College

PART C

#	JOB AREAS/ CATEGORY	MINORITY TERMINATION				FEMALE TERMINATION				PERCENTAGE OF TERMINATION			
		NON MIN		MIN		MALE		FEMALE		% of non-min TERMINATED		% of MEN TERMINATED	
		INCUMBENT	TERMINATED	INCUMBENT	TERMINATED	INCUMBENT	TERMINATED	INCUMBENT	TERMINATED	% of min TERMINATED	% of non-min TERMINATED	% of min TERMINATED	% of FEMALE TERMINATED
1	Exec./Adm./Mngl.	396	21	628	28	495	20	529	29	4%	5%	4%	5%
2	Faculty	36	5	44	2	42	3	38	4	5%	14%	7%	11%
3	Professional/Non-Fac.	269	7	222	6	208	4	283	9	3%	3%	2%	3%
4	Secretarial/Clerical	22	2	85	7	34	3	73	7	9%	9%	9%	10%
5	Techn./Paraprofessional	10	2	79	5	13	3	76	6	20%	6%	8%	8%
6	Skilled Trades	18	1	74	3	63	3	29	1	4%	5%	5%	3%
7	Service/Maintenance	30	4	13	1	43	5	0	0	13%	8%	12%	0%
8		11	0	111	3	92	1	30	2	3%	0%	1%	7%
9													
10													
TOTAL		396	21	628	28	495	20	529	29	4%	5%	4%	5%

## IRA WORKSHEET FOR NON-MIN VS MIN % OF TERMINATION

September 26, 2012

#	JOB AREAS/ CATEGORY	RATE FOR UNFAV. GROUP				RATE FOR FAV. GROUP				ONLY IF IRA UNDER 0.8				FISHER TEST			
		B		G		D		E		F		G		H		I	
		INCUMBENT	TERMINATED	INCUMBENT	TERMINATED	INCUMBENT	TERMINATED	INCUMBENT	TERMINATED	EXPECT	ACTL	EXPECT	ACTL	EXPECT	ACTL	EXPECT	ACTL
1	Exec./Adm./Mngl.	13.9%	2.7%	MINORITY	4.5%	0.000	2.5%	2	3	1	0.55						
2	Faculty	2.7%	9.4%	NON-MIN	2.6%	0.963											
3	Professional/Non-Fac.	20.0%	5.6%	MINORITY	4.1%	0.966											
4	Secretarial/Clerical	13.3%	2.7%	NON-MIN	7.7%												
5	Techn./Paraprofessional	13.3%	2.7%	MINORITY	7.7%												
6	Skilled Trades	13.3%	2.7%	MINORITY	7.7%												
7	Service/Maintenance	13.3%	2.7%	MINORITY	7.7%												
8																	
9																	
10																	
TOTAL										2	3	1					

## IRA WORKSHEET FOR MALE VS FEMALE % OF TERMINATION

September 26, 2012

#	JOB AREAS/ CATEGORY	RATE FOR UNFAV. GROUP				RATE FOR FAV. GROUP				ONLY IF IRA UNDER 0.8				FISHER TEST			
		B		G		D		E		F		G		H		I	
		INCUMBENT	TERMINATED	INCUMBENT	TERMINATED	INCUMBENT	TERMINATED	INCUMBENT	TERMINATED	EXPECT	ACTL	EXPECT	ACTL	EXPECT	ACTL	EXPECT	ACTL
1	Exec./Adm./Mngl.	10.5%	3.2%	MALE	7.1%	0.679	8.8%	3	4	1	0.535						
2	Faculty	3.2%	9.6%	MALE	1.9%	0.605	2.6%	7	9	2	0.857						
3	Professional/Non-Fac.	7.9%	4.8%	MALE	8.8%	0.920											
4	Secretarial/Clerical	7.9%	4.8%	MALE	8.8%	0.974											
5	Techn./Paraprofessional	4.8%	11.6%	MALE	3.4%												
6	Skilled Trades	11.6%	6.7%	MALE	0.0%	0.163	2.5%	0	2	2	1.714						
7	Service/Maintenance	6.7%		MALE	1.1%												
8																	
9																	
10																	
TOTAL										10	15	5					

## **G. TENURE ELIGIBILITY SURVEY**

# TENURE ELIGIBILITY SURVEY

College:

BMCC

Department:

Accounting

Eligible for Tenure, Effective:

September, 2011

	TOTAL	Sub-Total Sex		White		Black		Puerto Rican		Hispanic		Asian/ Pac. Isl.		Amer. Ind./ Alsk. Nat.		Italian American	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Associate Prof.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Assistant Prof.	1	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0
Instructor	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Lecturer (CCE)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
CLT's	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	1	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0

Number Recommended for Tenure, Effective:

September, 2011

NOTE: Please record Early Tenure in Parenthesis: example ( )

	TOTAL	Sub-Total Sex		White		Black		Puerto Rican		Hispanic		Asian/ Pac. Isl.		Amer. Ind./ Alsk. Nat.		Italian American	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Associate Prof.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Assistant Prof.	1	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0
Instructor	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Lecturer (CCE)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
CLT's	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	1	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0



# TENURE ELIGIBILITY SURVEY

College: BMCC

Department: Business Management

Eligible for Tenure, Effective: September, 2011

	TOTAL	Sub-Total Sex		White		Black		Puerto Rican		Hispanic		Asian/ Pac. Isl.		Amer. Ind./ Alsk. Nat.		Italian American	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Associate Prof.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Assistant Prof.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Instructor	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Lecturer (CCE)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
CLT's	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Number Recommended for Tenure, Effective:

September, 2011

NOTE: Please record Early Tenure in Parenthesis: example ( )

	TOTAL	Sub-Total Sex		White		Black		Puerto Rican		Hispanic		Asian/ Pac. Isl.		Amer. Ind./ Alsk. Nat.		Italian American	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Associate Prof.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Assistant Prof.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Instructor	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Lecturer (CCE)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
CLT's	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

# TENURE ELIGIBILITY SURVEY

College: BMCC

Department: Computer Information Systems

Eligible for Tenure, Effective: September, 2011

	TOTAL	Sub-Total Sex		White		Black		Puerto Rican		Hispanic		Asian/ Pac. Isl.		Amer. Ind./ Alsk. Nat.		Italian American	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Associate Prof.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Assistant Prof.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Instructor	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Lecturer (CCE)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
CLT's	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Number Recommended for Tenure, Effective: September, 2011

NOTE: Please record Early Tenure in Parenthesis: example ( )

	TOTAL	Sub-Total Sex		White		Black		Puerto Rican		Hispanic		Asian/ Pac. Isl.		Amer. Ind./ Alsk. Nat.		Italian American	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Associate Prof.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Assistant Prof.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Instructor	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Lecturer (CCE)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
CLT's	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

# TENURE ELIGIBILITY SURVEY

College: BMCC

Department: Counseling

Eligible for Tenure, Effective: September, 2011

	TOTAL	Sub-Total Sex		White		Black		Puerto Rican		Hispanic		Asian/ Pac. Isl.		Amer. Ind./ Alsk. Nat.		Italian American	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Associate Prof.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Assistant Prof.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Instructor	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Lecturer (CCE)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
CLT's	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Number Recommended for Tenure, Effective:

September, 2011

NOTE: Please record Early Tenure in Parenthesis: example ( )

	TOTAL	Sub-Total Sex		White		Black		Puerto Rican		Hispanic		Asian/ Pac. Isl.		Amer. Ind./ Alsk. Nat.		Italian American	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Associate Prof.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Assistant Prof.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Instructor	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Lecturer (CCE)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
CLT's	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0



# TENURE ELIGIBILITY SURVEY

College:

BMCC

Department:

Developmental Skills

Eligible for Tenure, Effective:

September, 2011

	TOTAL	Sub-Total Sex		White		Black		Puerto Rican		Hispanic		Asian/ Pac. Isl.		Amer. Ind./ Alsk. Nat.		Italian American	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Associate Prof.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Assistant Prof.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Instructor	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Lecturer (CCE)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
CLT's	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Number Recommended for Tenure, Effective:

September, 2011

NOTE: Please record Early Tenure in Parenthesis: example ( )

	TOTAL	Sub-Total Sex		White		Black		Puerto Rican		Hispanic		Asian/ Pac. Isl.		Amer. Ind./ Alsk. Nat.		Italian American	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Associate Prof.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Assistant Prof.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Instructor	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Lecturer (CCE)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
CLT's	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

# TENURE ELIGIBILITY SURVEY

College:

BMCC

Department:

English

Eligible for Tenure, Effective:

September, 2011

	TOTAL	Sub-Total Sex		White		Black		Puerto Rican		Hispanic		Asian/ Pac. Isl.		Amer. Ind./ Alsk. Nat.		Italian American	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor	1	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0
Associate Prof.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Assistant Prof.	1	0	1	0	1	0	0	0	0	1	0	0	0	0	0	0	0
Instructor	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Lecturer (CCE)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
CLT's	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	2	0	2	0	2	0	0	0	0	1	0	0	0	0	0	0	0

Number Recommended for Tenure, Effective:

September, 2011

NOTE: Please record Early Tenure in Parenthesis: example ( )

	TOTAL	Sub-Total Sex		White		Black		Puerto Rican		Hispanic		Asian/ Pac. Isl.		Amer. Ind./ Alsk. Nat.		Italian American	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor	1	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0
Associate Prof.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Assistant Prof.	1	0	1	0	1	0	0	0	0	1	0	0	0	0	0	0	0
Instructor	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Lecturer (CCE)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
CLT's	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	2	0	2	0	2	0	0	0	0	1	0	0	0	0	0	0	0

# TENURE ELIGIBILITY SURVEY

College:

BMCC

Department:

Library

Eligible for Tenure, Effective:

September, 2011

	TOTAL	Sub-Total Sex		White		Black		Puerto Rican		Hispanic		Asian/ Pac. Isl.		Amer. Ind./ Alsk. Nat.		Italian American	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Associate Prof.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Assistant Prof.	2	0	2	0	2	0	0	0	0	0	0	0	0	0	0	0	0
Instructor	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Lecturer (CCE)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
CLT's	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	2	0	2	0	2	0	0	0	0	0	0	0	0	0	0	0	0

Number Recommended for Tenure, Effective:

September, 2011

NOTE: Please record Early Tenure in Parenthesis: example ( )

	TOTAL	Sub-Total Sex		White		Black		Puerto Rican		Hispanic		Asian/ Pac. Isl.		Amer. Ind./ Alsk. Nat.		Italian American	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Associate Prof.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Assistant Prof.	2	0	2	0	2	0	0	0	0	0	0	0	0	0	0	0	0
Instructor	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Lecturer (CCE)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
CLT's	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	2	0	2	0	2	0	0	0	0	0	0	0	0	0	0	0	0



# TENURE ELIGIBILITY SURVEY

College:

BMCC

Department:

Mathematics

Eligible for Tenure, Effective:

September, 2011

TOTAL	Sub-Total Sex		White		Black		Puerto Rican		Hispanic		Asian/ Pac. Isl.		Amer. Ind./ Alsk. Nat.		Italian American	
	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Associate Prof.	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
Assistant Prof.	3	1	1	1	0	0	0	0	0	0	1	0	0	0	0	0
Instructor	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Lecturer (CCE)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
CLT's	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	4	1	2	1	0	0	0	0	0	0	1	0	0	0	0	0

Number Recommended for Tenure, Effective:

September, 2011

NOTE: Please record Early Tenure in Parenthesis: example ( )

TOTAL	Sub-Total Sex		White		Black		Puerto Rican		Hispanic		Asian/ Pac. Isl.		Amer. Ind./ Alsk. Nat.		Italian American	
	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Associate Prof.	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
Assistant Prof.	2	1	0	1	0	0	0	0	0	0	1	0	0	0	0	0
Instructor	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Lecturer (CCE)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
CLT's	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	3	1	1	1	0	0	0	0	0	0	1	0	0	0	0	0

# TENURE ELIGIBILITY SURVEY

College:

BMCC

Department:

Modern Languages

Eligible for Tenure, Effective:

September, 2011

	TOTAL	Sub-Total Sex		White		Black		Puerto Rican		Hispanic		Asian/ Pac. Isl.		Amer. Ind./ Alsk. Nat.		Italian American	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Associate Prof.	1	1	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0
Assistant Prof.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Instructor	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Lecturer (CCE)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
CLT's	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	1	1	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0

Number Recommended for Tenure, Effective:

September, 2011

NOTE: Please record Early Tenure in Parenthesis: example ( )

	TOTAL	Sub-Total Sex		White		Black		Puerto Rican		Hispanic		Asian/ Pac. Isl.		Amer. Ind./ Alsk. Nat.		Italian American	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Associate Prof.	1	1	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0
Assistant Prof.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Instructor	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Lecturer (CCE)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
CLT's	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	1	1	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0

# TENURE ELIGIBILITY SURVEY

College: BMCC

Department: Music & Art

Eligible for Tenure, Effective: September, 2011

TOTAL	Sub-Total Sex		White		Black		Puerto Rican		Hispanic		Asian/ Pac. Isl.		Amer. Ind./ Alsk. Nat.		Italian American	
	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Associate Prof.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Assistant Prof.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Instructor	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Lecturer (CCE)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
CLT's	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Number Recommended for Tenure, Effective:

September, 2011

NOTE: Please record Early Tenure in Parenthesis: example ( )

TOTAL	Sub-Total Sex		White		Black		Puerto Rican		Hispanic		Asian/ Pac. Isl.		Amer. Ind./ Alsk. Nat.		Italian American	
	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Associate Prof.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Assistant Prof.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Instructor	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Lecturer (CCE)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
CLT's	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0



# TENURE ELIGIBILITY SURVEY

College: BMCC

Department: Nursing

Eligible for Tenure, Effective: September, 2011

	TOTAL	Sub-Total Sex		White		Black		Puerto Rican		Hispanic		Asian/ Pac. Isl.		Amer. Ind./ Alsk. Nat.		Italian American	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Associate Prof.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Assistant Prof.	2	0	2	0	1	0	1	0	0	0	0	0	0	0	0	0	0
Instructor	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Lecturer (CCE)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
CLT's	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	2	0	2	0	1	0	1	0	0	0	0	0	0	0	0	0	0

Number Recommended for Tenure, Effective:

September, 2011

NOTE: Please record Early Tenure in Parenthesis: example ( )

	TOTAL	Sub-Total Sex		White		Black		Puerto Rican		Hispanic		Asian/ Pac. Isl.		Amer. Ind./ Alsk. Nat.		Italian American	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Associate Prof.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Assistant Prof.	1	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0
Instructor	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Lecturer (CCE)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
CLT's	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	1	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0

# TENURE ELIGIBILITY SURVEY

College: BMCC

Department: Science

Eligible for Tenure, Effective: September, 2011

	TOTAL	Sub-Total Sex		White		Black		Puerto Rican		Hispanic		Asian/ Pac. Isl.		Amer. Ind./ Alsk. Nat.		Italian American	
		M		M		M		M		M		M		M		M	
		F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M
Professor	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Associate Prof.	1	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0
Assistant Prof.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Instructor	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Lecturer (CCE)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
CLT's	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	1	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0

Number Recommended for Tenure, Effective:

September, 2011

NOTE: Please record Early Tenure in Parenthesis: example ( )

	TOTAL	Sub-Total Sex		White		Black		Puerto Rican		Hispanic		Asian/ Pac. Isl.		Amer. Ind./ Alsk. Nat.		Italian American	
		M		M		M		M		M		M		M		M	
		F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M
Professor	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Associate Prof.	1	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0
Assistant Prof.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Instructor	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Lecturer (CCE)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
CLT's	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	1	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0

# TENURE ELIGIBILITY SURVEY

College: BMCC

Department: Social Science

Eligible for Tenure, Effective: September, 2011

	TOTAL	Sub-Total Sex		White		Black		Puerto Rican		Hispanic		Asian/ Pac. Isl.		Amer. Ind./ Alsk. Nat.		Italian American	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Associate Prof.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Assistant Prof.	3	1	2	1	0	0	1	0	0	0	0	0	1	0	0	0	0
Instructor	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Lecturer (CCE)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
CLT's	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	3	1	2	1	0	0	1	0	0	0	0	0	1	0	0	0	0

Number Recommended for Tenure, Effective: September, 2011

NOTE: Please record Early Tenure in Parenthesis: example ( )

	TOTAL	Sub-Total Sex		White		Black		Puerto Rican		Hispanic		Asian/ Pac. Isl.		Amer. Ind./ Alsk. Nat.		Italian American	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Associate Prof.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Assistant Prof.	3	1	2	1	0	0	1	0	0	0	0	0	1	0	0	0	0
Instructor	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Lecturer (CCE)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
CLT's	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	3	1	2	1	0	0	1	0	0	0	0	0	1	0	0	0	0



# TENURE ELIGIBILITY SURVEY

College: BMCC

Department: Speech, Communications & Theatre Arts

Eligible for Tenure, Effective: September, 2011

	TOTAL	Sub-Total Sex		White		Black		Puerto Rican		Hispanic		Asian/ Pac. Isl.		Amer. Ind./ Alsk. Nat.		Italian American	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor	1	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0
Associate Prof.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Assistant Prof.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Instructor	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Lecturer (CCE)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
CLT's	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	1	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0

Number Recommended for Tenure, Effective:

September, 2011

NOTE: Please record Early Tenure in Parenthesis: example ( )

	TOTAL	Sub-Total Sex		White		Black		Puerto Rican		Hispanic		Asian/ Pac. Isl.		Amer. Ind./ Alsk. Nat.		Italian American	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor	1	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0
Associate Prof.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Assistant Prof.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Instructor	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Lecturer (CCE)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
CLT's	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	1	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0

# TENURE ELIGIBILITY SURVEY

College: **BMCC**

Department:

Teacher Education

Eligible for Tenure, Effective:

September, 2011

TOTAL	Sub-Total Sex		White		Black		Puerto Rican		Hispanic		Asian/ Pac. Isl.		Amer. Ind./ Alsk. Nat.		Italian American	
	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Associate Prof.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Assistant Prof.	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0
Instructor	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Lecturer (CCE)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
CLT's	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0

Number Recommended for Tenure, Effective:

September, 2011

NOTE: Please record Early Tenure in Parenthesis: example ( )

TOTAL	Sub-Total Sex		White		Black		Puerto Rican		Hispanic		Asian/ Pac. Isl.		Amer. Ind./ Alsk. Nat.		Italian American	
	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Associate Prof.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Assistant Prof.	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0
Instructor	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Lecturer (CCE)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
CLT's	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0

# TENURE ELIGIBILITY SURVEY

College: BMCC Department: COLLEGE TOTALS

Eligible for Tenure, Effective: September, 2011

	TOTAL	Sub-Total Sex		White		Black		Puerto Rican		Hispanic		Asian/ Pac. Isl.		Amer. Ind./ Alsk. Nat.		Italian American	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor	2	0	2	0	2	0	0	0	0	0	0	0	0	0	0	0	0
Associate Prof.	3	3	0	2	0	0	0	0	0	0	0	1	0	0	0	0	0
Assistant Prof.	11	5	6	3	3	0	2	0	0	1	0	1	1	0	0	0	0
Instructor	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Lecturer (CCE)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
CLT's	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	16	8	8	5	5	0	2	0	0	1	0	2	1	0	0	0	0

Number Recommended for Tenure, Effective: September, 2011

NOTE: Please record Early Tenure in Parenthesis: example ( )

	TOTAL	Sub-Total Sex		White		Black		Puerto Rican		Hispanic		Asian/ Pac. Isl.		Amer. Ind./ Alsk. Nat.		Italian American	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor	2	0	2	0	2	0	0	0	0	0	0	0	0	0	0	0	0
Associate Prof.	3	3	0	2	0	0	0	0	0	0	0	1	0	0	0	0	0
Assistant Prof.	9	4	5	2	3	0	1	0	0	1	0	1	1	0	0	0	0
Instructor	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Lecturer (CCE)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
CLT's	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	14	7	7	4	5	0	1	0	0	1	0	2	1	0	0	0	0



## **H. FALL 2012 UNDERUTILIZATION SUMMARY**

# **Fall 2012 Underutilization Summary: Results of Utilization Analysis by Affirmative Action Unit** **Comparison of Incumbents to Availability Data (Professorial \* Only)**

**COLLEGE:**

**Borough of Manhattan Community College**

Total # Professoriate 366

**PART A:**

Departments/ Affirmative Action Unit (AAU) with Underutilization (UU)	Total Incumbents in AAU	FEMALES			Total Minorities			Blacks			Hispanics / Latinos(as)			Asian/Pacific Islanders		
		#UU	% Overall Availability	NR (No Representation)	#UU	% Overall Availability	NR (No Representation)	#UU	% Overall Availability	NR (No Representation)	#UU	% Overall Availability	NR (No Representation)	#UU	% Overall Availability	NR (No Representation)
1 Accounting	14	3	41.50%		X			X						X		
2 Allied Health	5	2	74.60%		1	15.70%	N R	X						X		
4 CIS	14	X			X									X		
5 Counseling	9	2	72.90%		X			X						X		
6 English	43	2	63.30%		X			X						X		
7 Modern Language	18	X			X											
8 Science	48	X														
9 Speech	14	X			1	15.30%								X		
10 Music & Art	15	X			X						1	3.20%	N R	X		
11																
12																
13																
14																
15																
16																
17																
18																
19																
<b>TOTAL</b>	<b>366</b>	<b>9</b>			<b>2</b>			<b>1</b>	<b>4</b>		<b>3</b>	<b>1</b>		<b>2</b>	<b>2</b>	<b>2</b>

\*Professorial = Einstein Professor, Distinguished Professor, Professor, Associate Professor, and Assistant Professor (including all EOC titles as appropriate).

PART B:		
# of UU AAUs	Total # of AAUs	
9	18	

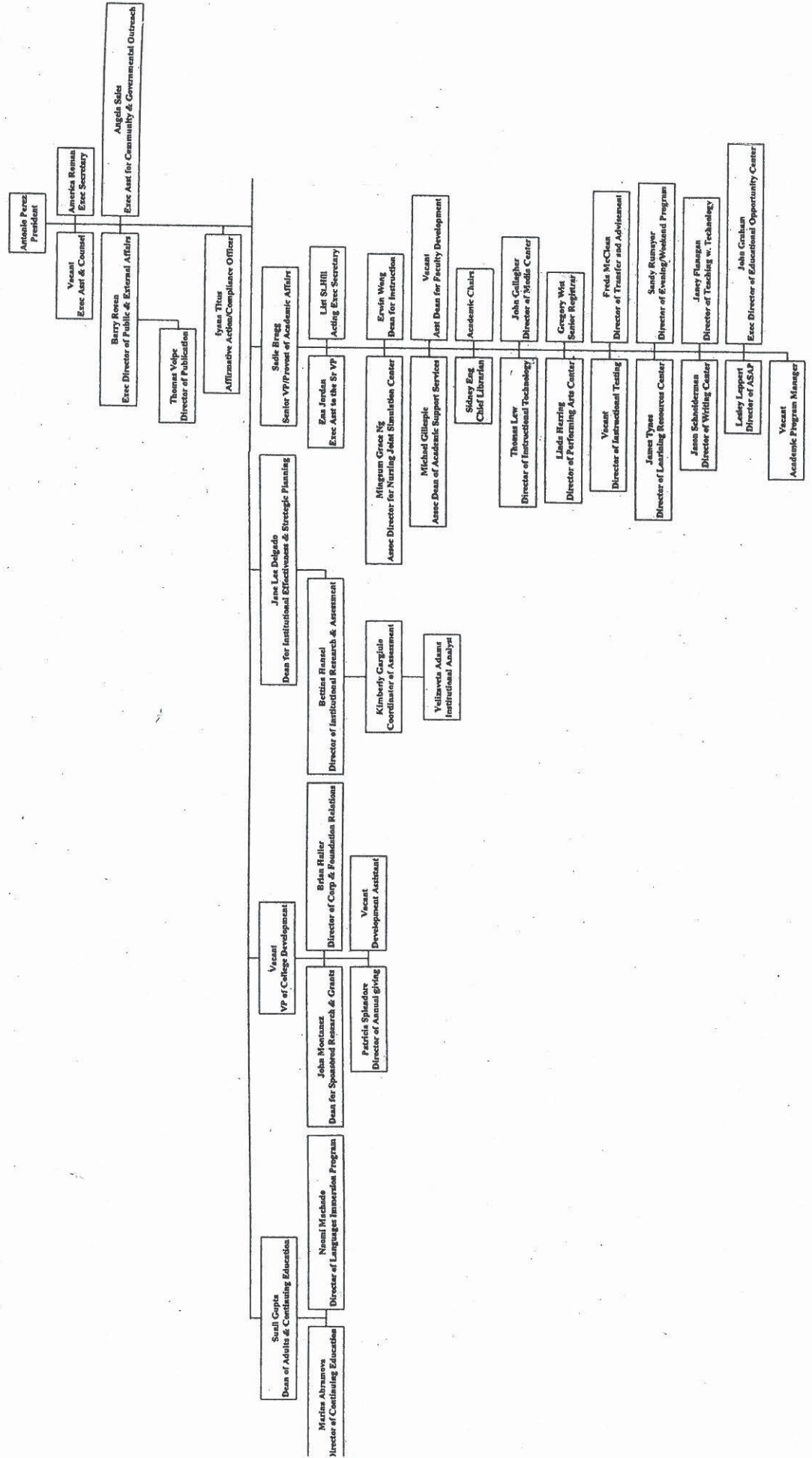
  

PART C:		
ITALIAN AMERICANS		
TOTAL	#UU	% Overall Availability (No Representation)
Professorial	27	0 6.10%

# **I. ORGANIZATIONAL CHART**



BIMCC Org Chart 9-25-12





## **J. VETS 100A REPORT**



(For covered contracts entered into or modified on or after December 1, 2003.)

1028	936
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## **K. WORKFORCE INVENTORIES**

**AFFIRMATIVE ACTION UNIT:**

TOTAL NUMBER

BMCC

[illegible]



	BMCC	1-Jul-11	thru	30-Jun-12
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Executive/Administrative/Managerial  
Administration II

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[illegible]

**AFFIRMATIVE ACTION UNIT:**

TOTAL NUMBER

TOTAL NUMBER

[illegible]



**AFFIRMATIVE ACTION UNIT:**

BMCC	1-Jul-11	thru	30-Jun-12
------	----------	------	-----------

TOTAL NUMBER

**Executive/Administrative/Managerial  
Admin. Supt. of Buildings and Grounds**

[illegible]



(By Sex & Ethnicity)

**AFFIRMATIVE ACTION UNIT:**

Professional Non-Faculty  
Administration III

TOTAL NUMBER

BMCC

1-Jul-11 thru 30-Jun-12

[illegible]

	1-Jul-11	thru	BMCC	30-Jun-12
--	----------	------	------	-----------

Professional Non-Faculty  
Accountant

TOTAL NUMBER

[illegible]



(By Sex & Ethnicity)

**AFFIRMATIVE ACTION UNIT:**

Professional Non-Faculty  
Computer Specialist

BMCC

1-Jul-11 thru 30-Jun-12

TOTAL NUMBER

[illegible]



BMCC	1-Jul-11	thru	30-Jun-12
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TOTAL NUMBER

[illegible]

(By Sex & Ethnicity)

**AFFIRMATIVE ACTION UNIT:**

**Technical/Paraprofessional  
Media Services / Print Shop**

TOTAL NUMBER

BMCC	
1-Jul-11	thru 30-Jun-12

[illegible]

BMCC	1-Jul-11	thru	30-Jun-12
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Technical/Paraprofessional  
Broadcasting / Media Titles

TOTAL NUMBER

[illegible]



**AFFIRMATIVE ACTION UNIT:**

TOTAL NUMBER

## Admin IV - CLTs

[illegible]

**AFFIRMATIVE ACTION UNIT:**

TOTAL NUMBER

BMCC

JOB TITLE/RANK	TOTAL	WOMEN	TOTAL MINORITY								
				BLACK		HISPANIC		ASIAN		NATIVE AMERICAN	
				M	F	M	F	M	F	M	F
Assistant Purchasing Agent	4	4	4		3						
College Accounting Assistant	11	8	9		2						
Purchasing Agent	1	1	1			1	1	1	4	1	1
TOTAL	16	13	14	0	5	1	3	1	4	0	1



BMCC	1-Jul-11	thru	30-Jun-12
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**College Laboratory Technician**

TOTAL NUMBER

[illegible]



	BMCC	1-Jul-11	thru	30-Jun-12
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TOTAL NUMBER

Senior College Laboratory Technician

[illegible]

**AFFIRMATIVE ACTION UNIT:**

TOTAL NUMBER

**CUNY Administrative Assistant (Title II)**

	TOTAL	WOMEN	TOTAL MINORITY	BLACK	HISPANIC	ASIAN	NATIVE AMERICAN	WHITE
JOB TITLE/RANK								
CUNY Administrative Assistant	10	10	8	M F 5	M F 2	M F 1	M F	M F 2
TOTAL	10	10	8	0 5	0 2	0 1	0 0	0 2



**AFFIRMATIVE ACTION UNIT:**

	BMCC	
	1-Jul-11	30-Jun-12
through		

TOTAL NUMBER

**Secretarial and Clerical  
CUNY Office/Secretarial Assistant (Title I)**

[illegible]



**AFFIRMATIVE ACTION UNIT:**

TOTAL NUMBER

### Mail Message Services Worker

[illegible]

**AFFIRMATIVE ACTION UNIT:**

BMCC	1-Jul-11	thru	30-Jun-12
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[illegible]

Service/Maintenance Senior Custodial Supervisor	TOTAL NUMBER	1-Jul-11	BMCC thru	30-Jun-12

[illegible]



**AFFIRMATIVE ACTION UNIT:**

	BMCC	
	1-Jul-11	30-Jun-12

BMCC

[illegible]

**AFFIRMATIVE ACTION UNIT:**

TOTAL NUMBER

BMCC

[illegible]



	BMCC	1-Jul-11	thru	30-Jun-12
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TOTAL NUMBER

**Service/Maintenance**  
**Campus Peace/Security Officer Level 1**

[illegible]



**AFFIRMATIVE ACTION UNIT:**

TOTAL NUMBER

**Campus Peace/Security Officer Level 2**

	TOTAL	WOMEN	TOTAL MINORITY	BLACK		HISPANIC		ASIAN		NATIVE AMERICAN		WHITE
				M	F	M	F	M	F	M	F	
JOB TITLE/RANK												
Campus Peace Officer 2	3	2	2	M	F	M	F	M	F	M	F	
					2					1		
TOTAL	3	2	2	0	2	0	0	0	0	0	0	0

	BMCC	1-Jul-11	thru	30-Jun-12
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TOTAL NUMBER

**Skilled Trades/Crafts**  
**Skilled Crafts - Service/Maintenance**

JOB TITLE/RANK	TOTAL	WOMEN	TOTAL MINORITY								
				BLACK		HISPANIC		ASIAN		NATIVE AMERICAN	WHITE
				M	F	M	F	M	F	M	F
Carpenter	4	0	0								
Electrician	5	0	1	1						4	
Electrician's Helper	2	0	0							4	
Laborer	8	0	7	2		4		1		2	
Locksmith	1	0	0							1	
Maintenance Worker	4	0	1			1				3	
Oiler (CUNY)	7	0	4	2		1		1		3	
Painter	5	0	1			1				4	
Plumber	1	0	0							1	
Plumber's Helper	1	0	0							1	
Stationary Engineer	6	0	1	1						5	
Thermostat Repairer	1	0	0							1	
TOTAL	45	0	15	6	0	7	0	2	0	0	30

**AFFIRMATIVE ACTION UNIT:**

TOTAL NUMBER

**Skilled Trades/Crafts**  
**Skilled Crafts Supervisory - Service/Maintenance**

[illegible]



**AFFIRMATIVE ACTION UNIT:**

BMCC

1-Jul-11 thru 30-Jun-12

TOTAL NUMBER

Professorial

[illegible]

	1-Jul-11	thru	30-Jun-12
BMCC			

**Instructor**

[illegible]



1-Jul-11	BMCC	thru	30-Jun-12
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1-Jul-11 thru 30-Jun-12

TOTAL NUMBER

[illegible]



**WORKFORCE INVENTORY**

(By Sex &amp; Ethnicity)

**ACADEMIC UNITS**

DEPARTMENT: ALL - 2012

**TOTAL NUMBER**

	T	W	TM										
	O	O	O I										
RANK	T	M	TN	BLACK	HISPANIC	ASIAN	AMERICAN	WHITE					
	A	E	AO										
	L	N	LR										
Professor				M	F	M	F	M	F	M	F	M	F
Accounting	5	1	3			2			1			2	
Allied Health	4	1	0									3	1
Bus. Mgmt	4	2	2	1			1					1	1
CIS	5	2	1						1			3	1
Counseling	4	1	2	1	1							2	
Dev Skills	7	4	1	1								2	4
English	11	5	2	1	1							5	4
Health Ed	3	1	1		1							2	
Library	3	1	3		1	1		1					
Math	7	6	4		2				2			1	2
Media Arts	2	2	0										2
Mod Lang	12	6	8			3	4	1				2	2
MusicArt	6	3	1						1			3	2
Nursing	1	1	1		1								
Science	13	3	3					3				7	3
Social Sci	7	3	3		1		1	1				3	1
Speech	4	4	0										4
Teacher Ed	2	1	1					1					1
Subtotal	100	47	36	4	8	6	6	7	5	0	0	36	28
Assoc. Prof				M	F	M	F	M	F	M	F	M	F
Accounting	4	0	2	2								2	
Bus. Mgmt	7	3	3					2	1			2	2
CIS	4	1	4			1		2	1				
Coop Ed	1	0	0									1	
Counseling	3	2	3		2	1							
Dev Skills	5	1	3		1			2				2	
English	12	5	4	2		1	1					4	4
Health Ed	1	1	1		1								
Library	2	1	1					1					1
Math	13	3	8	3		3		2				2	3
Media Arts	3	1	1	1								1	1
Mod Lang	2	2	0										2
MusicArt	5	2	1		1							3	1
Nursing	3	3	3		1				2				
Science	18	9	5			1	1	1	2			7	6
Social Sci	11	6	3	2					1			3	5
Speech	5	5	0										5
Teacher Ed	2	1	1	1									1
Subtotal	101	46	43	11	6	7	2	10	7	0	0	27	31
Asst. Prof				M	F	M	F	M	F	M	F	M	F
Accounting	5	2	3	1	1			1				1	1
Allied Health	1	1	0										1
Bus. Mgmt	5	4	4	1	2		1						1
CIS	5	2	3					2	1			1	1
Coop Ed	2	2	2				1		1				
Counseling	2	2	1		1								1

	T	W	T M										
	O	O	O I							NATIVE			
RANK	T	M	T N	BLACK		HISPANIC		ASIAN		AMERICAN		WHITE	
	A	E	A O										
	L	N	L R										
Dev Skills	13	11	3	1	1		1					1	9
English	20	15	7	1	2		2		2			4	9
Health Ed	3	2	1				1					1	1
Library	6	5	2		1				1			1	3
Math	15	4	6	2		1		2	1			6	3
Media Arts	3	2	0									1	2
Mod Lang	4	3	2				2					1	1
MusicArt	4	4	0										4
Nursing	21	20	16		13		1		2			1	4
Science	17	6	7		1	1	1	2	2			8	2
Social Sci	29	17	16	3	4	3	2	1	3			5	8
Speech	5	3	1					1				1	3
Teacher Ed	4	4	2				1		1				2
Subtotal	164	109	76	9	26	5	13	9	14	0	0	32	56
TOTAL	365	202	155	24	40	18	21	26	26	0	0	95	115

1 hawaiian F



**INSTITUTION: BMCC**

**TOTAL TENURED**

[illegible]

Note: Visiting and substitute positions are not included.



INSTITUTION: BMCC

TOTAL TENURED

[illegible]

Note: Visiting and substitute positions are not included.



**INSTITUTION: BMCC**

(By Sex & Ethnicity)

## ACADEMIC UNITS

TOTAL NUMBER

2012

TOTAL TENURED

[illegible]

Note: Visiting and substitute positions are not included.



## INSTITUTION: BMCC

TOTAL TENURED

[illegible]

Note: Visiting and substitute positions are not included.



TOTAL TENURED  
INSTITUTION: BMCC[illegible]

Note: Visiting and substitute positions are not included.



**INSTITUTION: BMCC**

**TOTAL TENURED**

[illegible]

Note: Visiting and substitute positions are not included.



**WORKFORCE INVENTORY**  
**(By Sex & Ethnicity)**

DEPARTMENT: Counseling

**DIVISION/SCHOOL:**

INSTITUTION: BMCC

TOTAL NUMBER

2012

TOTAL TENURED

[illegible]

Note: Visiting and substitute positions are not included.











## INSTITUTION: BMCC

TOTAL TENURED

[illegible]

Note: Visiting and substitute positions are not included.



## INSTITUTION: BMCC

TOTAL TENURED

[illegible]

Note: Visiting and substitute positions are not included.



**INSTITUTION: BMCC**

TOTAL TENURED

[illegible]

Note: Visiting and substitute positions are not included.



## INSTITUTION: BMCC

TOTAL TENURED

[illegible]

Note: Visiting and substitute positions are not included.



## INSTITUTION: BMCC

TOTAL TENURED

[illegible]

Note: Visiting and substitute positions are not included.



## INSTITUTION: BMCC

2012

2012

[illegible]

Note: Visiting and substitute positions are not included.



## INSTITUTION: BMCC

TOTAL TENURED

[illegible]

Note: Visiting and substitute positions are not included.



**INSTITUTION: BMCC**

## ACADEMIC UNITS

TOTAL NUMBER

2012

TOTAL TENURED

[illegible]

Note: Visiting and substitute positions are not included.



**INSTITUTION: BMCC**

TOTAL TENURED

[illegible]

Note: Visiting and substitute positions are not included.







**INSTITUTION: BMCC**

TOTAL TENURED

[illegible]

Note: Visiting and substitute positions are not included.



## INSTITUTION: BMCC

TOTAL TENURED

[illegible]

Note: Visiting and substitute positions are not included.

## **L. UNDERUTILIZATION SUMMARY CHART**



**BMCC AFFIRMATIVE ACTION PLAN 2012  
UNDERUTILIZATION BY DEPARTMENT**

<b>Job Group</b>	<b>TOTAL EES</b>	<b>Female</b>	<b>TOTAL MINORITY</b>	<b>Black</b>	<b>Hispanic</b>	<b>Asian</b>
Accounting - Prof.	14	3	0	0	0	0
Allied Health - Prof.	5	2	1	0	0	0
Business - Prof.	23	0	0	0	0	0
Business- Ins.	7	0	0	0	0	1
Business - Lect	5	0	0	2	0	0
Computer Information Sys. - Prof.	14	2	0	0	0	1
Counseling - Prof.	9	2	0	0	0	0
Developmental Skills - Prof.	25	0	0	0	0	0
Developmental Skills - Ins.	6	0	0	0	0	0
Developmental Skills - Lect.	8	0	0	0	0	0
English - Prof.	43	2	0	0	0	1
English - Ins.	6	0	0	0	0	0
English - Lecturer	8	1	0	0	0	1
EOC - Lecturer	13	1	0	0	0	0
Health Ed- Prof	7	0	0	0	0	0
Library - Prof.	11	0	0	0	0	0
Mathematics - Prof.	35	0	0	0	1	0
Mathematics - Lecturer	14	0	0	0	0	0
Mathematics - Ins.	5	0	1	0	1	1
Media Arts and Technology- Prof.	8	0	0	0	0	0
Modern Languages - Prof.	18	0	0	0	1	0
Music & Art - Prof.	14	0	0	0	0	0
Nursing - Prof.	25	0	0	1	0	0
Science - Prof.	48	0	0	0	0	0
Social Science - Prof.	48	1	0	0	0	1
Social Science - Ins.	7	0	1	1	0	0
Speech Communications Theatre - Prof.	14	0	0	0	1	1
Speech Communications Theatre - Lect.	8	2	1	0	0	1
Speech Communications Theatre - Ins..	6	0	0	0	0	0
Teacher Education - Prof.	8	2	0	0	0	0
Admin. I	15	1	3	0	2	1
Admin. II	60	0	0	0	0	0
Admin. III	106	0	0	0	0	0
Admin. IV	36	0	0	0	0	0
College Accountant Asst.	15	6	0	0	0	0
Computer Specialist	34	0	0	0	0	0
CUNY Admin. Asst.	11	2	0	0	0	0
CUNY Office/Sec. Asst.	73	1	2	0	3	0
Skilled Trades/Crafts	46	0	0	0	1	0
Sr. Custodial Supervisor	7	0	0	0	0	0
Custodial Asst.	41	0	0	0	0	1
Campus Public Safety Sergeant	9	0	0	0	7	0
Campus Peace/Sec. Officer Lev. 1	55					

NOTE: A number in the column "Female", "Total Minority", "Black", "Hispanic", or "Asian" indicates an Affirmative Action hiring goal. Pursuant to CUNY policy, hiring goals will not be established for "Instructor" and "Lecturer" titles.

BMCC AFFIRMATIVE ACTION PLAN 2012  
UNDERUTILIZATION BY DEPARTMENT - GOALS SHADED

<b>Job Group</b>	<b>TOTAL EES</b>	<b>Female</b>	<b>TOTAL MINORIT</b>	<b>Black</b>	<b>Hispanic</b>	<b>Asian</b>
Accounting - Prof.	14	3	0	0	0	0
Allied Health - Prof.	5	2	1	0	0	0
Business - Prof.	23	0	0	0	0	0
Business- Ins.	7	0	0	0	0	1
Business - Lect	5	0	0	0	0	0
Computer Information Sys. - Prof.	14	0	0	2	0	0
Counseling - Prof.	9	2	0	0	0	1
Developmental Skills - Prof.	25	0	0	0	0	0
Developmental Skills - Ins.	6	0	0	0	0	0
Developmental Skills - Lect.	8	0	0	0	0	0
English - Prof.	43	2	0	0	0	1
English - Ins.	6	0	0	0	0	0
English - Lecturer	8	0	0	0	0	0
EOC - Lecturer	13	1	0	0	0	1
Health Ed- Prof	7	0	0	0	0	0
Library - Prof.	11	0	0	0	0	0
Mathematics - Prof.	35	0	0	0	0	0
Mathematics - Lecturer	14	0	0	0	0	0
Mathematics - Ins.	5	0	0	0	0	0
Media Arts and Technology- Prof.	8	0	0	0	0	0
Modern Languages - Prof.	18	0	0	1	0	0
Music & Art - Prof.	14	0	0	0	0	0
Nursing - Prof.	25	0	0	0	0	0
Science - Prof.	48	0	0	1	0	0
Social Science - Prof.	48	0	0	0	0	0
Social Science - Ins.	7	1	0	0	0	1
Speech Communications Theatre - Prof.	14	0	1	1	0	0
Speech Communications Theatre - Lect.	8	0	0	0	1	1
Speech Communications Theatre - Ins..	6	2	1	0	0	1
Teacher Education - Prof.	8	0	0	0	0	0
Admin. I	15	2	0	0	0	0
Admin. II	60	1	0	0	0	0
Admin. III	106	0	0	0	0	0
Admin. IV	36	0	0	0	0	0
College Accountant Asst.	15	0	0	0	0	0
Computer Specialist	34	6	0	0	0	0
CUNY Admin. Asst.	11	0	0	0	1	0
CUNY Office/Sec. Asst.	73	2	0	0	0	0
Skilled Trades/Crafts	46	1	2	0	3	0
Sr. Custodial Supervisor	7	0	0	0	1	0
Custodial Asst.	41	0	0	0	0	0
Campus Public Safety Sergeant	9	0	0	0	0	1
Campus Peace/Sec. Officer Lev. 1	55	0	0	0	7	0

NOTE: A positive number in the columns titled "Female", "Total Minority", "Black", "Hispanic", or "Asian" indicates an Affirmative Action hiring goal for that category.



BMCC AFFIRMATIVE ACTION PLAN 2012  
UNDERUTILIZATION BY DEPARTMENT - GOALS SHADED

<b>Job Group</b>	<b>TOTAL EES</b>	<b>Female</b>	<b>TOTAL MINORIT</b>	<b>Black</b>	<b>Hispanic</b>	<b>Asian</b>
Accounting - Prof.	14	3	0	0	0	0
Allied Health - Prof.	5	2	1	0	0	0
Business - Prof.	23	0	0	0	0	0
Business- Ins.	7	0	0	0	0	1
Business - Lect	5	0	0	0	0	0
Computer Information Sys. - Prof.	14	0	0	2(+1)	0	0
Counseling - Prof.	9	2	0	0	0	1
Developmental Skills - Prof.	25	0	0	0	0	0
Developmental Skills - Ins.	6	0	0	0	0	0
Developmental Skills - Lect.	8	0 (-1)	0(-1)	0(-1)	0	0
English - Prof.	43	2	0	0	0	1(+1)
English - Ins.	6	0	0	0	0	0
English - Lecturer	8	0	0	0	0	0
EOC - Lecturer	13	1(+1)	0	0	0	1
Health Ed- Prof	7	0(-1)	0	0	0	0
Library - Prof.	11	0	0	0	0	0
Mathematics - Prof.	35	0	0	0	0	0
Mathematics - Lecturer	14	0(-1)	0	0	0	0
Mathematics - Ins.	5	0	0	0	0	0
Media Arts and Technology- Prof.	8	0	0	0	0	0
Modern Languages - Prof.	18	0	0	1	0	0
Music & Art - Prof.	14	0	0	0	0	0
Nursing - Prof.	25	0	0	0	0	0
Science - Prof.	48	0	0	1	0	0
Social Science - Prof.	48	0(-1)	0	0	0	0
Social Science - Ins.	7	1	0	0	0	1
Speech Communications Theatre - Prof.	14	0	1(-1)	1(+1)	0	0(-1)
Speech Communications Theatre - Lect.	8	0	0	0	1	1
Speech Communications Theatre - Ins..	6	2	1	0	0	1
Teacher Education - Prof.	8	0	0	0	0	0
Admin. I	15	2(-1)	0	0	0	0
Admin. II	60	1(+1)	0	0	0(-1)	0
Admin. III	106	0	0	0	0	0
Admin. IV	36	0	0	0	0	0(-1)
College Accountant Asst.	15	0	0	0	0	0
Computer Specialist	34	6(+1)	0	0	0	0
CUNY Admin. Asst.	11	0	0	0	1(-1)	0
CUNY Office/Sec. Asst.	73	2	0	0	0	0
Skilled Trades/Crafts	46	1	2(-1)	0	3	0
Sr. Custodial Supervisor	7	0	0	0	1	0
Custodial Asst.	41	0	0	0	0	0
Campus Public Safety Sergeant	9	0	0	0	0	1
Campus Peace/Sec. Officer Lev. 1	55	0	0	0	7(+5)	0

NOTE: A positive number in the columns titled "Female", "Total Minority", "Black", "Hispanic", or "Asian" indicates an Affirmative Action hiring goal for that category.



BMCC AFFIRMATIVE ACTION PLAN 2012  
UNDERUTILIZATION BY DEPARTMENT - CHANGE IN UU

**Job Group**

Accounting - Prof.  
Allied Health - Prof.  
Business - Prof.  
Business- Ins.  
Business - Lect  
Computer Information Sys. - Prof.  
Counseling - Prof.  
Developmental Skills - Prof.  
Developmental Skills - Ins.  
Developmental Skills - Lect.  
English - Prof.  
English - Ins.  
English - Lecturer  
EOC - Lecturer  
Health Ed- Prof  
Library - Prof.  
Mathematics - Prof.  
Mathematics - Lecturer  
Mathematics - Ins.  
Media Arts and Technology- Prof.  
Modern Languages - Prof.  
Music & Art - Prof.  
Nursing - Prof.  
Science - Prof.  
Social Science - Prof.  
Social Science - Ins.  
Speech Communications Theatre - Prof.  
Speech Communications Theatre - Lect.  
Speech Communications Theatre - Ins..  
Teacher Education - Prof.  
Admin. I  
Admin. II  
Admin. III  
Admin. IV  
College Accountant Asst.  
Computer Specialist  
CUNY Admin. Asst.  
CUNY Office/Sec. Asst.  
Skilled Trades/Crafts  
Sr. Custodial Supervisor  
Custodial Asst.  
Campus Public Safety Sergeant  
Campus Peace/Sec. Officer Lev. 1

TOTAL EES	Female	Total Minority	Black	Hispanic	Asian
7					1
			2(+1)		
+1					
	0 (-1)	0(-1)	0(-1)		
+2					1(+1)
	1(+1)				
+1	0(-1)				
-1					
+4					
+1	0(-1)			1(+1)	
+2					
-2					
+3				1(+1)	
+4					
+4					
+4	0(-1)				
+2		1(-1)	1(+1)		0(-1)
+1					
+1	2(-1)				
+5	1(+1)			0(-1)	
+7					
+7					0(+1)
-2	6(+1)				
				0(-2)	
+11		2(-1)			
+2					
+4					
+1					
+23				7(+5)	

**Utilization Analysis**  
**Affirmative Action Units Too Small To Analyze (Actual # of Employees)**  
**AAP - FY'2012**

**A. Instructional Units**

Accounting (Instructor)  
Accounting (Lecturer)  
Computer Information Systems (Instructor)  
Computer Information Systems (Lecturer)  
Cooperative Education (Lecturer)  
Cooperative Education (Professorial)  
Counseling (Lecturer)  
Health Education (Instructor)  
Health Education (Lecturer)  
Library (Instructor)  
Library (Lecturer)  
Modern Languages (Lecturer)  
Music & Art (Instructor)  
Science (Lecturer)  
Social Science (Lecturer)  
Teacher Education (Instructor)

GROUP TOTAL	FEMALE	TOTAL MINORITY	Black	Hispanic	Asian
2	0	1	0	0	1
1	0	1	1	0	0
3	1	2	1	0	1
3	0	1	0	1	0
2	2	2	2	0	0
3	2	2	0	1	1
3	3	2	1	1	0
2	2	1	1	0	0
1	1	0	0	0	0
2	2	0	0	0	0
1	1	0	0	0	0
1	0	1	0	1	0
3	2	1	1	0	0
1	1	1	0	0	1
3	1	1	0	1	0
2	2	1	1	0	0

**B. Non-Instructional Units**

Admin. Supt. Of Bldgs & Grounds  
Basic Crafts  
Broadcasting  
Campus Peace/Sec. Officer Lev. 2  
Chief Administration Building & Grounds  
College /EOC Accountant  
Disability Accomodation Specialist  
IT Computer Systems Manager  
Media Services (Print Shop)  
Nurse  
Security Director  
Skilled Crafts Supervisory

1	0	0	0	0	0
3	0	3	3	0	0
1	1	1	1	0	0
3	2	2	2	0	0
0	0	0	0	0	0
2	0	2	1	1	0
1	0	1	0	1	0
1	0	1	0	0	1
1	1	1	1	0	0
1	1	1	1	0	0
1	0	0	0	0	0
1	0	0	0	0	0

BMCC AFFIRMATIVE ACTION PLAN 2012  
UNDERUTILIZATION BY AFFIRMATIVE ACTION UNIT  
INCLUDING ITALIAN AMERICANS AS A MINORITY

**Job Group**

Professorial  
Instructor  
Lecturer  
Admin. I  
Admin. II  
Admin. III  
Admin. IV  
College Accounting Asst.  
Computer Specialist  
CUNY Admin. Asst.  
CUNY Office/Sec. Asst.  
Skilled Trades/Crafts  
Sr. Custodial Supervisor  
Custodial Asst.  
Campus Public Safety Sergeant  
Campus Peace/Sec. Officer Lev. 1

TOTAL EES	FEMALE	TOTAL MINORITY	Black	Hispanic	Asian	Ital. Amer.
366	0	0	0	0	0	0
56	2	0	0	0	0	4
72	0	0	0	0	0	4
15	2	0	0	0	0	1
60	1	0	0	0	0	3
106	0	0	0	0	0	11
36	0	0	0	0	0	4
15	0	0	0	0	0	3
34	0	0	0	0	0	4
11	0	0	0	0	0	0
73	2	0	0	0	0	12
46	1	2	0	3	0	3
7	0	0	0	1	0	0
41	0	0	0	0	0	3
9	0	0	0	0	1	0
55	0	0	0	7	0	2

NOTE: A number in the column "Female", "Total Minority", "Black", "Hispanic", "Asian" or "Italian American" indicates a hiring goal. Pursuant to CUNY policy, hiring goals will not be established for "Instructor" and "Lecturer" titles.