

BOROUGH OF MANHATTAN COMMUNITY COLLEGE
THE CITY UNIVERSITY OF NEW YORK

AFFIRMATIVE ACTION PLAN

FALL 2016



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

September 1, 2016 – August 31, 2017

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Table of Contents

I.	INTRODUCTION	4
A.	COLLEGE OVERVIEW	4
B.	HISTORY	4
C.	MISSION	5
D.	ORGANIZATIONAL CHART	5
II.	NON-DISCRIMINATION AND AFFIRMATIVE ACTION POLICIES	6
A.	THE UNIVERSITY'S POLICY ON EQUAL OPPORTUNITY AND NON-DISCRIMINATION	6
B.	THE UNIVERSITY'S POLICY ON AFFIRMATIVE ACTION	6
C.	THE UNIVERSITY'S POLICY ON SEXUAL MISCONDUCT	7
D.	COLLEGE POLICY	7
III.	RESPONSIBILITY FOR IMPLEMENTATION	8
A.	PRESIDENT	8
B.	CHIEF DIVERSITY OFFICER	8
C.	COLLEGE OFFICIALS	9
D.	DIVERSITY/AFFIRMATIVE ACTION COMMITTEE	9
IV.	RESULTS OF STATISTICAL ANALYSES – AREAS OF CONCERN	10
A.	WORKFORCE ANALYSIS	10
B.	JOB GROUP SUMMARY	11
C.	DETERMINING AVAILABILITY	12
D.	UTILIZATION ANALYSIS AND PLACEMENT GOALS	13
E.	HISTORICAL COMPARISONS	13
F.	DETERMINING ADVERSE IMPACT	14
G.	TENURE ELIGIBILITY ANALYSIS	16
H.	ANALYSIS OF SYSTEMIC COMPENSATION	16
V.	ACTION-ORIENTED PROGRAMS	17
A.	IMPLEMENTATION OF 2015 – 2016 AFFIRMATIVE ACTION PROGRAM	17
B.	RESPONSE TO 2016 UNDERUTILIZATION	23
C.	INTERNAL AUDIT AND REPORTING	23
VI.	INDIVIDUALS WITH DISABILITIES AND PROTECTED VETERANS	25
A.	POLICY STATEMENT ON EQUAL EMPLOYMENT OPPORTUNITY	25
B.	REVIEW OF PERSONNEL PROCESSES	25
C.	REVIEW OF PHYSICAL AND MENTAL QUALIFICATIONS	26
D.	REASONABLE ACCOMMODATION	26
E.	HARASSMENT PREVENTION PROCEDURES	27
F.	EXTERNAL DISSEMINATION OF POLICY	27
G.	OUTREACH AND POSITIVE RECRUITING	27
H.	INTERNAL DISSEMINATION OF POLICY	28
I.	AUDIT AND REPORTING SYSTEM	29
J.	RESPONSIBILITY FOR IMPLEMENTATION	29
K.	TRAINING	30
L.	COMPARISON TO BENCHMARKS	30
VII.	APPENDICES	32
A.	APPENDIX A: ORGANIZATION CHART	33
B.	APPENDIX B: PRESIDENT'S RE-AFFIRMATION LETTER	34
C.	APPENDIX C: AFFIRMATIVE ACTION UNIT STRUCTURE	35
D.	APPENDIX D: UTILIZATION ANALYSIS WORKSHEETS	36

E.	APPENDIX E: RESULTS OF UTILIZATION ANALYSIS AND ANNUAL PLACEMENT GOALS	37
F.	APPENDIX F: PROGRESS REPORT OF HISTORICAL UNDERUTILIZATION 2012-2016	38
G.	APPENDIX G: UNDERUTILIZATION SUMMARY FOR PROFESSORIAL JOB GROUPS	39
H.	APPENDIX H: PERSONNEL ACTIVITY TABLE (EMPLOYEE AND APPLICANT DATA)	40
I.	APPENDIX I: IMPACT RATIO ANALYSIS	41
J.	APPENDIX J: TENURE ELIGIBILITY SURVEY	42
K.	APPENDIX K: COMPENSATION PRACTICES	43
L.	APPENDIX L: BENCHMARK COMPARISONS FOR VETERANS AND INDIVIDUALS WITH DISABILITIES.....	44
M.	APPENDIX M: VETS 4212 REPORT.....	45

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.

It covers the following time periods:

Reporting Year (basis for data): July 1, 2015 – June 30, 2016 and

Program Year (basis for goals/ plans): September 1, 2016 – August 31, 2017

A. COLLEGE OVERVIEW

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

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

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

B. HISTORY

BMCC was founded in 1963 and opened in 1964 as a small, primarily business-oriented community college offering programs aimed at the business community. Originally located 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. The college also created on-site training and management development courses for mid-level employees. BMCC has continuously modified its in-house and on-site programs.

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

A new building spanning four city blocks, from Chambers Street to North Moore Street, was constructed in lower Manhattan to serve as the school's main campus. It opened in January of 1983. BMCC is the largest college in CUNY system, with approximately 25,525 students, and is the first community college in Manhattan.

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

C. MISSION

BMCC 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. BMCC is also committed to providing collaborative programs and services responsive to the educational, cultural and recreational needs of the community.

Consistent with its stated mission, the College supports the following goals:

- To provide higher education to a diverse urban constituency in support of CUNY's policy of open admissions.
- To provide a collegiate environment conducive to the advancement and reinforcement of teaching and learning.
- To provide all students with a level of proficiency in basic skills to assure their readiness for, and likely success in, college and the workplace.
- To enable and encourage students to make sensible and informed choices in setting their academic, career and personal goals.
- To provide for all students a general education that fosters personal development, intellectual curiosity and critical thinking to enhance informed and effective participation in society.
- To promote multicultural awareness and understanding in our college community and respect for pluralism and diversity in our society.
- To prepare liberal arts and career students for transfer to four-year colleges.
- To prepare students in career programs for employment and career mobility.
- To encourage lifelong learning independent of degree programs.
- To enhance cultural, recreational and social life of the community.
- To maintain a governance structure that facilitates the participation of faculty, administrators, and students in the life of the College and encourages contributions and involvement by alumni and advisory groups.

D. ORGANIZATIONAL CHART

Appendix A - Organizational Chart

A summary organizational chart for BMCC is attached as *Appendix A*.

II. NON-DISCRIMINATION AND AFFIRMATIVE ACTION POLICIES

A copy of the President's Re-affirmation Letter is provided in *Appendix B*.

As a part of The City University of New York, a public university system, the BMCC 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.

Policies and procedures on non-discrimination, sexual misconduct, sexual harassment, and affirmative action are posted on the CUNY website at the following address:

[Click for CUNY's Policies \(www.cuny.edu/about/administration/offices/ohrm/policies-procedures.html\)](http://www.cuny.edu/about/administration/offices/ohrm/policies-procedures.html)

A. THE UNIVERSITY'S POLICY ON EQUAL OPPORTUNITY AND NON-DISCRIMINATION

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

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

It is also the University's policy to provide reasonable accommodations when appropriate to individuals with disabilities, individuals observing religious practices, employees who have pregnancy or childbirth-related medical conditions, or employees who are victims of domestic violence/stalking/sex offenses.

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

B. THE UNIVERSITY'S POLICY ON AFFIRMATIVE ACTION

The University's overall policy on Affirmative Action, dated 5/28/1985, is part of CUNY's Manual of General Policy. It reads:

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

RESOLVED, That the Board of Trustees of CUNY reaffirms its commitment to affirmative action and directs the Chancellery and the colleges to reemphasize the taking of the positive steps that will lead to recruiting, hiring, retaining, tenuring, and promoting increased numbers of qualified minorities and women.

(Board of Trustees Minutes, 1985, 05-28,6,C)

C. THE UNIVERSITY'S POLICY ON SEXUAL MISCONDUCT

The University's Policy on Sexual Misconduct (effective 1/1/2015), also addresses sexual harassment, gender-based harassment, and sexual violence. It states:

Every member of CUNY community, including students, employees and visitors, deserves the opportunity to live, learn and work free from sexual harassment, gender-based harassment and sexual violence. Accordingly, CUNY is committed to:

- 1) Defining conduct that constitutes prohibited sexual harassment, gender-based harassment and sexual violence;
- 2) Providing clear guidelines for students, employees and visitors on how to report incidents of sexual harassment, gender-based harassment and sexual violence and a commitment that any complaints will be handled respectfully;
- 3) Promptly responding to and investigating allegations of sexual harassment, gender-based harassment and sexual violence, pursuing disciplinary action when appropriate, referring the incident to local law enforcement when appropriate, and taking action to investigate and address any allegations of retaliation;
- 4) Providing ongoing assistance and support to students and employees who make allegations of sexual harassment, gender-based harassment and sexual violence;
- 5) Providing awareness and prevention information on sexual harassment, gender-based harassment and sexual violence, including widely disseminating this policy, and implementing training and educational programs on sexual harassment, gender-based harassment and sexual violence to college constituencies; and
- 6) Gathering and analyzing information and data that will be reviewed in order to improve safety, reporting, responsiveness and the resolution of incidents.

D. COLLEGE POLICY

It is the policy of the BMCC to recruit, employ, retain, promote, and provide benefits to employees and to admit and provide services for students without regard to race, color, national or ethnic origin, religion, age, sex, sexual orientation, gender identity, marital status, disability, genetic predisposition or carrier status, alienage, citizenship, military or veteran status, unemployment status or status as victim of domestic violence. Our policy is reaffirmed by the president annually (*see Appendix B*).

III. 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 Officer, Executive Officers (Provost, Vice Presidents, Deans, and Administrators), Directors, Academic Department Chairpersons as well as Managers and Supervisors of Administrative Offices have undertaken the responsibilities described below.

A. 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 CUNY's policies. This role includes, but is not limited to, the following duties:

- Designates appropriate personnel with the responsibility for overseeing, administering, implementing, and monitoring the College's AAP, specifically, appointing a chief diversity officer (CDO), 504/ADA coordinator and a Title IX coordinator.
- Ensures personnel responsible for all AAP components are given the necessary authority, top management support, and staffing to successfully implement their assigned responsibilities.
- Communicates 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 Appendix B.*)
- Submits required reports to the University Offices and to external parties as needed.

B. CHIEF DIVERSITY OFFICER

The President has designated **Odelia Levy, Esq.** to serve as the Chief Diversity Officer (CDO) and Special Advisor to the President, 504/ADA coordinator, and Title IX coordinator.

The CDO's office is located at:
199 Chambers Street, Room S701k
New York, NY 10007
(212) 220-1236
OLevy@bmcc.cuny.edu

As the President's primary designee in this area, the CDO is responsible for the following:

- Provides confidential consultation for, investigates, and resolves internal complaints of discrimination/harassment.
- Distributes the following policies annually: the *Policy on Equal Opportunity, Non-Discrimination, and on Sexual Misconduct*; the *Affirmative Action Policy*; and the contact information for the CDO, Title IX Coordinator, and the 504/ADA coordinator.

- Prepares and communicates the AAP reports.
- Communicates changes to University policy as well as Federal, State, and local regulations regarding affirmative action and equal employment opportunity.
- Publicizes the policies widely and ensures they are incorporated into the training curriculum employees and search committees.
- Evaluates the impact of affirmative action programs in general and the effectiveness of specific initiatives.
- Analyzes affirmative action data and assists in the identification of problem areas and causes.
- Monitors employee recruitment, selection, termination and transfer policies and practices to ensure conformance to our EEO/AAP policies.
- Keeps management apprised of the latest developments in the entire equal employment opportunity/affirmative action arena.
- Implements strategies to promote recruitment and retention of under-represented groups.

C. COLLEGE OFFICIALS

College Officials - Executives, Chairpersons, Managers, and Supervisors - are crucial partners in the success of the equal employment/affirmative action program as they ensure compliance with the College's affirmative action policy and help foster an inclusive environment.

These individuals:

- Assure that their unit(s) adhere to Non-Discrimination and Affirmative Action Policies.
- Assist the President and CDO in developing, maintaining, and implementing the AAP.
- Foster an inclusive environment within their sphere of influence.

D. DIVERSITY/AFFIRMATIVE ACTION COMMITTEE

The College previously utilized a Diversity/Affirmative Action Committee which:

- Advised the President in formulating and implementing affirmative action policy.
- Reviewed proposed amendments to the College governance plan to assure compliance with non-discrimination and affirmative action policies and procedures.
- Developed and implemented strategic diversity plans.
- Promoted educational programs to reflect pluralistic values and goals.

The members of the Diversity/Affirmative Action Committee in the spring/summer of 2015 were:

Edna Asknes
Kristin Elliott-Hood
Nickla Galloway-Brown
Rose Kim
Kanu Nagra
Abdramane Serme
Rosario Torres
Thomas Volpe
Shirley S. Zaragoza

BMCC's new CDO, Odelia Levy, joined the college in February of 2016. BMCC plans to reconstitute the Diversity/Affirmative Action Committee during the course of this coming Plan year.

IV. RESULTS OF STATISTICAL ANALYSES – AREAS OF CONCERN

The College evaluates each employee selection process (e.g., hires, reclassifications, promotions, and terminations) through statistical analyses. The CDO compiles and examines information on the outcomes of selection processes, conducts a utilization analysis using reference data to compare incumbency to labor force availability, and prepares impact ratio analyses.

The data used in the preparation of the Affirmative Action Plan is collected from the *Ethnicity and Gender Report*. This report utilizes data in the University's system of record "CUNYfirst" (CUNY Fully Integrated Resources and Services Tool).

A. WORKFORCE ANALYSIS

We initially conducted a workforce analysis to review, by unit or department and job title, the number of employees by gender and race/ethnicity. The source of this data is the CUNYfirst *Ethnicity and Gender Report* utilizing an effective date of June 15, 2016. The *Workforce Analysis Report* is available upon request from the Office of Compliance and Diversity.

In general, BMCC is comprised of 1,310 total employees. Of that number, 682, or 52% of the employees are women and 628, or 47%, of the employees are men. In the College, women are primarily concentrated in certain academic departments. For example, women are concentrated in Social Science, English, Science, Academic Literacy & Linguistics, MEOC, and Modern Language. Furthermore, females mostly hold administrative titles such as CUNY Administrative Assistant, CUNY Office Assistant, and Assistant Purchasing Agent/ Accountant Assistant. Despite these areas of concentration, there is still a lack of representation of women in certain areas. For instance, females are absent from Skilled Trades and Mail Message/Service worker jobs. They also hold very few IT positions. At BMCC, minorities comprise 63% of the total workforce. Minorities are primarily concentrated in certain academic departments. For example, minorities are concentrated in Counseling, Computer Applications (CIS), Center for Ethnic Studies, and MEOC. Furthermore, minorities primarily hold the following administrative jobs: Campus Peace Officer, Campus Security Assistant, CUNY Office Assistant, Finance Accountant Assistant, Mail Messenger Services Worker, Custodial Assistant, Custodial Supervisory and Media Services/Print Shop. Despite these areas of concentration, there is still a lack of minority representation in certain job groups/departments. For example, professorial ranks in the following academic departments: Allied Health/Medical Technology (Asians & Hispanics), Computer Information Systems (Blacks), Counseling (Asians & Hispanics), Health

Education (Asians & Hispanics), Library (Hispanics), Media Arts & Technology (Asians & Hispanics), Modern Language (Blacks), and Science (Blacks). With respect to administrative jobs, a lack of representation of Asians is only seen in the Public Safety Sergeant. Overall, minorities are well represented in most administrative positions.

B. JOB GROUP SUMMARY

Appendix C – Affirmative Action Unit Structure

Appendix D – Utilization Analysis Worksheets

An analysis of the employee population by EEO job grouping is the basis for statistical analyses and comparisons.

The College's 1310 full-time employees are employed in titles which are grouped into major categories (Job Groups) and sub-categories (Affirmative Action Units). Job titles are assigned to Affirmative Action Units based on duties, qualifications, and other conditions of employment.

The Affirmative Action Unit Structure in Appendix C provides a listing of the Job Groups and Affirmative Action Units for faculty and staff.

We begin our review by organizing employee data according to Affirmative Action Unit and demographic category in the *Utilization Analysis Worksheets* (UAW) which are provided in Appendix D.

Worksheets are not prepared for units with four or fewer employees.

To evaluate representation by race/ethnicity, we use the federally-mandated categories of Asian, Black/African American, and Hispanic. As employees who identify as American Indian/Alaska Native or Hawaiian/Native Pacific Islander comprise less than two percent of both the University workforce and the local population, they are not analyzed as a discrete group. Individuals identifying as American Indian/Alaska Native are included in the Total Minority category, as are persons of Two or More Races. Individuals identifying as Hawaiian/Native Pacific Islander are included in the Asian category.

Zero employees chose to not identify a gender. One employee either did not identify a race/ethnicity or did not completely specify one.

Job Group	Affirmative Action Unit	Total	# Female	% Female	# Minority	% Minority
Executive/ Administrative/ Managerial	Administration I	20	8	40%	11	55%
	Administration II	92	62	67.4%	53	57.6%
	Administration V	0	0	0%	0	0%
	Computer Systems Manager	Less than 5	Less than 5	Less than 5	Less than 5	Less than 5
	Chief Admin Supt of Buildings and Grounds	Less than 5	Less than 5	Less than 5	Less than 5	Less than 5
	Admin Supt of Buildings and Grounds	Less than 5	Less than 5	Less than 5	Less than 5	Less than 5

	Security Director	5	0	0%	4	80%
	Architect/Engineering Manager	Less than 5	Less than 5	Less than 5	Less than 5	Less than 5
Faculty	Professorial	445	253	56%	183	41%
	Non-Professorial Lecturer	83	46	55%	48	57%
	Non-Professorial Instructor	45	19	42%	23	51%
Professional Non-Faculty	Administration III	185	120	64.9%	145	78.4%
	Disability Accommodation Specialist	Less than 5	Less than 5	Less than 5	Less than 5	Less than 5
	Nurse	Less than 5	Less than 5	Less than 5	Less than 5	Less than 5
Technical/Paraprofessional	Administration IV	35	12	34.3%	27	77.1%
	Accountant	Less than 5	Less than 5	Less than 5	Less than 5	Less than 5
	Accountant Assistants	15	12	80%	11	73.3%
	Broadcasting/Media	Less than 5	Less than 5	Less than 5	Less than 5	Less than 5
	Computer Specialists	37	5	13.5%	32	86.5%
	Engineer Technicians	Less than 5	Less than 5	Less than 5	Less than 5	Less than 5
	Media/Print Shop	7	3	42.9%	6	85.7%
Secretarial/Clerical	CUNY Administrative Assistant	9	9	100%	7	77.8%
	CUNY Office Assistant	87	77	88.5%	79	90.8%
	Mail Message Services Worker	6	0	0%	6	100%
Skilled Trades/Crafts	Skilled Trades/Crafts Supervisory	59	0	0%	22	37.3%
	Skilled Trades/Crafts, Non-Supervisory	Less than 5	Less than 5	Less than 5	Less than 5	Less than 5

C. DETERMINING AVAILABILITY

Appendix D – Utilization Analysis Worksheets

Availability is an estimate of the proportion of each gender and racial/ethnic group available for employment in the labor market from which the College would be expected to recruit. Availability is calculated by Affirmative Action Unit and updated periodically. Availability indicates the approximate percentage each gender and racial/ethnic group could reasonably be expected to be represented in each Affirmative Action Unit (job group).

As per federal regulations, the College uses recent and discrete statistical information to calculate availability. As an educational institution, most availability data is calculated using the “earned degrees conferred” information from the U.S. Department of Education and the *American Community Survey* (2007-2011). We also take into account the geographic location of the labor market from which CUNY recruits.

For titles with internal promotion paths, the composition of employees eligible for promotion in the feeder titles is also used to calculate availability.

A description of the specific sources and methods used to determine availability is attached to the Utilization Analysis Worksheet for each Affirmative Action Unit (see *Factor/Source Sheets and Degrees Conferred Charts*).

D. UTILIZATION ANALYSIS AND PLACEMENT GOALS

Appendix D – Utilization Analysis Worksheets

Appendix E – Results of Utilization Analysis and Annual Placement Goals

The last step in the utilization analysis is a side-by-side comparison of the gender and race/ethnicity of employee groups and labor market availability data.

Utilization analysis assesses the differences between the composition of the workforce (incumbents) and the general labor market (availability). Underutilization is defined as any Affirmative Action Unit in which fewer minorities or women are employed than would reasonably be expected given their availability in the workforce. The difference between incumbency and availability is calculated in terms of whole persons (i.e., estimating how many women and members of protected racial/ethnic groups are underutilized).

The underutilization of females and total minorities detailed in the Utilization Analysis Worksheets, is summarized in the *Results of Utilization Analysis and Annual Placement Goals* in *Appendix D*. Where there is underutilization of one person or more, the College establishes a Placement Goal for the recruitment and/or promotion for that particular job group, calculated in terms of whole persons.

E. HISTORICAL COMPARISONS

Appendix E – Results of Utilization Analysis and Annual Placement Goals

Appendix F – Progress Report of Historical Underutilization 2012 – 2016

Appendix G – Underutilization Summary for Professorial Job Groups

We compare the 2016 Utilization Analysis with prior year's findings (2015 Utilization Analysis) and progress toward goal attainment, whether positive (greater utilization of women and minorities) or negative (less utilization). We then review possible underlying causes.

The *Progress Report* in *Appendix F* is an historical comparison for the years of 2012 through 2016.

In reviewing the results of this year's utilization analysis (2016) as compared with last year's analysis (2015), we observed the following differences:

Executive/Administrative/Managerial

Underutilization of women remained the same in the Administration 1 job group (and underutilization of 2). There was no underutilization of minorities, which was the same as the previous year.

Faculty

This EEO category saw a mix of an increase of underutilization and a decrease of underutilization of various underrepresented groups. For example, decreases were seen in Media Arts & Technology (Blacks). At the same time, this EEO category also witnessed an increase of underutilization. This was evident in the following job groups: Academic Literacy and Linguistics (Women), Library (Hispanic), Physical Sciences (Black), Speech, Communication & Theatre Arts (Blacks).

- Underutilization detail for faculty is also provided in *Appendix G: Underutilization Summary for Professorial Job Groups*

Professional/Non-Faculty

Underutilization of women decreased by three in the Administration III job group due to the number of female employees rising from 108 to 120. Underutilization of minorities remained the same at zero.

Secretarial/Clerical

This category had both a decrease and an increase of underutilization for select underrepresented groups. For example, underutilization for Hispanics was reduced in the CUNY Administrative Assistant job group. Furthermore, underutilization for Asians increased in this same job group.

Technical/Paraprofessional

In the Administration IV job group, underutilization of women rose from 1 to 2 due to the number of female employees moving from 13 to 12 employees.

Skilled Crafts

Underutilization for women rose from 1 to 2 in the Service/Maintenance job group. There was no underutilization for minorities. It should be noted however, that this job group lacks female representation.

Service/Maintenance

The underutilization remained the same in this category.

F. DETERMINING ADVERSE IMPACT

Appendix H – Personnel Activity Table (Employee and Applicant Data)

Appendix I – Impact Ratio Analysis Worksheets

As per the Federal *Uniform Guidelines on Employee Selection*, we analyze personnel actions for potential adverse impact. Adverse impact is defined by the Uniform Guidelines as a substantially different rate of selection in hiring, promotion or other employment decision which works to the disadvantage of members of a race, sex or ethnic group.

We collect data on personnel actions through a variety of sources, including CUNYfirst system reports and data provided by the Offices of Human Resources, Academic Affairs, and Compliance and Diversity. Data is organized by EEO Job Group/Category with detail by race/ethnicity and gender. This information is summarized in the *Personnel Activity Table (Appendix H)*. The first chart in the Appendix provides data on major actions: New Hires, Terminations, Upgrades, and Transfers. The second chart provides detail on recruitment activity: Applicants, Interviews, and Offers. A detailed discussion follows.

The *Impact Ratio Analysis (Appendix I)* illustrates disparities and/or adverse impact in personnel transactions. We analyze transactional data for minorities and non-minorities and for men and women. We analyze hires by comparing the number of hires to applicants, analyze promotion, upgrades/re-classification and transfers by comparing the number of employees promoted to incumbents, and analyze terminations

by calculating the attrition rate by comparing the number of terminations to incumbents.

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.

1. Analysis of Personnel Activity Table

New Hires

This group includes individuals hired into new positions through a posting, search, and selection process (whether or not they previously worked at the College).

The College hired 166 new full time employees; of these 98 were women, and 101 were minorities.

Terminations/Separations

This group includes individuals separated for both voluntary and involuntary reasons, including the scheduled end of a time-limited appointment.

The number of employees separated from the workforce was 128, including 65 women and 82 minorities.

Upgrades and Promotions

This group includes faculty who received a promotion in rank, Higher Education Officer Series employees who received a reclassification of position, and Civil Service employees promoted according to the promotional path for their titles.

Of the members of the professoriate who applied for promotion, zero received an upgrade in rank.

Tenure decisions will be discussed in the next section.

Transfers

This group primarily consists of individuals transferred between departments under the terms of bargaining unit agreements and Civil Service employees moving to new locations through the Civil Service Transfer Roster process. Transfers may be either voluntary (at the request of the employee) or involuntary (for reasons which may include reorganization).

Zero employees transferred during the course of the Plan year.

2. Analysis of Applicant Data/Recruiting Documentation

Of the 14,855 applicants, 8,733 of them were women. BMCC received applications from 10,111 minorities. Offers were made to 54 women and 52 total minorities (compared to 38 offers made to males and 40 offers made to non-minorities).

3. Impact Ratio Analysis

A review of the impact ratio analysis identified adverse impact (defined as being at a standard deviation or 2 or higher) for minority hires in Skilled Trades (2.58) and for women terminations in Technical/Paraprofessionals (2.09). The analysis did not identify statistically significant adverse

impact in the remaining categories.

G. TENURE ELIGIBILITY ANALYSIS

Appendix J – Tenure Eligibility Survey

Tenure is a type of permanent employment status which applies to faculty in professorial titles and to college laboratory technicians. Historically, one of the intents behind granting tenure has been to help assure that the faculty has limited interference in its academic pursuits. Generally, an employee with tenure can be dismissed only as a result of a disciplinary procedure.

Faculty members with professoriate rank (Assistant Professor, Associate Professor, Professor, or equivalent titles) and College Laboratory Technicians (CLTs) are eligible for tenure. Faculty members at the Lecturer rank are eligible for a Certificate of Continuous Employment. Members of each group become eligible upon serving a specified term of service as defined in University policy statements and bargaining unit contracts. In some cases, faculty members may receive consideration for early tenure. Eligible members are recommended based on a review by Departmental and College-wide Personnel and Budget (P&B) Committees. The President presents recommended candidates for tenure or CCE to the CUNY Board of Trustees. Upon Board approval, barring special exceptions, tenure becomes effective the following September 1st.

We analyze data related to tenure decisions for employees in titles eligible for tenure or a similar status, Certificate of Continuous Employment (CCE) which is awarded to faculty in the Lecturer title. A review of the tenure decisions compares employees eligible for tenure to those granted tenure or CCE.

A review of the tenure decisions, as summarized in the *Tenure Eligibility Survey* by ethnicity and gender, reveals the following: a total of 44 members of faculty were eligible for tenure and 43 of those members were recommended for tenure. Of that number, seven were Black, six were Asian and five were Hispanic. The gender breakdown was 27 women and 17 men. Academic units of those eligible for tenure included the following: Academic Literacy & Linguistics, Accounting, Art & Music, Business Management, Center for Ethnic Studies, English Language/Literature, Health Education, Library, Mathematics, Modern Languages, Nursing, Science, Social Science, and Speech/Communication/Theatre Arts.

H. ANALYSIS OF SYSTEMIC COMPENSATION

Appendix K – Compensation Practices

The University's employees are compensated under a number of pay plans based on title and/or bargaining unit. These include an Executive Compensation Plan (ECP), Faculty and Non-Teaching Instructional Staff Pay Schedules, and Classified Civil Service Plans for Managerial Personnel, Non-Managerial Staff, and Skilled Trades. Plans may be based on bargaining unit contracts, Civil Service regulations, New York City Comptroller's Determinations, and/or University policy.

We review compensation practices as described in *Appendix K*, including:

- Setting of Starting Salaries
- Performance-Based Pay
- Pay Increases Upon Promotion
- Tracking of Compensation Decisions

- Document Retention Practices
- Assignment of Overtime/Additional Assignments.

We also review employee salaries by compensation job groups (titles with similar duties and conditions of employment); job title; and job function (non-faculty) or discipline (faculty). Any area in which there was a pay discrepancy on the basis of race or gender exceeding 5% is flagged for review of the pay of individual incumbents. See *Appendix K* for further information.

V. ACTION-ORIENTED PROGRAMS

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

A. IMPLEMENTATION OF 2015 – 2016 AFFIRMATIVE ACTION PROGRAM

Results-oriented activities to address underutilization during the July 1, 2015 – June 30, 2016 Plan year include:

BMCC continues to expand the College's diversity recruitment and outreach efforts. The CDO and Digital Recruiter coordinate resources to ensure that diversity outreach efforts are timely, recurring, and wide-reaching. This collaboration allows the Digital Recruiter to engage in targeted outreach and address underutilization in an impactful manner. The Digital Recruiter utilizes online tools, including social media recruitment opportunities on LinkedIn and Twitter, to establish BMCC as an employer of choice and to distribute BMCC opportunities to a wealth of diversity recruitment sources. For example, when utilizing LinkedIn and Twitter for faculty applicant sourcing, the job opportunities are sent to diversity groups, including, but not limited to, Latino Professionals, The Black Ivy Alumni League, Woman 2 Woman Business, Italian American Professionals, National Association of Italian Americans, Recruit Military, and Diversity Recruiting. This ensures that openings are widely distributed to a diverse applicant pool. Furthermore, positions are advertised on the Smart Recruiter platform, which distributes the openings to sites, including, but not limited to, Hispanics Today, The Black Perspective, Diversityjobs.com, and Diversity in Education.

In addition, BMCC personnel regularly attend webinars and trainings regarding best practices in faculty diversity recruitment, including *The HR Role in Recruiting Minority Faculty/Staff* as well as *Developing a Community College Minority Faculty/Staff Recruitment Plan*. These recruitment efforts are designed to further enhance BMCC's applicant pools of underrepresented groups. BMCC will continue to assess the results of these good faith outreach efforts and will continue to reshape its recruitment strategies. Furthermore, BMCC continues to engage in affirmative outreach efforts to recruit members of the military. BMCC personnel attended multiple job fairs for veterans, including Veterans on Wall Street, Recruit Military, and Hiring Our Heroes.

1. Goal Attainment 2015-2016: Addressing Underutilization

The College hired 166 employees into full time positions between July 1, 2015 and June 30, 2016 as depicted in the *Personnel Activity Table (Appendix H)*. The impact of these appointments is included in the *Results of the Utilization Analysis and Annual Placement Goals (Appendix D)*, which identifies the extent to which disparities between incumbency and availability in AAUs were eliminated, reduced

or remained unchanged.

In last year's affirmative action plan, underutilization was identified in the following AAUs: Accounting, Allied Health, Center for Ethnic Studies, Computer Information Systems, Academic Literacy and Linguistics (professor and lecturer), MEOC (lecturer), Health Education, Mathematics (professor and lecturer), Modern Language, Social Science (instructor), Speech (professor and lecturer) and Teacher Education. In order to achieve its goals, the college anticipates hiring several faculty positions (including substitutes) during the academic year.

Similarly, underutilization was identified in the following non-professorial AAUs: Administration I, Administration III, Administration IV, Computer Specialist, CUNY Office Assistant, Skilled Trades, Custodial Supervisory, Campus Public Safety Sergeant, Campus Peace Officer, and Mail Messenger Services Worker.

2. Initiatives and Activities

The College initiated a variety of programs to address underutilization and encourage an inclusive climate. The College periodically reviews the effectiveness of the programs and makes adjustments to promote greater success.

As part of the College's Faculty Diversity Strategic Plan, various multi-year initiatives have been identified in the 2013-2018 timeframe to support the University's educational mission through recruiting and retaining a diverse faculty. These initiatives include the following:

- The Center for Teaching, Learning and Scholarship (CETLS) established a mentoring program for tenure track faculty called the Teaching Academy. Cohorts of up to 20 tenure track faculty work in small groups with a Master Teacher, who is a tenured faculty member, over the course of four semesters. The Teaching Academy started in January 2015 with a cohort of 15 faculty members and introduced a second cohort of 13 faculty members in January 2016. The program will be expanded to include up to 20 faculty in 2017.
- Several academic departments at BMCC offer mentoring programs that pair veteran faculty with new faculty members. For example, formal or informal mentoring programs are offered by several departments, including, but not limited to, Ethnic Studies, Social Sciences/Human Services/Criminal Justice, and Science. The College will continue to analyze additional opportunities for faculty mentoring that can be applied throughout the College.
- BMCC continues to enrich our talented faculty via professional development. In addition to the Teaching Academy initiative discussed above, BMCC utilized a multi-faceted approach to enhance faculty professional development:
 - CETLS – BMCC continues to offer faculty members professional development offerings through CETLS. During the past year, CETLS offered professional development activities for faculty on various topics such as student engagement, supporting and empowering students in the classroom, queer communities at BMCC, spirituality in higher education, and cross cultural approaches to Latino/a studies.
 - Two related programs, both supported by the National Endowment for the Humanities, provide professional development for faculty and enhance skills as well as diversity best practices. The *Cultivating Global Competencies in a Diverse World* program, an interdisciplinary professional development and curriculum enhancing project, trains faculty to integrate global competencies into BMCC's humanities curriculum. This program helps faculty develop and revise their pedagogical approach. Several cohorts of faculty have been recruited. The College has 16 faculty members scheduled for the Summer of 2016 and is currently recruiting members for Fall 2016. Faculty members

attend workshops and speaker series and receive stipends to revise syllabi, assignments, and class activities to reflect global competencies. BMCC is one of three community colleges nationwide to have received this grant. The *Building Asian American Studies* program, which includes a Faculty Development Summer Institute, is designed to expand the teaching of Asian American Studies. BMCC recruited faculty in the Spring of 2016 to participate in the program to engage the local histories, cultures, and identities of diverse, new, and underrepresented Asian American communities in the New York City area. BMCC Faculty participants will also be awarded stipends.

- The College continues to take measures to promote an inclusive and welcoming environment for all faculty members. To continue the ongoing commitment to diversity and inclusion, the College promotes the *Balancing the Curriculum: Gender, Race and Class (BTC)* seminar. This program is designed to encourage faculty to incorporate diversity in their teaching materials and to address diversity related issues in the classroom. This year's seminar encouraged implementing a culture of respect in the classroom and in the college community. Workshops included "A Discussion on Race, Exclusion, and Islamophobia" and a session on "Women, Feminism, Citizenship, Immigration." Coordinated by the Center for Ethnic Studies with funding from the Office of Academic Affairs, this project will continue for 2016-17 and into the future. The professional development offered by the *Cultivating Global Competencies in a Diverse World* and *Building Asian American Studies*, discussed above, also play a strong role in promoting an inclusive environment for faculty members while increasing an understanding of diversity.
- To help foster an inclusive atmosphere, the College created a New Faculty Spring Orientation program for newly hired faculty members. New faculty members were invited to a half day workshop in Spring 2016, which included remarks from the Provost, sharing success among peers, and a panel presentation from their peers who were hired in the last few years offering discussing pedagogical best practices. Attendees also received information about tenure and promotion procedures. Furthermore, new faculty participated in an interactive Equal Employment Opportunity (EEO) and Sexual Harassment training session, which included breakout sessions to discuss EEO scenarios. BMCC plans on holding these sessions on an annual basis.
- The CDO, who joined BMCC in February 2016, is planning a campus-wide Diversity Day for the 2016 – 2017 academic year. Faculty members will be invited to serve on the planning committee and will play a prominent role in various components of the activities.
- BMCC's Recruiter also attended workshops pertaining to best practices in diversity recruitment, including "Recruiting for Higher Education: finding and hiring diverse top faculty and staff," and "Academic Networks - addressing unconscious bias at your institution" and "LinkedIn Roundtable- discussion on amplifying your talent brand through employee engagement and diversity in the workplace."

The following is a description of the most notable programs undertaken in 2015 - 2016:

Faculty Fellowship Publication Program

Recognizing that publication of academic works is one of the key criteria for advancement, the University's Faculty Fellowship Publication Program aims at advancing the University goal of a diverse professoriate through mentoring and educational programs which address preparing materials for publication.

Diversity Projects Development Fund

CUNY's Diversity Projects Development Fund provides funding for College research and/or

educational activities related to traditionally underrepresented groups. BMCC received an award from Central for the College's Ethnic Studies department.

Diversity Activities and Programs

Each year the College promotes diversity through a program of events. Among the activities to promote diversity at the College, BMCC hosted the following events:

During the course of the Plan year, BMCC sponsored multiple events to celebrate the diversity on our campus. This included sponsoring heritage months and weeks, which included activities ranging from exhibits and discussions, to films and speakers. During the academic year, BMCC celebrated African Heritage Month, Asian Heritage Month, Hispanic Heritage Month, Italian-American Heritage Month, LGBT Pride Month, Women's Herstory Month. In addition to the above-referenced heritage events, BMCC hosted the annual Saint Patrick's Day Luncheon, featuring traditional Irish cuisine, Irish dancing and Irish music, to benefit the BMCC Student Emergency Fund. BMCC also held a Student Women Leadership Conference and Retreat for student leaders. In addition, BMCC held multiple events to celebrate veterans, including a celebration of the Air Force's 68th birthday and the Navy's 240th birthday.

BMCC promoted disability awareness and hosted a 2016 Job Readiness Summit. As part of Disability Awareness Month, BMCC partnered with CUNY Central and the Mayor's Office for People with Disabilities to connect students with employers, network and attend workshop presentations. The guest speaker was Paralympian Jamie Whitmore.

BMCC promoted domestic violence awareness by sponsoring over 15 workshops and trainings about domestic violence, hosting an annual Walk With Me event, where students and staff march through the campus to raise awareness for domestic violence, and recycling cell phones through Verizon's UHOpeline Program, which donates devices to domestic violence families.

The BMCC Safe Zone program is geared towards providing support to members of the BMCC lesbian, gay, bisexual, transgender, and queer (LGBTQ) community and towards helping to create a more inclusive environment. The Safe Zone program is comprised of faculty and staff volunteers who are committed to being allies and a source of support and information to individuals regardless of their sexual orientation or gender identity. It is a mode of outreach to LGBTQ students to make them feel welcome in all areas of the college. BMCC provides training for faculty and staff as part of the LGBT Safe Zone project.

Finally, the college incorporates diversity in its academic courses. Examples of this commitment can be seen through the college's Center for Ethnic Studies, which offers courses in Asian culture, Africana studies, Africana/Latino studies and Latino studies. In addition to the activities described above, the Center also organized a film series discussion about police brutality and social/economic inequality in our society. The Center for Ethnic Studies also purchased books and provides small stipends for participating faculty and staff. As another illustration, the college provides study abroad programs which are designed to foster multicultural awareness and understanding while encouraging the exchange of knowledge. BMCC sponsored programs to China, Argentina, Canada, Spain, Italy and Greece.

Ongoing Engagement with College Management

The Chief Diversity Officer conducts the following activities to promote management's participation in the Affirmative Action programs:

- Meets regularly with President, members of President's Cabinet to discuss compliance and diversity outreach issues
- Meets with Department Chairs, and Hiring Managers to discuss hiring issues such as diversifying applicant pools, addressing unintended bias, and meeting compliance requirements
- Designs and implements programs/remedies to promote the attainment of placement goals
- Reviews and approves plans to conduct searches to fill job vacancies, both faculty and administrative. The College updates search committee materials to include information about best practices in the diversity recruitment realm. Search committee members received a brochure focusing on best practices in the disability accommodation realm and also receive legal updates about protected categories, including the prohibition on discrimination based on unemployment status.
- Oversees the College's recruitment and advertising programs to assure appropriate outreach to underrepresented groups.

Recruitment Operations

The University's Office of Recruitment and Diversity provides the following services to the College in support of outreach, goal attainment, and general compliance:

- Sends all job postings to State workforce agencies and Veteran's career centers
- Maintains consolidated advertising programs
 - Distributes postings to a variety of internet job boards serving veterans, individuals with disabilities, women, and underrepresented groups through a consortium arrangement with Direct Employers Association
 - Distributes postings to a national network that sponsors a Higher Education job board and employment support service through a consortium arrangement with the Higher Education Recruitment Consortium (HERC)
 - Maintains on-request social media accounts for posting difficult-to-fill positions through arrangements with LinkedIn and Twitter
 - Advertises University-sponsored Civil Service examinations in a wide range of outlets.
- Publishes a detailed guide to compliant search practices that is made available to college Search Committees and a technical guide for Chief Diversity Officers
- Provides a shared on-line site with resources on candidate sourcing (such as internet job board listings for outreach) and other recruitment issues.
- Provides education programs for managers and staff in Human Resources and Diversity on best practices in effective recruiting.

Recruitment and Selection Practices

Placement goals to eliminate underutilization are addressed through advertising and recruiting efforts that broaden the applicant pool, as well as other results-oriented campus initiatives.

Some of the general practices employed to help advance placement goals include:

- Required posting of open positions and of Civil Service Notices of Exam (NOE). Normally faculty vacancies are posted for 60 days and administrative vacancies are posting for 30 days.
- A job application process where all candidates are invited to self-identify race/ethnicity, gender, veteran status, or disability status. This information is kept confidentially and used to analyze the composition of applicant pools by vacancy and overall.
- A committee recruiting process by which a diverse team evaluates candidates according to consistent criteria and job-related interview questions.
- Educational materials for hiring managers and members of recruiting committees, including compliance guidelines such as prohibited questions.
- An annual survey of newly-appointed employees to identify potential areas of concern in how the College communicates with its candidates.
- Ongoing oversight by the CDO.

Targeted Outreach in Response to Underutilization

BMCC engages in recruitment efforts designed to attract diverse applicants and raise the College's profile as an employer of choice. Diversity recruitment sources include: HigherEdJobs.com, HispanicOutlook.com, Diverse-Issues.com, h-net.org, jobs.womenforhire.com, and minoritynurse.com.

BMCC's Recruiter utilizes LinkedIn to advertise positions and shares opportunities with the following diversity groups: Italian American Professionals, Professionals with Disabilities, Recruit Military, The National Italian American Foundation, Women in Technology, Hispanic Professionals, Hero2Hired- H2H, National Black MBA Association, Black Enterprise Network, National Association of Asian American Professionals, Disabled American Veterans (DAV), and the Italian American Civil Rights League. The Recruiter may also utilize <http://diversityinhighereducation.com/about>, <http://www.blackperspective.com/>.

BMCC also attended the following job fairs: Hiring our Heroes, Military Recruit, Veterans on Wall Street, and the New York City Bilingual and Diversity Job Fair.

3. Dissemination of Non-Discrimination Policy and Program

The Non-Discrimination Policy is available on the College's website and the president's Re-Affirmation Letter is sent to all employees. The *Affirmative Action Plan* is available for public inspection.

CUNY Central posts public notices of non-discrimination policies in The New York Times as well as on CUNY web pages. EEO statements are included on each individual job posting.

The College has established training programs for managers and staff on equal employment opportunity, sexual harassment, Title IX and relevant CUNY policies. During the course of the Plan year, BMCC provided in-person training on these topics to close to 200 faculty, staff, and students. The training program is currently being expanded. Furthermore, all BMCC students were sent an legally mandated online training about Title IX, sexual harassment, and related College policies.

B. RESPONSE TO 2016 UNDERUTILIZATION

The College has established placement goals for each Affirmative Action Unit where minority or female representation was disproportional to labor market availability. Corrective actions are taken when underutilization equals at least one full-time equivalent employee.

Placement goals to address female and minority underutilization are established by Affirmative Action Unit as described in Section IV (Results of Statistical Analysis/Areas of Concern).

Placement goals guide recruitment activities with a particular focus on recruiting a broad and inclusive pool of qualified applicants.

Underutilization was identified for several job groups for both women and minorities as indicated in *Appendix D* and *Appendix F*. Please see the above-referenced appendices for further details. When engaging in recruitment for any openings in these job groups, the College will continue to evaluate the effectiveness of its outreach programs and make adjustments as needed. During the course of the next Plan Year, BMCC plans utilize diversity recruitment sources such as HigherEdJobs.com, HispanicOutlook.com, Diverse-issues.com, h-net.org, jobs.womenforhire.com, and minoritynurse.com. BMCC's Recruiter will continue to utilize diversity recruitment sources on LinkedIn, including the following diversity groups: Italian American Professionals, Professionals with Disabilities, Recruit Military, The National Italian American Foundation, Women in Technology, Hispanic Professionals, Hero2Hired- H2H, National Black MBA Association, Black Enterprise Network, National Association of Asian American Professionals, Disabled American Veterans (DAV), and the Italian American Civil Rights League. The Recruiter may also utilize <http://diversityinhighereducation.com/about>, <http://www.blackperspective.com/>. BMCC also plans to attend diversity recruitment job fairs.

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 president has designated the Chief Diversity Officer as having primary responsibility for the audit and reporting system.

Features of the audit and reporting program conducted by the Chief Diversity Officer include:

- Monitoring records of personnel activities, including new hires, transfers, promotions, and terminations
- Monitoring the status of employee self-identification programs
- Reviewing the effectiveness of recruiting outreach and advertising

- Monitoring complaints or incident reports which may indicate underlying trends
- Reviewing personnel activities and the Affirmative Action Plan with senior level officers
- Advising management of program effectiveness and provide recommendations for improvement.

Employment and personnel activity records are maintained in the central CUNYfirst system to provide data used to evaluate and update the Affirmative Action Plan.

VI. INDIVIDUALS WITH DISABILITIES AND PROTECTED VETERANS

A. POLICY STATEMENT ON EQUAL EMPLOYMENT OPPORTUNITY

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

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

It is also the University’s policy to provide reasonable accommodations when appropriate to individuals with disabilities, individuals observing religious practices, employees who have pregnancy or childbirth-related medical conditions, or employees who are victims of domestic violence/stalking/sex offenses.

This Policy also prohibits retaliation for reporting or opposing discrimination, or cooperating with an investigation of a discrimination complaint. (Provide policy statements, including the required anti-retaliation statements, relative to Individuals with Disabilities and Veterans)

Further details on university policies are available on the web site at:

[Click for CUNY's Policies \(www.cuny.edu/about/administration/offices/ohrm/policies-procedures.html\)](http://www.cuny.edu/about/administration/offices/ohrm/policies-procedures.html)

B. REVIEW OF PERSONNEL PROCESSES

Our goal is to ensure all personnel activities are conducted in a manner that provides and promotes equal employment opportunity for employees and applicants with disabilities and protected veterans. To that end we periodically review College personnel processes to identify potential barriers to employment, training, and promotion.

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

Incumbent employees are invited to self-identify through a system available in CUNY’s Employee Self Service Portal. Applicants are invited to self-identify through CUNY’s on-line recruiting system each time they submit an expression of interest in a vacancy. This information is maintained confidentially in CUNY’s central information system (CUNYfirst).

C. REVIEW OF PHYSICAL AND MENTAL QUALIFICATIONS

Our goal is to ensure that all physical and mental qualifications and requirements are job-related and consistent with business necessity and safe performance of the job. We periodically review the College's physical and mental qualifications and requirements as they relate to employment, training, and promotion.

We will repeat a review of a given position when there is a change in working conditions that may impact the job's physical or mental requirements. Examples may include new work requirements or new equipment. As new job qualifications are established, the College will review them to ensure that they would not screen out qualified disabled individuals or protected veterans. To the extent that such a situation might occur, the College takes steps to ensure the requirements are essential functions of these particular jobs.

The University reviews Civil Service specifications for potential issues at the time that they are being either issued or revised.

D. REASONABLE ACCOMMODATION

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. As per the *CUNY Procedures for Implementing Reasonable Accommodation and Academic Adjustments*, 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 Diaz, Esq.
Title: Vice President of Legal Affairs/Faculty & Staff Development
Phone: (212) 220-8305
Fax: (212) 220-2364
Email: rdiaz@bmcc.cuny.edu

The process for requesting an accommodation are detailed in *CUNY Procedures for Implementing Reasonable Accommodation and Academic Adjustments* available at:

[Click for CUNY's Policies \(http://www.cuny.edu/about/administration/offices/ohrm/policies-procedures.html\)](http://www.cuny.edu/about/administration/offices/ohrm/policies-procedures.html).

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.

Individuals with Disabilities may request reasonable accommodations in the recruiting and interviewing process. The procedure is provided on the Employment Page of the CUNY Website and <http://www.bmcc.cuny.edu/hr/upload/CUNYProcedureReasonableAccommodationJune2005.pdf>.

The text of the University's statement is as follows:

Any applicant who requires an accommodation for a disability in order to apply for a position or proceed with the job search process should contact the College's Human Resources office, or the University's Office of Recruitment and Diversity at jobs@cuny.edu, 205 East 42nd Street, 10th Floor, New York, New York 10017.

In the 2015-2016 reporting year, the College:

- While recognizing that many requests are resolved without an official request, the College responded to three requests for reasonable accommodations from employees. One request was granted, one request was withdrawn by the employee, and one employee did not respond to requests for a meeting or for documentation regarding the requested accommodation. There are no outstanding appeals from the July 1, 2015 – June 30, 2016 Plan year.

During the course of the upcoming Plan year, BMCC is will begin a comprehensive bathroom renovation project at the Chambers Street Building. This capital project focuses on providing greater accessibility and includes upgrades to the ventilation and temperature control systems to fixtures, stalls, floors, ceiling and lighting.

As per University policy, the College also provides reasonable accommodations to individuals on the basis of religious practice.

E. HARASSMENT PREVENTION PROCEDURES

The University has developed procedures to ensure that individuals with disabilities or protected veterans are not harassed. (See Section A above, *Policy Statements on Equal Employment Opportunity*). As specified in the University policy, the 504/ADA Coordinator, Odelia Levy, 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.

F. EXTERNAL DISSEMINATION OF POLICY

Each job vacancy announcement has a summary of the University's policy.

The University also its Non-Discrimination Policy in the New York Times twice each year, and on its employment web site ([Click for CUNY's Employment Page \(www.cuny.edu/employment.html\)](http://www.cuny.edu/employment.html)). The University's Offices of Recruitment and Diversity and Labor Relations provide an annual notice of our policies to labor unions.

The College sends written notice of the affirmative action policy to all subcontractors, vendors, and suppliers requesting their compliance with our policy.

G. OUTREACH AND POSITIVE RECRUITING

Efforts to disseminate the *CUNY Policy on Non-Discrimination* and conduct outreach and positive recruitment include the following:

- Initiating and maintaining communication with organizations having special interests in the recruitment of and job accommodations for disabled veterans, other protected veterans, and individuals with disabilities.

- Including workers with disabilities when employees are pictured in educational, promotional, or job advertisements.
- Disseminating information concerning employment opportunities to media that reach disabled veterans, other protected veterans, and individuals with disabilities.
- Informing recruiting sources of the Affirmative Action policy for disabled veterans, other protected veterans, and individuals with disabilities.
- Advertising job openings with a variety of external resources, including the required reporting to the New York State Labor Department and related agencies.
- Filing the VETS-4212 report on an annual basis
- Participating in programs that employ protected veterans and individuals with disabilities.

CUNY participates in the following efforts to recruit Veterans and Individuals with Disabilities which are supported by New York State Civil Service statutes:

- Veterans may apply for additional points added to Civil Service examination scores based on either Veteran or Disabled Veteran Status as defined by State of New York statute. Points are granted only where the Veteran has received a minimum passing score on the examination.
- The University may appoint qualified disabled individuals to classified Civil Service titles without an examination.

H. INTERNAL DISSEMINATION OF POLICY

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

- Including the policies in College publications
- Meeting with senior staff and other supervisors to explain the intent of the policy and individual responsibility for effective implementation
- Scheduling training sessions for employees involved in recruitment, selection, and promotion decision-making
- Advertising the *CUNY Procedures for Implementing Reasonable Accommodation and Academic Adjustments* on College BMCC's website along with the *CUNY Policy on Non-Discrimination* (which also covers protection from harassment on the basis of disability).
- Featuring persons with disabilities in handbooks or similar publications for employees.

I. AUDIT AND REPORTING SYSTEM

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

- Measures the effectiveness of the College's overall Affirmative Action Program and whether the College is in compliance with specific obligations.
- Indicates the need for remedial action.
- Measures the degree to which the College's objectives are being met.
- Determines whether there are any undue hurdles for individuals with disabilities and protected veterans regarding campus sponsored educational, training, recreational, and social activities.

In addition, the 504/ADA Coordinator may consult with the University Dean for Recruitment and Diversity and/or the University Advisory Council on Diversity if audits uncover issues.

504/ADA Coordinators also receive regular guidance concerning reporting systems at periodic meetings sponsored by the University's Office of Recruitment and Diversity.

J. RESPONSIBILITY FOR 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 College compliance activities. He provides senior management support and resources to manage the implementation of this program.

2. The 504/ADA Coordinator

The president assigned the duties of the 504/ADA Coordinator to Odelia Levy.

The responsibilities of the 504/ADA Coordinator may 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

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.

K. TRAINING

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.

As described above, BMCC's Recruiter attended workshops pertaining to best practices in diversity recruitment, including "Recruiting for Higher Education: finding and hiring diverse top faculty and staff," and "Academic Networks - addressing unconscious bias at your institution" and "LinkedIn Roundtable-discussion on amplifying your talent brand through employee engagement and diversity in the workplace."

The Chief Diversity Officer attended trainings, including, but not limited to, the annual conference of the National Center for the Study of Collective Bargaining in Higher Education, Title IX/Clery and VAWA Compliance & University Travel: Reporting and Responding from Travel Sites & Study Abroad Webinar, and Association of Title IX Administrators certification training.

L. COMPARISON TO BENCHMARKS

Appendix L – Benchmark Comparisons for Veterans and Individuals with Disabilities

Appendix M – VETS 4212 Report

The OFCCP has established a utilization goal of 7% per job group for individuals with disabilities, and a hiring rate benchmark for this current year of 7%.

A preliminary review of the extent to which the college meets hiring benches for protected veterans is illustrated displayed in *Appendix L*.

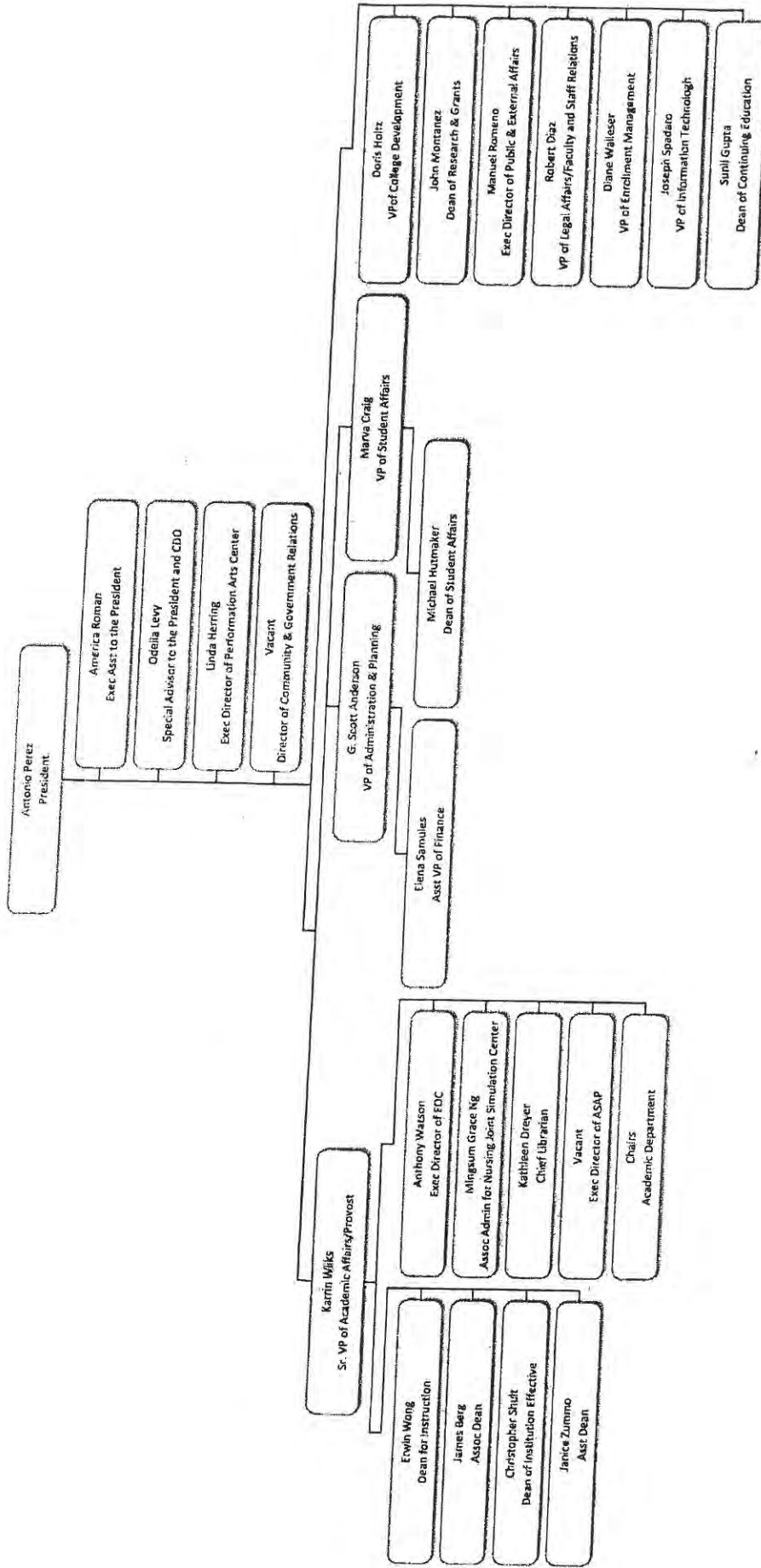
Recruitment, application and appointment processes are monitored to encourage the representation of protected veterans as well as employees and applicants with disabilities.

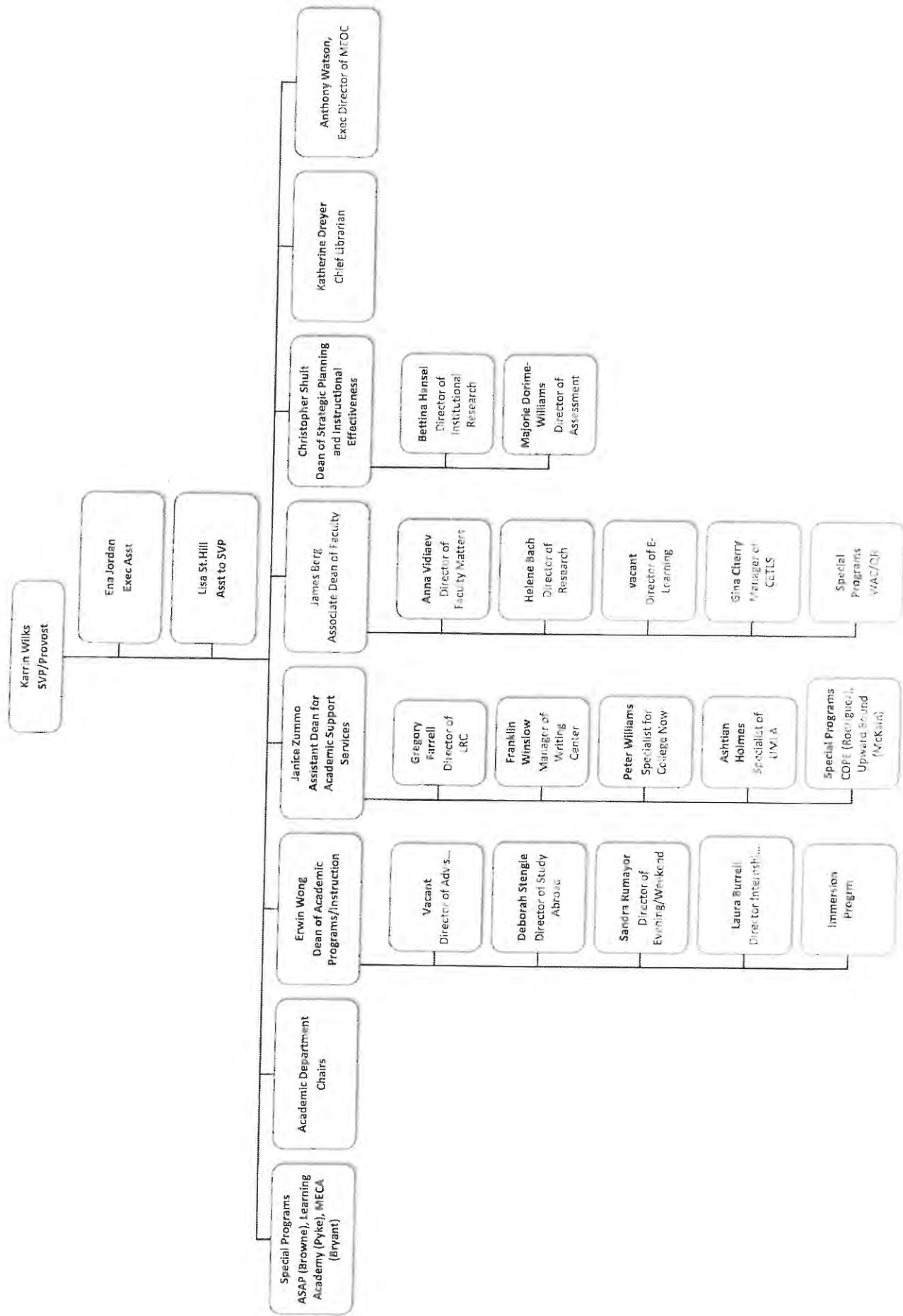
The College plans to conduct a self-audit in the upcoming plan year to determine that data can be accurately and completely reported.

VII. APPENDICES

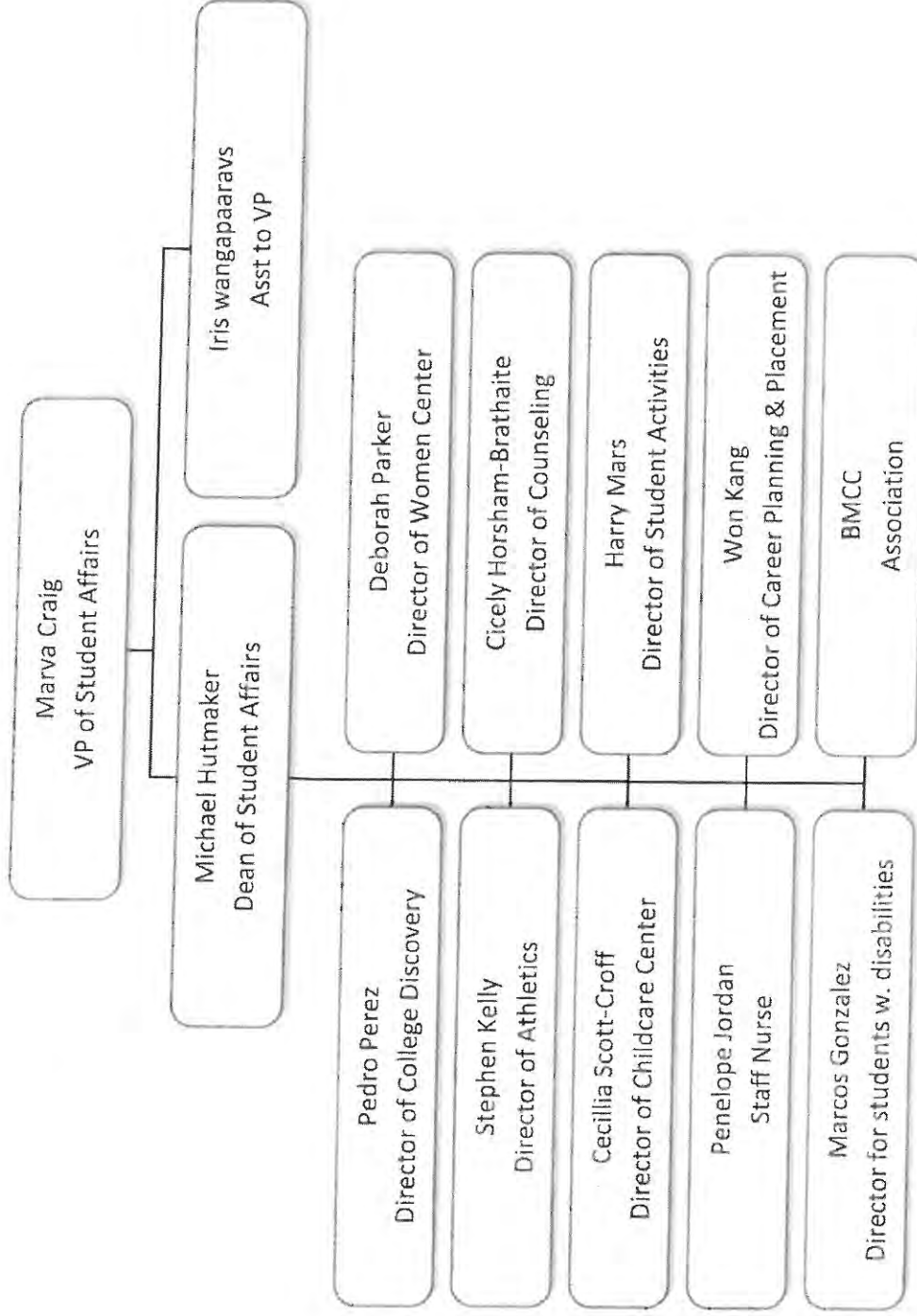
A. APPENDIX A: ORGANIZATION CHART

President's Office

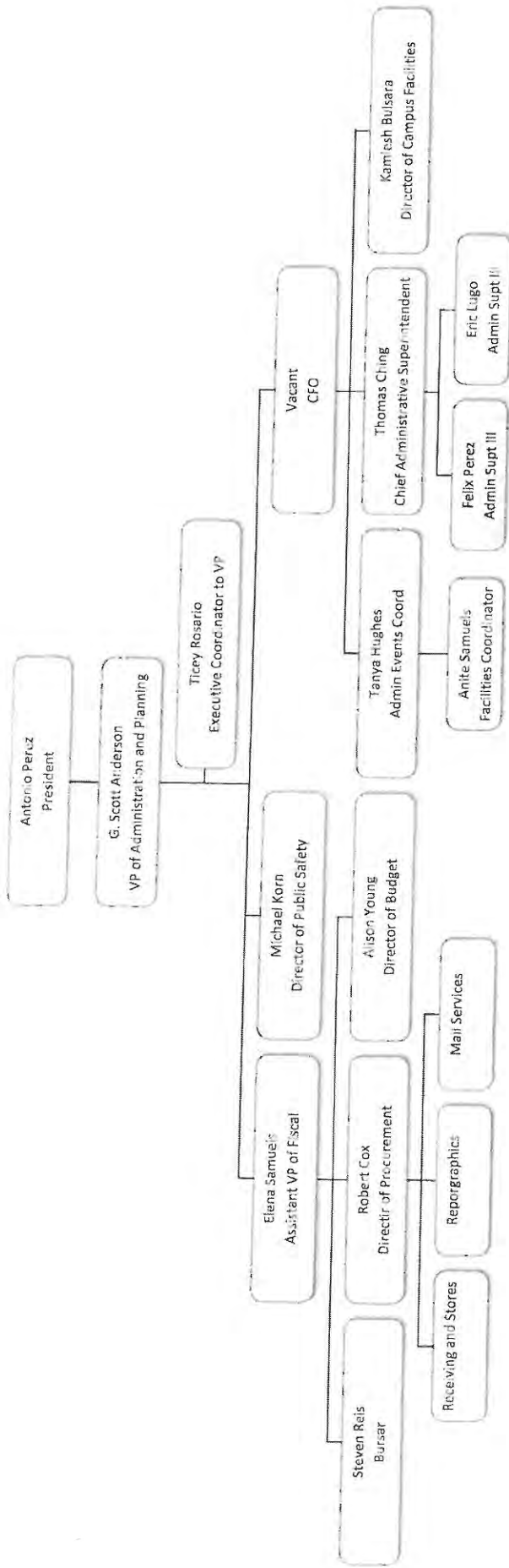




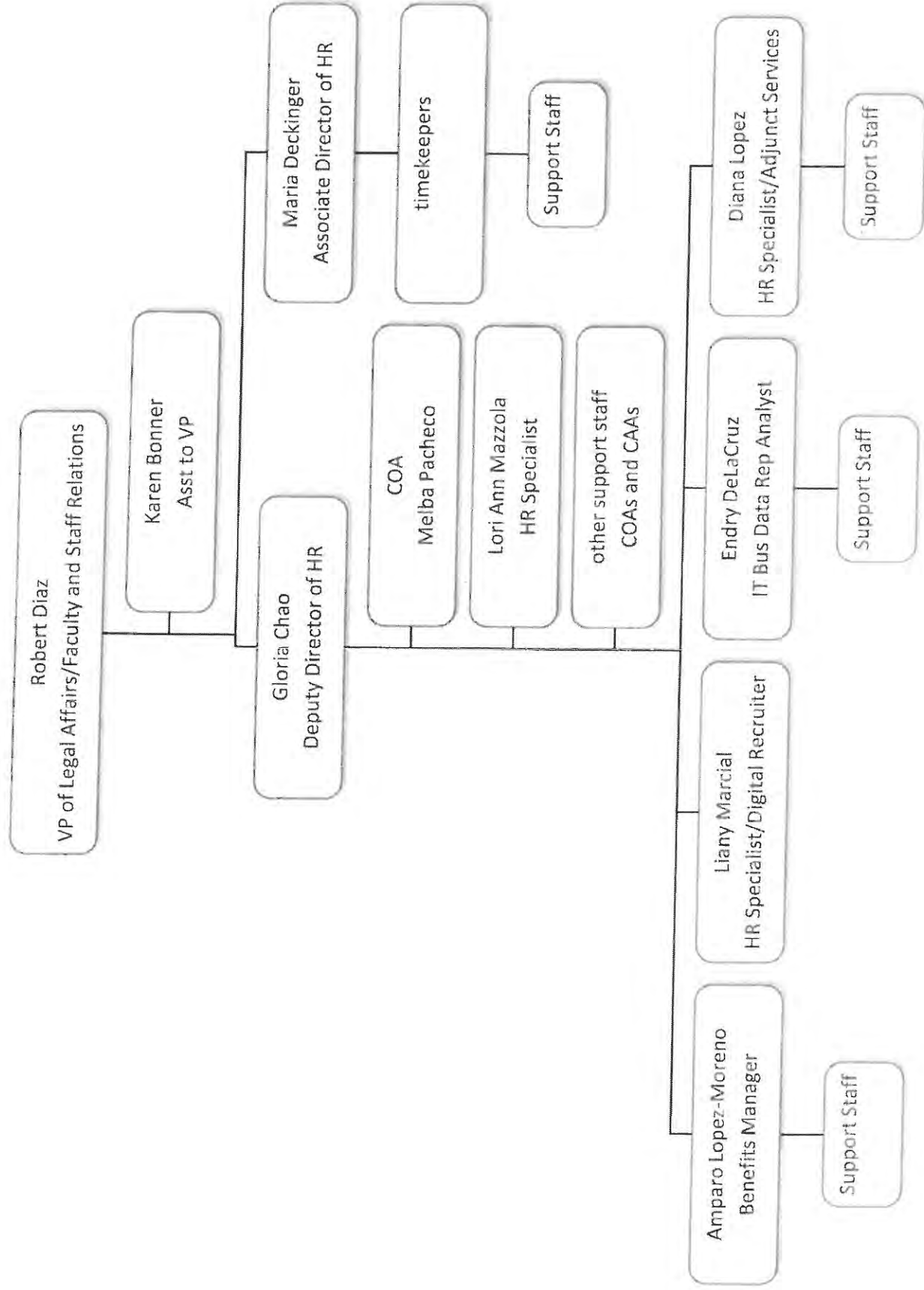
Student Affairs



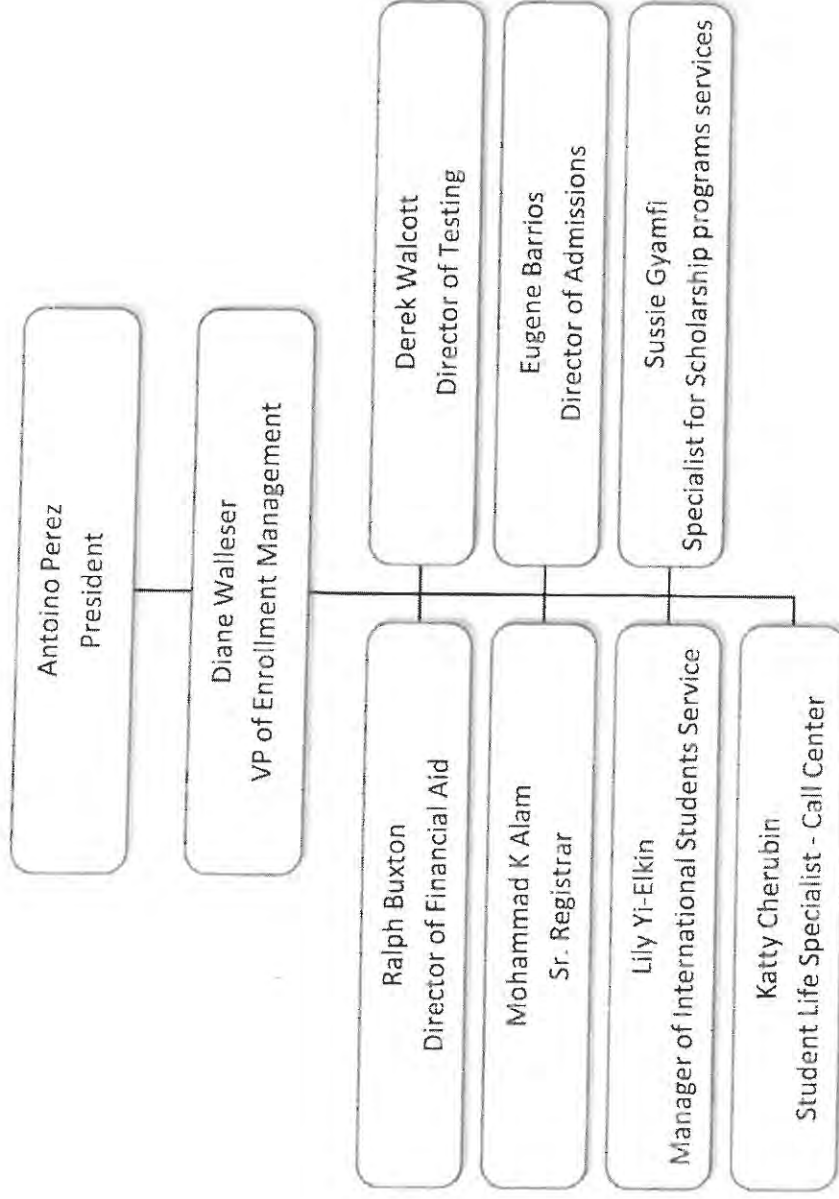
Administration and Planning



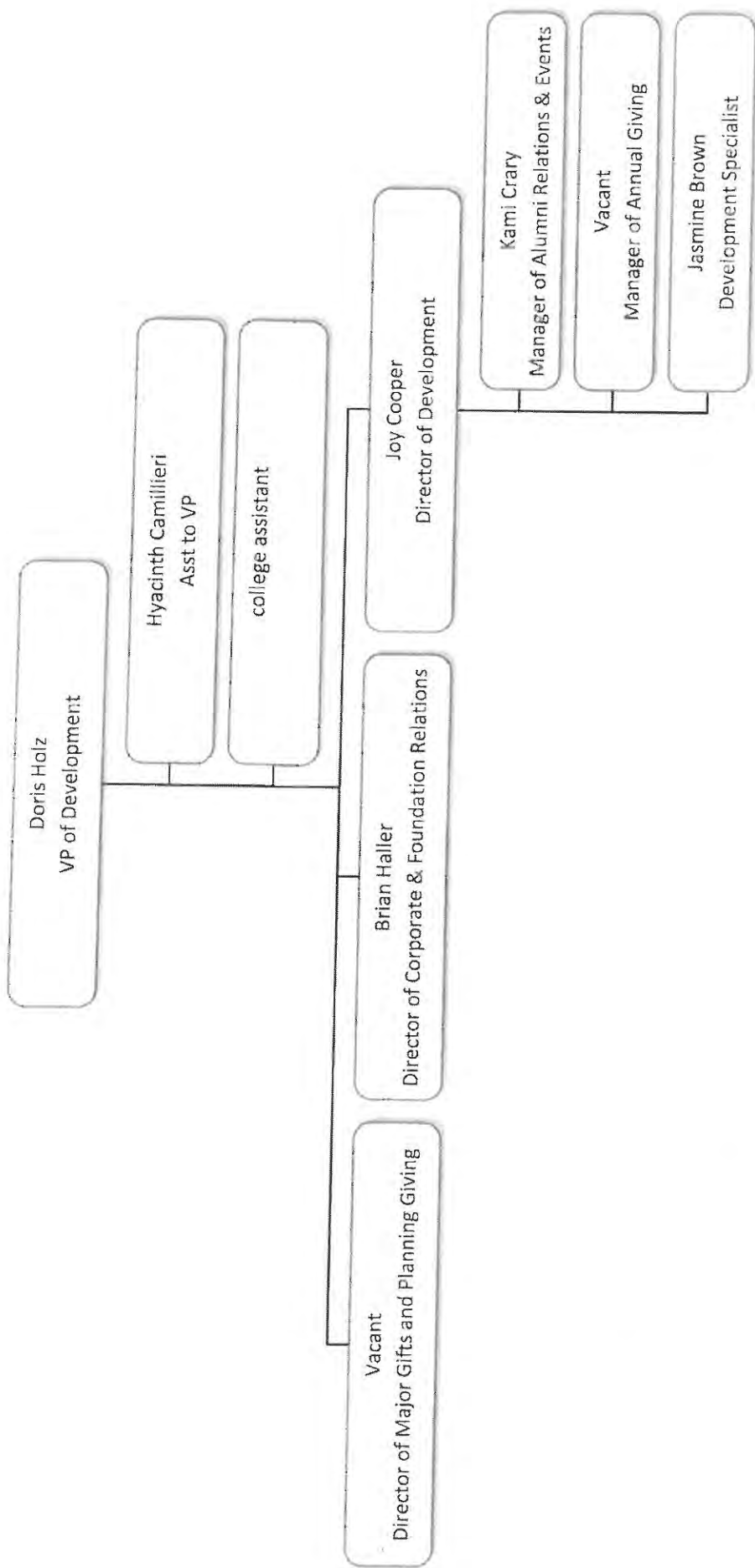
Human Resources



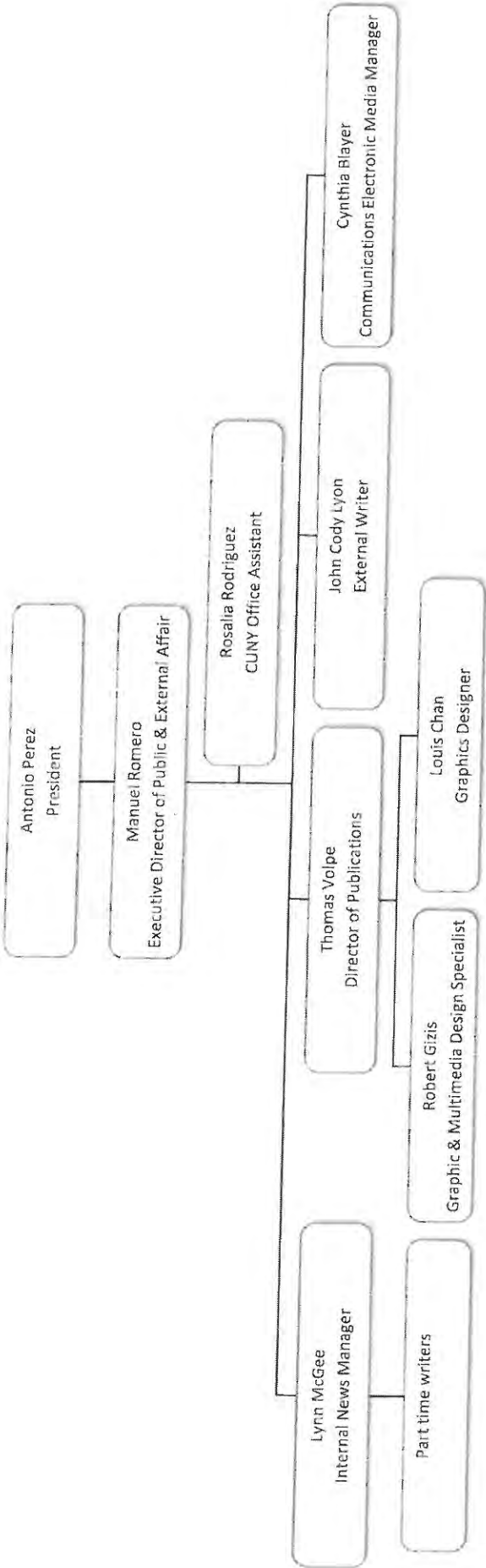
Enrollment Management



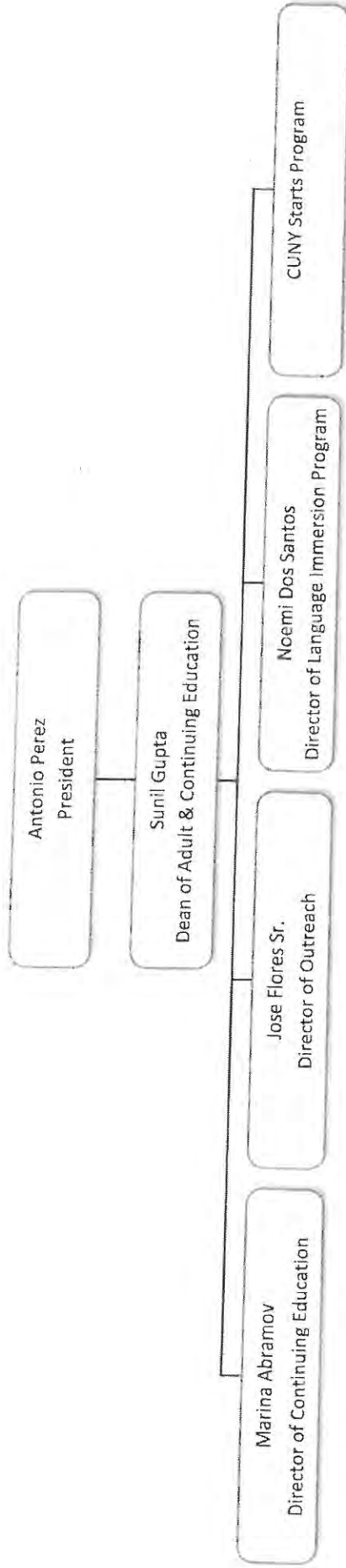
College Development



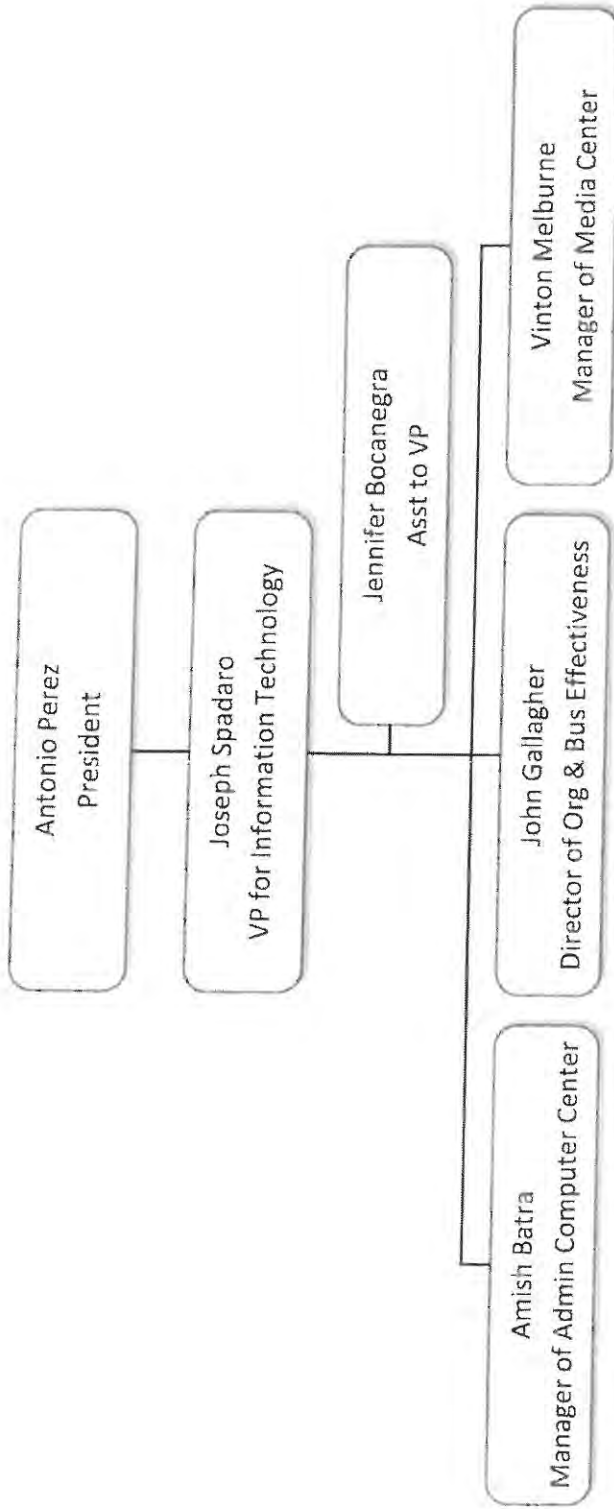
Office of Public Affairs



Continuing Education



Information Technology



**B. APPENDIX B: PRESIDENT'S RE-
AFFIRMATION LETTER**



Office of the President

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

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

To: Campus Community
From: President Antonio Pérez
Date: August 30, 2016
Re: Reaffirmation of Commitment to Affirmative Action/Equal Opportunity, Diversity, and Inclusion

The City University of New York (CUNY) and the Borough of Manhattan Community College (BMCC) remain fully committed to maintaining an inclusive educational and work environment. I strongly reaffirm BMCC's commitment to the principles of affirmative action, equal opportunity, diversity, and inclusion at the college. The diversity of perspectives and ideas supported at BMCC ensures that our students have access to a world-class education.

CUNY's Policy on Equal Opportunity and Nondiscrimination policy, as well as the CUNY Policy on Sexual Misconduct, include our commitment to recruit, employ, retain, promote, and provide benefits to employees (and applicants) and to admit and provide services for students without regard to race, color, creed, national origin, ethnicity, ancestry, religion, age, sex, sexual orientation, gender, gender identity, marital status, partnership status, disability, genetic information, alienage, citizenship, military or veteran status, unemployment status, pregnancy, status as a victim of domestic violence/stalking/sex offenses, or any other legally prohibited basis covered by federal, state, or local law. Sexual harassment, a form of sex discrimination, is also prohibited. Furthermore, retaliation is strictly prohibited.

As a federal contractor, CUNY and BMCC engage in affirmative action consistent with Executive Order 11246. In addition to the protected groups delineated in Executive Order 11246, Italian-Americans are also included as a protected group.

I have assigned the responsibility for the implementation and monitoring of our compliance program to the Chief Diversity Officer and Special Advisor to the President, Odelia Levy, who serves as the 504/ADA Coordinator and Title IX Coordinator. The vice presidents, deans, directors, managers and supervisors all share an ongoing responsibility for ensuring our compliance with these policies and laws. The Chief Diversity Officer oversees the investigation of internal complaints of unlawful discrimination or harassment. The Office of Compliance and Diversity is located at 199 Chambers Street, Room S701. If you want to learn about the internal complaint process or if you have a complaint of unlawful discrimination, unlawful harassment, or retaliation, please contact the Chief Diversity Officer at OLevy@bmcc.cuny.edu or at 212-220-1236.

I invite you to visit the BMCC and CUNY websites (www.bmcc.cuny.edu or www.cuny.edu) to learn more about our policies pertaining to unlawful discrimination and harassment, sexual harassment, and retaliation. Information about relevant CUNY policies, including external agencies handling complaints of unlawful discrimination and harassment, can be located at <http://www.bmcc.cuny.edu/aac/page.jsp?pid=1003&n=Policies>.

Thank you for your continued support for and involvement with our affirmative action, equal opportunity, diversity, and inclusion programs at BMCC.

**c. APPENDIX C: AFFIRMATIVE ACTION
UNIT STRUCTURE**

APPENDIX C

1. Job Groups and Affirmative Action Units

Job Group	Affirmative Action Unit	Typical Job Titles
Executive/Administrative/ Managerial	Administration I	President Senior Vice President/Vice President/Assistant Vice President Dean/Associate Dean/Assistant Dean Administrator/Associate Administrator/Assistant Administrator
	Administration II	Higher Education Officer Higher Education Associate EOC Higher Education Officer EOC Higher Education Associate
	Chief Admin Supt of Buildings and Grounds	Chief Administrative Superintendent of Buildings and Grounds
	Admin Supt of Buildings and Grounds	Administrative Superintendent of Buildings and Grounds
	Security Director	Campus Security Director Campus Security Assistant Director
Faculty	Professorial	Professor Associate Professor Assistant Professor
	Non-Professorial Lecturer	Lecturer Lecturer Doctoral Schedule EOC Lecturer EOC Lecturer Doctoral Schedule
	Non-Professorial Instructor	Instructor
Professional Non-Faculty	Administration III	Higher Education Assistant Assistant to Higher Education Officer EOC Higher Education Assistant EOC Assistant to Higher Education Officer
	Disability Accommodation Specialist	Disability Accommodation Specialist
	Nurse	Nurse

Technical/Paraprofessional	Administration IV	College Lab Technicians Senior Lab Technician
	Accountant	Finance Accountant Purchasing Agent
	Accountants	Finance Accountant Assistant; Assistant Purchasing Agent
	Broadcasting/Media Titles	Broadcast Associate
	Computer Specialists	IT Senior Associate IT Associate IT Assistant; IT Support Assistant
	Engineer Technicians	Facilities Coordinator
	Media/Print Shop	Print Shop Associate Print Shop Assistant Graphic Designer
Secretarial/Clerical	CUNY Admin Assistant	CUNY Administrative Assistant
	CUNY Office Assistant	CUNY Office/Secretarial Assistant (All Levels) EOC Office Assistant EOC Administrative Assistant
	Mail Message Services Worker	Mail Message Services Worker EOC Mail Message Services Worker
Skills Trades/Crafts	Skilled Trades/Crafts Supervisory	Senior Stationary Engineer
	Skilled Trades/Crafts, Non-Supervisory	Carpenter Laborer Electrician Electrician Helper Locksmith Maintenance Worker Oiler Painter Plumber Plumber Helper Thermostat Repairer Stationary Engineer
Service/Maintenance	Campus Peace/Security Officer L1	Campus Peace Officer Level 1 Campus Security Assistant
	Campus Peace/Security Officer L2	Campus Peace Officer Level 2 Campus Security Officer Level 2
	Campus Public Safety Sergeant	Campus Public Safety Sergeant Campus Security Specialist
	Custodial Assistant	Custodial Assistant
	Custodial Supervisory	Custodial Principal Supervisor Custodial Assistant Principal Supervisor Custodial Senior Supervisor Custodial Supervisor
	Basic Crafts/Buildings and Grounds	Stock Worker Stock Worker Supervisor

2. **Faculty Affirmative Action Units by Discipline**

X = indicates that an analysis was done for this job group and this unit.

Faculty Affirmative Action Unit	Professorial Titles	Non-Professorial Lecturer Titles	Non-Professorial Instructor Titles
Agricultural and Life Sciences			
Architecture and Engineering			
Area and Ethnic Studies	X		
Biological and Biomedical Sciences			
Business and Commerce	X	X	
Communication, Journalism & Related Programs	X	X	
Education	X		
English and English Literature	X	X	X
Fine/Applied Arts and Media			
Foreign Languages	X		
Health and Physical Education	X		
Health Professions	X		
Home Economics			
Humanities			
Law Enforcement			
Library			
Library Science			
Mathematics, Statistics and Computer Science	X	X	X
Physical Sciences	X		
Psychology	X		
Public Administration & Social Service Professions			
Social Sciences	X		X
Visual and Performing Arts	X		

D. APPENDIX D: UTILIZATION ANALYSIS WORKSHEETS

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **BMCC**

Semester/Year: **FALL, 2016**

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
Assistant Dean / Assistant Administrator

JOB GROUP:
ADMINISTRATION I

FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	0.40	23.3	11.4	3.0	4.5	3.1	
2. % of Minorities/Females promotable, transferable, or trainable	0.60	26.2	17.2	5.2	6.4	5.5	
GROUP TOTAL NO.: <u>20</u>							
No. Male: <u>12</u> No. Female: <u>8</u>							
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:	#	<u>8</u>	# <u>11</u>	# <u>3</u>	# <u>3</u>	# <u>4</u>	# <u>0</u>
	%	<u>40.0</u>	% <u>55.0</u>	% <u>15.0</u>	% <u>15.0</u>	% <u>20.0</u>	% <u>0.0</u>
OVERALL AVAILABILITY:	%	<u>49.5</u>	% <u>28.6</u>	% <u>8.2</u>	% <u>10.9</u>	% <u>8.6</u>	% <u>7.0</u>
UNDERUTILIZATION:	%	<u>9.5</u>	% <u>NONE</u>	% <u>NONE</u>	% <u>NONE</u>	% <u>NONE</u>	% <u>7.0</u>
	#	<u>1.9</u>	# <u>0.0</u>	# <u>0.0</u>	# <u>0.0</u>	# <u>0.0</u>	# <u>1.4</u>
	UU	<u>2</u>	UU <u>0</u>	UU <u>0</u>	UU <u>0</u>	UU <u>0</u>	UU <u>1</u>

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

FACTOR / SOURCE SHEET

FALL, 2016

Executive/Senior Level Official and Managers

ADMINISTRATION I:

Executive Compensation	
PlanTitles	President
	Senior Vice President / Vice President / Assistant Vice President
	Dean
	Administrator
	Associate Dean / Associate Administrator
	Assistant Dean / Assistant Administrator

<u>FACTORS</u>	<u>SOURCES</u>	<u>WEIGHT</u>
Factor 1	Earned Degrees Conferred (EDC) US - PHD, MA, BA 2011-12* for Federal Protected Groups.	0.4

Factor 2	Promotable, Transferable, Trainable employees within contractors organization. - CUNY Survey - selected titles, service requirement and criteria -Source Spring 2013.	0.6
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*Note: Use of US Dept of Education's Postsecondary Studies Division's Earned Degrees Conferred is updated biannually.

		<u>Female</u>	<u>**Total Minority</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	
Factor 1:							
		58.2	28.4	7.5	11.2	7.8	
	multiply by weight -	0.4	23.3	11.4	3.0	4.5	3.1
		<u>Female</u>	<u>**Total Minority</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Total</u>
Factor 2:							
	HEO	442	335	69	148	116	795
	Professor	780	468	174	148	141	2,007
		1,222	803	243	296	257	2,802
		43.6	28.7	8.7	10.6	9.2	
	multiply by weight -	0.6	26.2	17.2	6.4	5.5	
OVERALL AVAILABILITY		49.5	28.6	8.2	10.9	8.6	7.0

Individuals with Disabilities

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **BMCC**

Semester/Year: **FALL, 2016**

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
EOC Higher Education Associate

JOB GROUP:

ADMINISTRATION II

FACTORS:

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

Weighting

Females

**Total
Minority

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

Black or
African American

Hispanic
or Latino

0.40

22.9

11.6

3.3

3.9

3.7

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

0.60

35.2

29.2

6.6

14.5

8.0

GROUP TOTAL NO.: **92**

No. Male: **30**

No. Female: **62**

Females

**Total
Minority

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

Black or
African American

Hispanic
or Latino

Individuals with
Disabilities

CURRENT UTILIZATION:

#

62

#

53

#

14

#

26

#

12

#

0

%

67.4

%

57.6

%

15.2

%

28.3

%

13.0

%

0.0

OVERALL AVAILABILITY:

%

58.1

%

40.8

%

9.9

%

18.4

%

11.7

%

7.0

UNDERUTILIZATION:

%

NONE

%

NONE

%

NONE

%

NONE

%

NONE

%

7.0

#

0.0

#

0.0

#

0.0

#

0.0

#

0.0

#

6.4

UU

0

UU

0

UU

0

UU

0

UU

0

UU

6

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

FACTOR / SOURCE SHEET

FALL, 2016

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

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

*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 - Earned Degrees Conferred (EDC) - Bachelors 2011-12* for Federal Protected Groups.	0.4
Factor 2	Promotable, Transferable, Trainable employees within contractors organization. - CUNY Survey - selected titles, service requirement and criteria -Source Spring 2014.	0.6

*Note: Use of US Dept of Education's Postsecondary Studies Division's Earned Degrees Conferred is updated biannually.

Factor 1:		<u>Female</u>	<u>**Total Minority</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	
		57.3	28.9	8.3	9.8	9.2	
multiply by weight	0.4	22.9	11.6	3.3	3.9	3.7	
Factor 2:		<u>Female</u>	<u>**Total Minority</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Total</u>
HE asst.		296	281	30	156	93	461
Asst. Prof.		334	243	88	103	50	615
TOTAL		630	524	118	259	143	1,076
		58.6	48.7	11.0	24.1	13.3	
multiply by weight	0.6	35.2	29.2	6.6	14.5	8.0	
OVERALL		58.1	40.8	9.9	18.4	11.7	7.0

Individuals
with
Disabilities

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **BMCC**

Semester/Year: **FALL, 2016**

AFFIRMATIVE ACTION UNIT:

ADMINISTRATION III

Constituent Departments:

EEO CATEGORY:

Professionals

Job Titles:

Higher Education assistant (HEa)
Assistant to Higher Education Officer (aHEO)
EOC Higher Education Assistant
EOC Assistant to Higher Education Officer

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

JOB GROUP:

ADMINISTRATION III

FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	0.70	40.1	20.2	5.8	6.9	6.4	
2. % of Minorities/Females promotable, transferable, or trainable	0.30	22.1	18.5	3.9	8.8	5.6	
GROUP TOTAL NO.: 185							
No. Male: 65 No. Female: 120							
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:	#	120	145	24	77	39	3
	%	64.9	78.4	13.0	41.6	21.1	1.6
OVERALL AVAILABILITY:	%	62.2	38.7	9.7	15.7	12.0	7.0
UNDERUTILIZATION:	%	NONE	NONE	NONE	NONE	NONE	5.4
	#	0.0	0.0	0.0	0.0	0.0	10.0
	UU	0	0	0	0	0	10

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

FACTOR / SOURCE SHEET

FALL, 2016

Professionals

ADMINISTRATION III:

Higher Education assistant (HEa)
 Assistant to Higher Education Officer (aHEO)
 EOC Higher Education Assistant
 EOC Assistant to Higher Education Officer

***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	4STATES Earned Degrees Conferred (EDC) - Bachelors 2011-12* for Federal Protected Groups.	0.7
Factor 2	Promotable, Transferable, Trainable employees within contractors organization. - CUNY Survey - selected titles, service requirement and criteria -Source Spring 2014.	0.3

*Note: Use of US Dept of Education's Postsecondary Studies Division's Earned Degrees Conferred is updated biannually.

Factor 1:		<u>Female</u>	<u>**Total Minority</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	
		57.3	28.9	8.3	9.8	9.2	
	multiply by weight -	40.1	20.2	5.8	6.9	6.4	
Factor 2:		<u>Female</u>	<u>**Total Minority</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>TOTAL</u>
	College Asst. (holding BA degree or higher in title only)	415	363	104	149	107	662
	Gitlesons (holding BA degree or higher in title only)	425	342	44	187	107	480
		840	705	148	336	214	1,142
		73.6	61.7	13.0	29.4	18.7	
	multiply by weight -	22.1	18.5	3.9	8.8	5.6	
OVERALL AVAILABILITY		62.2	38.7	9.7	15.7	12.0	7.0

Individuals with Disabilities

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

UTILIZATION ANALYSIS WORKSHEET Two Factor Availability

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

College: **BMCC**

Semester/Year: **FALL, 2016**

AFFIRMATIVE ACTION UNIT: ADMINISTRATION IV		Constituent Departments HEALTH TECH.-BROADCASTING/COMM. COMPUTER SCIENCE BUS. MNGMNT./ SERV. OCC.					
EEO CATEGORY: Technicians		Job Titles: COLLEGE LAB TECHNICIANS (CLTs) Senior College Lab Tech College Lab Tech.					
JOB GROUP: ADMINISTRATION IV							
FACTORS:	Weighting	Female	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	See Factors worksheet	40.9	30.2	9.4	8.3	10.2	
2. % of Minorities/Females promotable, transferable, or trainable.							
GROUP TOTAL NO.: 35 No. Male: 23 No. Female: 12							
		Female	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:		# 12 % 34.3	# 27 % 77.1	# 5 % 14.3	# 10 % 28.6	# 11 % 31.4	# 0 % 0.0
OVERALL AVAILABILITY:		% 40.9	% 30.2	% 9.4	% 8.3	% 10.2	% 0.7
UNDERUTILIZATION:		% 6.6 # 2.3 UU 2	% NONE # 0.00 UU 0	% NONE # 0.00 UU 0	% NONE # 0.00 UU 0	% NONE # 0.00 UU 0	% 0.7 # 0.25 UU 0

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

FALL, 2016

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)

Technicians

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

FACTORS	SOURCES	WEIGHT
Factor 1a:	2007-2011 American Community Survey (ACS) - 4States (CT,NJ,NY,PA).	0.9
Factor 1b:	4STATES Earned Degrees Conferred (EDC) - Bachelors 2011-12* for gender and federal protected groups.	0.1

Note: Use of US Dept of Education's Postsecondary Studies Division's Earned Degrees Conferred is updated biannually.
Due to formatting of cells, percentages are rounded up or down.

HEALTH TECHNOLOGISTS & TECHNICIANS	<u>FEMALE</u>	<u>**TOTAL MINORITY</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>
Factors 1a and 1b Health Tech. & Tech.	59.2	31.3	7.4	14.7	7.5
ENGINEERING & RELATED TECHNOLOGISTS & TECHNICIANS	<u>FEMALE</u>	<u>**TOTAL MINORITY</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>
Factors 1a and 1b Eng. & Related Tech. & Tech.	16.3	25.3	5.9	8.8	9.0
SCIENCE TECHNICIANS	<u>FEMALE</u>	<u>**TOTAL MINORITY</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>
Factors 1a and 1b Science Tech.	44.7	27.4	10.4	7.2	6.3
COMPUTER TECHNICIANS	<u>FEMALE</u>	<u>**TOTAL MINORITY</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>
Factors 1a and 1b Computer Tech.	22.9	36.8	22.6	7.0	5.7
BROADCASTING EQUIPMENT / COMMUNICATIONS TECHNICIANS	<u>FEMALE</u>	<u>**TOTAL MINORITY</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>
Factors 1a and 1b Broadcasting Equip./ Comm. Tech.	34.4	34.4	7.3	9.4	16.0
BUSINESS & MANAGEMENT SERVICE OCCUPATIONS	<u>FEMALE</u>	<u>**TOTAL MINORITY</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>
Factors 1a and 1b Bus. & Management & Service Occ.	38.7	24.4	4.8	5.8	13.3

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

FALL, 2016

ADMINISTRATION IV: College Laboratory Technician Series

ADMINISTRATION IV: (titles listed below)

ONLY list titles that apply to College and delete this line

Chief College Laboratory Technician (Chief CLT)

Senior College Laboratory Technician (Sr. CLT)

College Laboratory Technician (CLT)

Overall Availability Data for the following main areas/fields are provided in the TAB: "IA ADM 4 Factors AD F2015"

- * ** 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 populated on the TAB: "IA ADM 4 UAW F2015" worksheet. Assessment of the type of work/area the CLT works in is required. (ex. CLT who sets up the audio visual equipment should be counted in Broadcasting/Communications; CLT who sets up the tools/cooking equipment in the kitchen for the culinary students should be counted in Business & Management/Serv. Occupations) Please input Workforce numbers (# of technicians in area/field) in cells H23, H24, H25, H26, H27, H28. In cells N29, Q29, T29, W29, Z29, AC29, and AF29 enter Workforce numbers by Gender and Ethnicity. Cells N29 and Q29 will be highlighted in RED if total does not equal cell H29.

Dotted bordered 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	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
* ** Health	3	35	9%	23	12	27	5	10	11	0
* ** Engineering	0	35	0%							
* ** Science	15	35	43%							
* ** Computers	2	35	6%							
* ** Broadcasting/Communications	11	35	31%							
* ** Bus. & Mngmnt / Serv. Occupations	4	35	11%							
TOTAL Number of CLTs	35									

Dotted bordered cells require a number entry in order for the "Current Utilization" on the Tab-IA ADM 4 UAW F2015 to be calculated.

OVERALL AVAILABILITY: (from TAB - ADM 4 Factors AD F2010.)

	Female	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino
Health	59.2	31.3	7.4	14.7	7.5
Engineering	16.3	25.3	5.9	8.8	9.0
Science	44.7	27.4	10.4	7.2	6.3
Computers	22.9	36.8	22.6	7.0	5.7
Broadcasting/Communications	34.4	34.4	7.3	9.4	16.0
Bus. & Mngmnt / Serv. Occupations	38.7	24.4	4.8	5.8	13.3

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 IA ADM 4 UAW F2015 worksheet.

Weighted Overall Availability of the areas by % of employees

	% of technicians in area/field	Female	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
Health	9%	5.3	2.8	0.7	1.3	0.7	
Engineering	0%	0.0	0.0	0.0	0.0	0.0	
Science	43%	19.2	11.8	4.5	3.1	2.7	
Computers	6%	1.4	2.2	1.4	0.4	0.3	
Broadcasting/Communications	31%	10.7	10.7	2.3	2.9	5.0	
Bus. & Mngmnt / Serv. Occupations	11%	4.3	2.7	0.5	0.6	1.5	
TOTAL OVERALL AVAILABILITY (OA)		40.9	30.2	9.4	8.3	10.2	0.7

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

***** 17. OCCUPATION CLTs HEALTH TECHNOLOGISTS AND TECH. CLTs**
Occupations by Federal Groups by Geography

Geography	Occupation	TOTAL MINORITY calculated	Black, nH	Latino- Hispanic	Asian / Haw. Pac. Isl.	Native American- Alaska Native	Females
NY-NJ-CT-PA	3535 Miscellaneous Health Technologists and Tech	6,335	3,028	1,323	1,652	70	10,611
	3540 Other Healthcare Practitioners and Technical	2,257	1,037	718	295	69	4,824

**** 11. OCCUPATION= ENGINEERS - TECHNICALS.**
Occupations by Federal Groups by Geography

Geography	Occupation	TOTAL MINORITY calculated	Black, nH	Latino- Hispanic	Asian / Haw. Pac. Isl.	Native American- Alaska Native	Females
NY-NJ-CT-PA	1550 Engineering Technicians, Except Drafters	13,474	4,739	4,759	3,092	112	8,957

***** 16. OCCUPATION CLTs BUSINESS & MANAGEMENT SERVICES AND CLTs SCIENCE TECHS.**
Occupations by Federal Groups by Geography

Geography	Occupation	TOTAL MINORITY calculated	Black, nH	Latino- Hispanic	Asian / Haw. Pac. Isl.	Native American- Alaska Native	Females
NY-NJ-CT-PA	1910 Biological Technicians	696	100	280	278	17	981
	1920 Chemical Technicians	2,964	870	614	1,318	0	3,955
	1965 Miscellaneous life, physical and social science	7,062	1,964	1,541	2,651	83	12,214

**** 6. OCCUPATION= Computer Specialists.**
Occupations by Federal Groups by Geography

Geography	Occupation	TOTAL MINORITY calculated	Black, nH	Latino- Hispanic	Asian / Haw. Pac. Isl.	Native American- Alaska Native	Females
NY-NJ-CT-PA	1050 Computer Support Specialists	22,564	8,080	6,215	7,182	54	20,076
	1020 Software developers, applications and system	45,846	4,517	3,238	36,320	48	23,899
	1400 Computer Hardware Engineers	3,413	566	607	2,193	0	1,522

**** 3. OCCUPATION= Broadcasting / Media Titles.**
Occupations by Federal Groups by Geography

Geography	Occupation	TOTAL MINORITY calculated	Black, nH	Latino- Hispanic	Asian / Haw. Pac. Isl.	Native American- Alaska Native	Females
NY-NJ-CT-PA	2900 Broadcast and Sound Engineering Technician	3,772	1,798	1,291	425	9	2,041
NY-NJ-CT-PA	2860 Miscellaneous Media and Communication Wo	5,622	651	3,158	1,585	0	6,974

***** 16. OCCUPATION CLTs BUSINESS & MANAGEMENT SERVICES AND CLTs SCIENCE TECHS.**
Occupations by Federal Groups by Geography

Geography	Occupation	TOTAL MINORITY calculated	Black, nH	Latino- Hispanic	Asian / Haw. Pac. Isl.	Native American- Alaska Native	Females
NY-NJ-CT-PA	1900 Agricultural and Food Science Technicians	882	170	519	176	17	1,366

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **BMCC**

Semester/Year: **FALL, 2016**

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	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	50.8	26.7	11.8	7.8	5.9	
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	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:	# <u>12</u> % <u>80.0</u>	# <u>11</u> % <u>73.3</u>	# <u>3</u> % <u>20.0</u>	# <u>5</u> % <u>33.3</u>	# <u>3</u> % <u>20.0</u>	# <u>0</u> % <u>0.0</u>	
OVERALL AVAILABILITY:	% <u>50.8</u>	% <u>26.7</u>	% <u>11.8</u>	% <u>7.8</u>	% <u>5.9</u>	% <u>7.0</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>	% <u>7.0</u> # <u>1.05</u> UU <u>1</u>	

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

FALL, 2016

ACCOUNTANTS - ACCOUNTANT ASSISTANT

Technical/Paraprofessional

ACCOUNTANT:

ACCOUNTING ASSISTANT:

Finance Accountant Assistant
Assistant Purchasing Agent

SOURCE

WEIGHTING

Factor 1: 2007 - 2011 U.S. Census- American Community Survey (ACS) - NY, NJ, CT,
PA - "Accountants and Auditors (code 800) and Purchasing Managers (150) 1.0

<u>Female</u>	<u>**Total Minority</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Individuals with Disabilities</u>
<u>50.8</u>	<u>26.7</u>	<u>11.8</u>	<u>7.8</u>	<u>5.9</u>	<u>7.0</u>

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College:	BMCC
Semester/Year:	FALL, 2016

AFFIRMATIVE ACTION UNIT: CUNY ADMINISTRATIVE ASSISTANT		Constituent Departments:					
EEO CATEGORY: Secretarial and Clerical		Job Titles: CUNY Administrative Assistants					
JOB GROUP: CUNY ADMINISTRATIVE ASSISTANT							
FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	
1. % availability of Minorities/Females with requisite skills in immediate labor areas.							
2. % of Minorities/Females promotable, transferable, or trainable.	1.00	91.1	72.2	6.7	39.0	26.0	
GROUP TOTAL NO.: <u>9</u>							
No. Male: <u>0</u> No. Female: <u>9</u>							
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:	# <u>9</u>	# <u>7</u>	# <u>1</u>	# <u>5</u>	# <u>1</u>	# <u>0</u>	
	% <u>100.0</u>	% <u>77.8</u>	% <u>11.1</u>	% <u>55.6</u>	% <u>11.1</u>	% <u>0.0</u>	
OVERALL AVAILABILITY:	% <u>91.1</u>	% <u>72.2</u>	% <u>6.7</u>	% <u>39.0</u>	% <u>26.0</u>	% <u>7.0</u>	
UNDERUTILIZATION:	% <u>NONE</u>	% <u>NONE</u>	% <u>NONE</u>	% <u>NONE</u>	% <u>14.9</u>	% <u>7.0</u>	
	# <u>0.00</u>	# <u>0.00</u>	# <u>0.00</u>	# <u>0.00</u>	# <u>1.34</u>	# <u>0.63</u>	
	UU <u>0</u>	UU <u>0</u>	UU <u>0</u>	UU <u>0</u>	UU <u>1</u>	UU <u>1</u>	

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

FALL, 2016

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 Spring 2011 - Permanent CUNY Office Assistant (level 3 or above) and Mail Message Services Worker titles. The CUNY Administrative Assistant title is strictly promotional from the Permanent CUNY Office Assistant (level 3 or above) and Mail Message Services Worker titles with years of service requirement.	1.0

<u>Female</u>	<u>**Total Minority</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Individuals with Disabilities</u>
<u>91.1</u>	<u>72.2</u>	<u>6.7</u>	<u>39.0</u>	<u>26.0</u>	<u>7.0</u>

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

UTILIZATION ANALYSIS WORKSHEET
Two Factor Availability

College:	BMCC
Semester/Year:	FALL, 2016

AFFIRMATIVE ACTION UNIT: COMPUTER SPECIALISTS		Constituent Departments:					
EEO CATEGORY: Technical/Paraprofessional		Job Titles: IT Senior Associate IT Associate IT Assistant IT Support Assistant					
JOB GROUP: COMPUTER SPECIALISTS							
FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	26.4	33.6	19.7	7.1	5.4	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: <u>37</u> No. Male: <u>32</u> No. Female: <u>5</u>							
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:		# <u>5</u> % <u>13.5</u>	# <u>32</u> % <u>86.5</u>	# <u>13</u> % <u>35.1</u>	# <u>9</u> % <u>24.3</u>	# <u>9</u> % <u>24.3</u>	# <u>0</u> % <u>0.0</u>
OVERALL AVAILABILITY:		% <u>26.4</u>	% <u>33.6</u>	% <u>19.7</u>	% <u>7.1</u>	% <u>5.4</u>	% <u>7.0</u>
UNDERUTILIZATION:		% <u>12.9</u> # <u>4.77</u> UU <u>5</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>	% <u>7.0</u> # <u>2.59</u> UU <u>3</u>

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

FALL, 2016

COMPUTER SPECIALISTS

Technical/Paraprofessional

COMPUTER SPECIALIST:

IT Senior Associate
IT Associate
IT Assistant
IT Support Assistant

SOURCE

Factor 1: 2007 - 2011 U.S. Census- American Community Survey (ACS) - NY, NJ, CT, PA - Computer Scientist Systems Analyst (1000); Computer Programmer (1010); Computer Software Engineers (1020); Computer Support Specialists (1050); Database Administrator (1060); Network Systems & Data Communication Analysts (1110); Computer Hardware Engineers (1400); Computer Operators (5800); and Computer Control Programmers and Operators (7900).

WEIGHTING

1.0

	<u>**Total</u>	<u>Asian or Nat.</u>	<u>Black or</u>	<u>Hispanic or</u>	<u>Individuals</u>
<u>Female</u>	<u>Minority</u>	<u>Haw. or Other</u>	<u>African</u>	<u>Latino</u>	<u>with</u>
		<u>Pac. Isl.</u>	<u>American</u>		<u>Disabilities</u>
	<u>26.4</u>	<u>33.6</u>	<u>19.7</u>	<u>7.1</u>	<u>5.4</u>
					<u>7.0</u>

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College:	BMCC
Semester/Year:	FALL, 2016

AFFIRMATIVE ACTION UNIT: CUNY OFFICE/SECRETARIAL ASSISTANT:		Constituent Departments:					
EEO CATEGORY: Secretarial and Clerical		Job Titles: CUNY Office/Secretarial Assistant (all levels) EOC Office Assistant EOC Administrative Assistant					
JOB GROUP: CUNY OFFICE/SECRETARIAL ASSISTANT							
FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	89.9	26.5	3.7	11.6	9.8	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: <u>87</u> No. Male: <u>10</u> No. Female: <u>77</u>							
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:	# <u>77</u> % <u>88.5</u>	# <u>79</u> % <u>90.8</u>	# <u>7</u> % <u>8.0</u>	# <u>35</u> % <u>40.2</u>	# <u>33</u> % <u>37.9</u>	# <u>0</u> % <u>0.0</u>	
OVERALL AVAILABILITY:	% <u>89.9</u>	% <u>26.5</u>	% <u>3.7</u>	% <u>11.6</u>	% <u>9.8</u>	% <u>7.0</u>	
UNDERUTILIZATION:	% <u>1.4</u> # <u>1.21</u> UU <u>1</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>	% <u>NONE</u> # <u>0.00</u> UU <u>0</u>	% <u>7.0</u> # <u>6.09</u> UU <u>6</u>

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

FALL, 2016

CUNY OFFICE/SECRETARIAL ASSISTANT

Secretarial and Clerical

CUNY OFFICE/
SECRETARIAL ASSISTANT:

CUNY Office/Secretarial Assistant (all levels)

EOC Office Assistant

EOC Administrative Assistant

<u>SOURCE</u>	<u>WEIGHTING</u>
Factor 1: 2007 - 2011 U.S. Census- American Community Survey (ACS) - NY, NJ, CT, PA - Secretaries, and Administrative Assistants (5700); Word Processors and Typists (5820); and Office Administrative Support Workers, all other (5940), Office Clerks, General (5860).	1.0

<u>Female</u>	<u>**Total Minority</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Individuals with Disabilities</u>
<u>89.9</u>	<u>26.5</u>	<u>3.7</u>	<u>11.6</u>	<u>9.8</u>	<u>7.0</u>

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College:	BMCC
Semester/Year:	FALL, 2016

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	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	28.4	66.7	7.1	28.1	29.3	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: 68 No. Male: 48 No. Female: 20							
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:	# 20 % 29.4	# 62 % 91.2	# 9 % 13.2	# 45 % 66.2	# 7 % 10.3	# 0 % 0.0	
OVERALL AVAILABILITY:	% 28.4	% 66.7	% 7.1	% 28.1	% 29.3	% 7.0	
UNDERUTILIZATION:	% NONE # 0.00 UU 0	% NONE # 0.00 UU 0	% NONE # 0.00 UU 0	% NONE # 0.00 UU 0	% 19.0 # 12.92 UU 13	% 7.0 # 4.76 UU 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.

FALL, 2016

CAMPUS PEACE/SECURITY OFFICER LEVEL 1

Service/Maintenance

CAMPUS PEACE/

SECURITY OFFICER LEVEL 1:

Campus Peace/Security Officer Level 1
Campus Security Assistant

SOURCE

Factor 1: 2007 - 2011 U.S. Census- American Community Survey (ACS) - Residence
Geography, New York City - Police and Sheriffs Patrol Officer (3850)

WEIGHTING

1.0

<u>Female</u>	<u>**Total Minority</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Individuals with Disabilities</u>
<u>28.4</u>	<u>66.7</u>	<u>7.1</u>	<u>28.1</u>	<u>29.3</u>	<u>7.0</u>

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

UTILIZATION ANALYSIS WORKSHEET
Two Factor Availability

College: **BMCC**
Semester/Year: **Fall, 2016**

AFFIRMATIVE ACTION UNIT: CAMPUS PUBLIC SAFETY SERGEANT		Constituent Departments:					
EEO CATEGORY: Service/Maintenance		Job Titles: Campus Public Safety Sergeant Campus Security Specialist					
JOB GROUP: CAMPUS PUBLIC SAFETY SERGEANT							
FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	
1. % availability of Minorities/Females with requisite skills in immediate labor areas.							
2. % of Minorities/Females promotable, transferable, or trainable	1.00	23.7	87.6	7.4	55.8	24.1	
GROUP TOTAL NO.: <u>12</u> No. Male: <u>8</u> No. Female: <u>4</u>							
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:		# <u>4</u> % <u>33.3</u>	# <u>12</u> % <u>100.0</u>	# <u>0</u> % <u>0.0</u>	# <u>6</u> % <u>50.0</u>	# <u>6</u> % <u>50.0</u>	# <u>0</u> % <u>0.0</u>
OVERALL AVAILABILITY:		% <u>23.7</u>	% <u>87.6</u>	% <u>7.4</u>	% <u>55.8</u>	% <u>24.1</u>	% <u>7.0</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>7.4</u> # <u>0.89</u> UU <u>1</u>	% <u>5.8</u> # <u>0.70</u> UU <u>1</u>	% <u>NONE</u> # <u>0.00</u> UU <u>0</u>	% <u>7.0</u> # <u>0.84</u> UU <u>1</u>

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

Fall, 2016

CAMPUS PUBLIC SAFETY SERGEANT
formerly - Campus Peace/Security Officer Level 3
Service/Maintenance

CAMPUS PUBLIC SAFETY SERGEANT Campus Public Safety Sergeant
Campus Security Specialist

<u>SOURCE</u>	<u>WEIGHTING</u>
Factor 1: N/A	0.0
Factor 2: CUNY Permanent Campus Peace Officer Level 1 and 2	1.0

Factor 2: CUNY Survey Spring 2011 - Permanent Campus Peace Officer Level 1 and 2s with years of service requirement.

<u>Female</u>	<u>**Total Minority</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Individuals with Disabilities</u>
<u>23.7</u>	<u>87.6</u>	<u>7.4</u>	<u>55.8</u>	<u>24.1</u>	<u>7.0</u>

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **BMCC**

Semester/Year: **FALL, 2016**

AFFIRMATIVE ACTION UNIT: CUSTODIAL ASSISTANT		Constituent Departments:					
EEO CATEGORY: Service/Maintenance		Job Titles: Custodial Assistant					
JOB GROUP: CUSTODIAL ASSISTANT							
FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	27.3	48.9	2.8	15.6	28.8	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: 59 No. Male: 39 No. Female: 20							
		Females	** Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:		# 20 % 33.9	# 57 % 96.6	# 3 % 5.1	# 20 % 33.9	# 34 % 57.6	# 0 % 0.0
OVERALL AVAILABILITY:		% 27.3	% 48.9	% 2.8	% 15.6	% 28.8	% 7.0
UNDERUTILIZATION:		% NONE # 0.00 UU 0	% NONE # 0.00 UU 0	% NONE # 0.00 UU 0	% NONE # 0.00 UU 0	% NONE # 0.00 UU 0	% 7.0 # 4.13 UU 4

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

FALL, 2016

CUSTODIAL ASSISTANT
Service/Maintenance

CUSTODIAL ASSISTANT: Custodial Assistant

<u>SOURCE</u>	<u>WEIGHTING</u>
Factor 1: 2007 - 2011 U.S. Census- American Community Survey (ACS) - NY, NJ, CT, PA - "Janitors and Building Cleaners" (4220)	1.0

<u>Female</u>	<u>** Total Minority</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Individuals with Disabilities</u>
<u>27.3</u>	<u>48.9</u>	<u>2.8</u>	<u>15.6</u>	<u>28.8</u>	<u>7.0</u>

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **BMCC**

Semester/Year: **FALL, 2016**

AFFIRMATIVE ACTION UNIT: CUSTODIAL SUPERVISORY		Constituent Departments:					
EEO CATEGORY: Service/Maintenance		Job Titles: Custodial Principal Supervisor Custodial Assistant Principal Supervisor Custodial Senior Supervisor Custodial Supervisor					
JOB GROUP: CUSTODIAL SUPERVISORY							
FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	29.0	40.0	2.4	13.8	22.1	
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	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:		# <u>3</u> % <u>21.4</u>	# <u>14</u> % <u>100.0</u>	# <u>0</u> % <u>0.0</u>	# <u>11</u> % <u>78.6</u>	# <u>3</u> % <u>21.4</u>	# <u>0</u> % <u>0.0</u>
OVERALL AVAILABILITY:		% <u>29.0</u>	% <u>40.0</u>	% <u>2.4</u>	% <u>13.8</u>	% <u>22.1</u>	% <u>7.0</u>
UNDERUTILIZATION:		% <u>7.6</u> # <u>1.06</u> UU <u>1</u>	% <u>NONE</u> # <u>0.00</u> UU <u>0</u>	% <u>2.4</u> # <u>0.34</u> UU <u>0</u>	% <u>NONE</u> # <u>0.00</u> UU <u>0</u>	% <u>0.7</u> # <u>0.09</u> UU <u>0</u>	% <u>7.0</u> # <u>0.98</u> UU <u>1</u>

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

FALL, 2016

CUSTODIAL SUPERVISORY

Service/Maintenance

**CUSTODIAL
SUPERVISORY:**

Custodial Principal Supervisor
Custodial Assistant Principal Supervisor
Custodial Senior Supervisor
Custodial Supervisor

SOURCE

Factor 1: 2007 - 2011 U.S. Census- American Community Survey (ACS) - NY, NJ, CT, PA - "First Line Supervisors/Managers of Housekeeping/Janitorial Workers (4200)

WEIGHTING

1.0

<u>Female</u>	<u>**Total Minority</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Individuals with Disabilities</u>
<u>29.0</u>	<u>40.0</u>	<u>2.4</u>	<u>13.8</u>	<u>22.1</u>	<u>7.0</u>

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

UTILIZATION ANALYSIS WORKSHEET
Two Factor Availability

College: **BMCC**

Semester/Year: **FALL, 2016**

AFFIRMATIVE ACTION UNIT: MEDIA SERVICES / PRINT SHOP TITLES		Constituent Departments:					
EEO CATEGORY: Technical/Paraprofessional		Job Titles: Print Shop Associate Print Shop Assistant Graphic Designer					
JOB GROUP: MEDIA SERVICES / PRINT SHOP TITLES							
FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	28.9	33.9	6.5	9.0	16.6	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: <u>7</u> No. Male: <u>4</u> No. Female: <u>3</u>							
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:		# <u>3</u> % <u>42.9</u>	# <u>6</u> % <u>85.7</u>	# <u>2</u> % <u>28.6</u>	# <u>1</u> % <u>14.3</u>	# <u>3</u> % <u>42.9</u>	# <u>0</u> % <u>0.0</u>
OVERALL AVAILABILITY:		% <u>28.9</u>	% <u>33.9</u>	% <u>6.5</u>	% <u>9.0</u>	% <u>16.6</u>	% <u>7.0</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>	% <u>7.0</u> # <u>0.49</u> UU <u>1</u>

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

FALL, 2016

MEDIA SERVICES / PRINT SHOP TITLES

Technical/Paraprofessional

**MEDIA SERVICES/
PRINT SHOP TITLES**

Print Shop Associate
Print Shop Assistant
Graphic Designer

SOURCE

Factor 1: 2007 - 2011 U.S. Census- American Community Survey (ACS) - NY, NJ, CT,
PA - "Miscellaneous Media & Communication Workers (2860) and Printing
Machine Operators (8255).

WEIGHTING

1.0

<u>Female</u>	<u>**Total Minority</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Individuals with Disabilities</u>
<u>28.9</u>	<u>33.9</u>	<u>6.5</u>	<u>9.0</u>	<u>16.6</u>	<u>7.0</u>

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

UTILIZATION ANALYSIS WORKSHEET
Two Factor Availability

College:	BMCC
Semester/Year:	FALL, 2016

AFFIRMATIVE ACTION UNIT: MAIL / MESSAGE SERVICES WORKER		Constituent Departments:					
EEO CATEGORY: Secretarial/Clerical		Job Titles: EOC Mail Message Service; Mail Message Srvs Worker					
JOB GROUP: MAIL / MESSAGE SERVICES WORKER							
FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	41.5	42.7	4.9	19.2	16.9	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: <u>6</u> No. Male: <u>6</u> No. Female: <u>0</u>							
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:	# <u>0</u> % <u>0.0</u>	# <u>6</u> % <u>100.0</u>	# <u>1</u> % <u>16.7</u>	# <u>2</u> % <u>33.3</u>	# <u>3</u> % <u>50.0</u>	# <u>ENTER</u> % <u>0.0</u>	
OVERALL AVAILABILITY:	% <u>41.5</u>	% <u>42.7</u>	% <u>4.9</u>	% <u>19.2</u>	% <u>16.9</u>	% <u>7.0</u>	
UNDERUTILIZATION:	% <u>41.5</u> # <u>2.49</u> UU <u>3</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>	% <u>7.0</u> # <u>0.42</u> UU <u>0</u>	

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

FALL, 2016

MAIL / MESSAGE SERVICES WORKER

Secretarial/Clerical

**MAIL / MESSAGE
SERVICES WORKER**

EOC Mail Message Services Worker

Mail Message Srvs Worker

SOURCE

WEIGHTING

Factor 1: 2007 - 2011 U.S. Census- American Community Survey (ACS) - NY, NJ, CT, PA - Mail Clerks/Mail Machine Operators, Except Postal Service (5850). 1.0

	<u>**Total</u>	<u>Asian or Nat.</u>	<u>Black or</u>		<u>Individuals</u>
	<u>Minority</u>	<u>Haw. or Other</u>	<u>African</u>		<u>with</u>
<u>Female</u>		<u>Pac. Isl.</u>	<u>American</u>	<u>Hispanic</u>	<u>Disabilities</u>
				<u>or Latino</u>	
<u>41.5</u>	<u>42.7</u>	<u>4.9</u>	<u>19.2</u>	<u>16.9</u>	<u>7.0</u>

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

UTILIZATION ANALYSIS WORKSHEET
Two Factor Availability

College:	BMCC
Semester/Year:	FALL, 2016

AFFIRMATIVE ACTION UNIT: SECURITY DIRECTOR:		Constituent Departments:					
EEO CATEGORY: Executive/Administrative/Managerial		Job Titles: Campus Security Director Campus Security Assistant Director					
JOB GROUP: SECURITY DIRECTOR:							
FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	28.4	66.7	7.1	28.1	29.3	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: <u>5</u> No. Male: <u>5</u> No. Female: <u>0</u>							
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:	# <u>0</u> % <u>0.0</u>	# <u>4</u> % <u>80.0</u>	# <u>0</u> % <u>0.0</u>	# <u>3</u> % <u>60.0</u>	# <u>1</u> % <u>20.0</u>	# <u>0</u> % <u>0.0</u>	
OVERALL AVAILABILITY:	% <u>28.4</u>	% <u>66.7</u>	% <u>7.1</u>	% <u>28.1</u>	% <u>29.3</u>	% <u>7.0</u>	
UNDERUTILIZATION:	% <u>28.4</u> # <u>1.42</u> UU <u>1</u>	% <u>NONE</u> # <u>0.00</u> UU <u>0</u>	% <u>7.1</u> # <u>0.36</u> UU <u>0</u>	% <u>NONE</u> # <u>0.00</u> UU <u>0</u>	% <u>9.3</u> # <u>0.47</u> UU <u>1</u>	% <u>7.0</u> # <u>0.35</u> UU <u>0</u>	

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

FALL, 2016

MANAGERIAL: SECURITY DIRECTOR

Executive/Administrative/Managerial

MANAGERIAL:
SECURITY DIRECTOR:

Campus Security Director
Campus Security Assistant Director

SOURCE

Factor 1: 2007 - 2011 U.S. Census- American Community Survey (ACS) - Residence Geography,
New York City - Police and Sheriffs Patrol Officer (3850)

WEIGHTING

1.0

		<u>Asian or Nat.</u>			
		<u>Haw. or Other</u>	<u>Black or</u>	<u>Hispanic or</u>	<u>Individuals</u>
<u>Female</u>	<u>**Total</u>	<u>Pac. Isl.</u>	<u>African American</u>	<u>Latino</u>	<u>with</u>
<u>28.4</u>	<u>66.7</u>	<u>7.1</u>	<u>28.1</u>	<u>29.3</u>	<u>Disabilities</u>
					<u>7.0</u>

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **BMCC**

Semester/Year: **FALL, 2016**

AFFIRMATIVE ACTION UNIT: SKILLED TRADES/CRAFTS		Constituent Departments:					
EEO CATEGORY: Skilled Crafts		Job Titles: Carpenter Oiler Laborer Painter Electrician Plumber Electrician Helper Plumber Helper Locksmith Thermostat Repairer Maintenance Worker Stationary Engineer					
JOB GROUP: SKILLED TRADES/CRAFTS							
FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	2.5	29.7	2.6	7.0	18.7	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: <u>59</u> No. Male: <u>59</u> No. Female: <u>0</u>		If Group Total is 4 or less, then Job Group is too small to analyze					
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:		# <u>0</u> % <u>0.0</u>	# <u>22</u> % <u>37.3</u>	# <u>4</u> % <u>6.8</u>	# <u>6</u> % <u>10.2</u>	# <u>12</u> % <u>20.3</u>	# <u>0</u> % <u>0.0</u>
OVERALL AVAILABILITY:		% <u>2.5</u>	% <u>29.7</u>	% <u>2.6</u>	% <u>7.0</u>	% <u>18.7</u>	% <u>7.0</u>
UNDERUTILIZATION:		% <u>2.5</u> # <u>1.48</u> uu <u>2</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>	% <u>7.0</u> # <u>4.13</u> uu <u>4</u>

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

FALL, 2016

SKILLED TRADES/CRAFTS

Skilled Crafts

SKILLED TRADES/CRAFTS:

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

SOURCE

Factor 1: 2007 - 2011 U.S. Census- American Community Survey (ACS) - NY, NJ, CT, PA - "Stationary Engineer & Boiler Operator" (8610), "Carpenters" (6230), "Electricians" (6355), "Painters, Construction Maintenance" (6420), "Pipelayers, Plumbers, Pipefitters" (6440), "Machinist" (8030), "Construction Manager" (220), Automotive Service Technicians & Mechanics" (7200), "Elevator Installer & Repairer" (6700), "Roofers" (6515), "Cement Mason, Concrete Finishers & Terrazzo Worker" (6250), "Locksmith and Safe Repairers" (7540), "Plasters and Stucco Mason" (6460), "Construction Laborers" (6260), "Maintenance and Repair Workers, General" (7340), and "Maintenance Workers, Machinery" (7350).

WEIGHTING

1.0

<u>Female</u>	<u>**Total Minority</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Individuals with Disabilities</u>
<u>2.5</u>	<u>29.7</u>	<u>2.6</u>	<u>7.0</u>	<u>18.7</u>	<u>7.0</u>

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

UTILIZATION ANALYSIS WORKSHEET
Two Factor Availability

College:	BMCC
Semester/Year:	FALL, 2016

AFFIRMATIVE ACTION UNIT: English and English Literature		CONSTITUENT DEPARTMENTS: Academic Literacy and Linguistics					
EEO CATEGORY: PROFESSIONAL: PROFESSORIAL		Job Titles: Professor Associate Professor Assistant Professor					
JOB GROUP: PROFESSIONAL							
FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	61.1	15.9	3.8	5.0	5.5	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: <u>29</u>							
No. Male: <u>12</u> No. Female: <u>17</u>		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:	# <u>17</u> % <u>58.6</u>	# <u>7</u> % <u>24.1</u>	# <u>3</u> % <u>10.3</u>	# <u>3</u> % <u>10.3</u>	# <u>1</u> % <u>3.4</u>	# <u>1</u> % <u>3.4</u>	
OVERALL AVAILABILITY:	% <u>61.1</u>	% <u>15.9</u>	% <u>3.8</u>	% <u>5.0</u>	% <u>5.5</u>	% <u>7.0</u>	
UNDERUTILIZATION:	% <u>2.5</u> # <u>0.7</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>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>2.1</u> # <u>0.6</u> UU <u>1</u>	% <u>3.6</u> # <u>1.0</u> UU <u>1</u>	

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

FACTOR / SOURCE SHEET - **PROFESSIONAL: PROFESSORIAL**

FALL, 2016

Affirmative Action Unit: English and English Literature

Constituent Departments: Academic Literacy and Linguistics

Job Group: Professorial

Job Titles: Professor
Associate Professor
Assistant Professor

<u>FACTORS</u>	<u>SOURCES</u>	<u>WEIGHT</u>
Factor 1	EDC- Ph.D. 2011 - 12* - 4States (CT, NY, NJ, PA) and US Non-4ST.	1.0

* Note: US Dept of Education's Postsecondary Studies Division indicates 2012 is the latest data available as of 7/15/2014.

Factor 1: 4States (CT,NJ, NY, PA) and USNon-4ST - EDC - Ph.D. 2011 - 12*

English Language and Literature/Letters

<u>Female</u>	<u>**Total Minority</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Individuals with Disabilities</u>
61.1	15.9	3.8	5.0	5.5	7.0

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

DOCTORATE's degree conferred by Title IV participating institutions 2011-2012

Reported data only - This listing does not include US Service Schools, Non-Resident Aliens and Unknowns are excluded from all totals. Total Minority includes: Black, Hispanic or Latino, Asian/Native Hawaii/Other Pacific Islander, American Indian Alaska Native, and Two or More Races. Data for 4 States = CT, NJ, NY & PA(considered as 4ST) is weighted at 20% and US not 4ST is weighted at 80%.

	FEMALE	**Total Minority	ASIAN/ PAC. ISL.	BLACK NON-HISP.	Hispanic or Latino	AM.IND./ AL.NAT.
Agriculture, Agriculture Operations and Related Sciences	45.1%	17.7%	2.9%	5.7%	8.6%	0.3%
Architecture and Related Services	52.7%	25.6%	6.2%	10.6%	7.9%	0.9%
Area, Ethnic, Cultural, Gender, and Group Studies	66.1%	45.4%	12.4%	17.3%	11.2%	2.9%
Biological and Biomedical Sciences	54.6%	26.0%	13.1%	5.1%	6.1%	0.6%
Business, Management, Marketing, Support Services	44.9%	35.5%	9.7%	20.1%	4.2%	0.8%
Communication, Journalism, and Related Programs	58.2%	20.9%	6.4%	6.9%	5.3%	0.4%
Communications Technologies/Technicians Support Services	6.7%	0.0%	0.0%	0.0%	0.0%	0.0%
Computer and Information Sciences and Support Services	21.2%	27.8%	17.5%	5.8%	3.7%	0.3%
Education	67.9%	31.7%	4.0%	19.4%	6.8%	0.7%
Engineering	25.6%	27.6%	16.4%	4.7%	5.1%	0.3%
Engineering Technologies and Engineering-related Fields	58.0%	18.8%	4.7%	8.5%	1.9%	1.9%
English Language and Literature/Letters	61.1%	15.9%	3.8%	5.0%	5.5%	0.9%
Family and Consumer Sciences/Human Sciences	85.3%	23.5%	7.3%	14.0%	1.1%	0.4%
Foreign Languages, Literatures, and Linguistics	61.0%	24.6%	7.2%	2.0%	13.7%	0.3%
Health Professions and Related Programs	75.0%	24.6%	9.1%	10.1%	4.3%	0.6%
History	45.3%	17.8%	3.7%	7.7%	5.0%	0.3%
Homeland Security, Law Enforcement, Firefighting, etc.	46.2%	18.1%	1.2%	7.8%	6.5%	1.2%
Legal Professions and Studies	61.1%	38.3%	8.8%	18.1%	4.9%	3.3%
Liberal Arts and Sciences, General Studies and Humanities	56.3%	16.9%	3.4%	6.8%	2.3%	3.4%
Library Science	55.6%	19.7%	15.1%	0.0%	1.8%	0.0%
Mathematics and Statistics	26.8%	18.1%	9.4%	2.7%	4.9%	0.0%
Multi/Interdisciplinary Studies	64.0%	25.6%	6.3%	10.8%	6.5%	0.9%
Natural Resources and Conservation	48.0%	20.2%	7.1%	6.1%	4.7%	1.7%
Parks, Recreation, Leisure and Fitness Studies	43.8%	16.9%	3.2%	8.3%	4.2%	0.0%
Philosophy and Religious Studies	29.7%	16.4%	5.1%	5.4%	4.1%	0.3%
Physical Sciences	33.4%	18.5%	8.9%	3.3%	4.8%	0.3%
Psychology	73.1%	24.0%	6.6%	7.5%	8.1%	0.6%
Public Administration and Social Service Professions	64.9%	33.4%	6.1%	19.1%	7.0%	0.0%
Science Technologies/Technicians	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Social Sciences	50.9%	21.8%	7.3%	6.0%	6.9%	0.4%
Theology and Religious Vocations	25.5%	29.6%	9.0%	16.6%	3.6%	0.1%
Visual and Performing Arts	49.3%	16.6%	7.7%	3.2%	4.8%	0.2%
TOTAL ALL FIELDS PhD and PhD Other	54.9%	25.7%	8.4%	9.8%	6.0%	0.5%
OHRM/jc - S:\jmcbb's My Documents\EDC\EDC 2012 RAW data\Test Map PHD 2012 Pctg FEDERAL.rpt						

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **BMCC**

Semester/Year: **FALL 2016**

AFFIRMATIVE ACTION UNIT: English and English Literature		CONSTITUENT DEPARTMENTS Academic Literacy and Linguistics					
EEO CATEGORY: PROFESSIONAL: NON-PROFESSORIAL - INSTRUCTOR		Job Titles: Instructor					
JOB GROUP: NON-PROFESSORIAL - INSTRUCTOR							
FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	65.3	18.7	5.2	6.8	4.8	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: 6 No. Male: 3 No. Female: 3							
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:		# 3 % 50.0	# 1 % 16.7	# 0 % 0.0	# 1 % 16.7	# 0 % 0.0	# 0 % 0.0
OVERALL AVAILABILITY:		% 65.3	% 18.7	% 5.2	% 6.8	% 4.8	% 7.0
UNDERUTILIZATION:		% 15.3 # 0.9 UU 1	% 2.0 # 0.1 UU 0	% 5.2 # 0.3 UU 0	% NONE # 0.0 UU 0	% 4.8 # 0.3 UU 0	% 7.0 # 0.4 UU 0

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

FACTOR / SOURCE SHEET - PROFESSIONAL: NON-PROFESSORIAL-INSTRUCTOR
FALL 2016

Affirmative Action Unit: English and English Literature

Constituent Departments: Academic Literacy and Linguistics

Job Group: NON-PROFESSORIAL - INSTRUCTOR

Job Titles: Instructor

FACTOR SOURCES

Factor 1 EDC - MA. 2011 - 12* - 4States (CT, NJ, NY, PA)

WEIGHTING

1.0

* Note: US Dept of Education's Postsecondary Studies Division indicates 2012 is the latest data available as of 7/15/2014.

Factor 1: 4States EDC - MA. 2011 - 12*

English Language and Literature/Letters

<u>Female</u>	<u>**Total Minority</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Individuals with Disabilities</u>
65.3	18.7	5.2	6.8	4.8	7.0

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



MASTER's degree conferred by Title IV participating institutions 2011-2012

Reported data only - This listing does not include US Service Schools, Non-Resident Aliens and Unknowns are excluded from all totals. Total Minority includes: Black, Hispanic or Latino, Asian/Native Hawaii/Other Pacific Islander, American Indian Alaska Native, and Two or More Races. Data for 4 States = CT, NJ, NY & PA(considered as 4ST) is weighted at 100%.

	FEMALE	**Total Minority	ASIAN/ PAC. ISL.	BLACK NON-HISP.	Hispanic or Latino	AM.IND./ AL.NAT.
Agriculture, Agriculture Operations and Related Sciences	57.5%	25.0%	10.0%	1.2%	12.5%	0.0%
Architecture and Related Services	48.0%	27.6%	12.4%	4.9%	8.9%	0.1%
Area, Ethnic, Cultural, Gender, and Group Studies	64.5%	37.2%	6.4%	14.5%	13.1%	0.0%
Biological and Biomedical Sciences	58.6%	31.9%	18.4%	6.5%	4.6%	0.4%
Business, Management, Marketing, Support Services	44.8%	33.6%	13.7%	12.0%	6.6%	0.2%
Communication, Journalism, and Related Programs	67.7%	32.1%	6.2%	13.2%	8.5%	0.4%
Communications Technologies/Technicians Support Services	55.4%	53.6%	3.6%	25.0%	23.2%	0.0%
Computer and Information Sciences and Support Services	26.9%	38.1%	19.9%	9.7%	6.9%	0.2%
Construction Trades	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Education	77.6%	18.7%	3.4%	7.8%	6.6%	0.2%
Engineering	20.8%	33.1%	20.7%	5.4%	5.5%	0.2%
Engineering Technologies and Engineering-related Fields	28.6%	34.0%	13.0%	11.0%	8.8%	0.7%
English Language and Literature/Letters	65.3%	18.7%	5.2%	6.8%	4.8%	0.3%
Family and Consumer Sciences/Human Sciences	84.1%	25.7%	10.2%	7.2%	7.5%	0.0%
Foreign Languages, Literatures, and Linguistics	67.4%	31.4%	5.1%	2.9%	22.2%	0.4%
Health Professions and Related Programs	83.2%	28.4%	10.0%	11.8%	5.5%	0.2%
History	46.9%	14.1%	2.8%	4.0%	4.5%	0.5%
Homeland Security, Law Enforcement, Firefighting, etc.	59.0%	29.5%	3.3%	14.1%	11.4%	0.2%
Legal Professions and Studies	51.2%	35.4%	10.2%	13.4%	9.8%	1.2%
Liberal Arts and Sciences, General Studies and Humanities	60.6%	22.1%	3.3%	10.2%	6.9%	0.1%
Library Science	79.0%	13.5%	3.4%	4.5%	4.7%	0.2%
Mathematics and Statistics	40.9%	30.5%	20.0%	5.6%	3.7%	0.1%
Military Technologies and Applied Sciences	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Multi/Interdisciplinary Studies	62.0%	30.3%	10.1%	11.4%	6.6%	0.4%
Natural Resources and Conservation	53.8%	14.2%	7.3%	2.6%	2.3%	0.0%
Parks, Recreation, Leisure and Fitness Studies	42.7%	19.5%	2.4%	10.9%	4.7%	0.6%
Personal and Culinary Services	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Philosophy and Religious Studies	37.2%	13.0%	5.0%	1.9%	4.6%	0.4%
Physical Sciences	40.9%	21.0%	9.3%	5.4%	3.6%	0.7%
Precision Production	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Psychology	79.6%	23.8%	5.7%	9.0%	7.5%	0.3%
Public Administration and Social Service Professions	78.4%	37.6%	4.6%	19.9%	10.9%	0.3%
Science Technologies/Technicians	57.1%	14.3%	0.0%	14.3%	0.0%	0.0%
Social Sciences	55.6%	33.7%	8.8%	12.9%	9.7%	0.3%
Theology and Religious Vocations	36.8%	23.4%	4.7%	13.9%	3.8%	0.1%
Transportation and Materials Moving	14.3%	57.1%	14.3%	28.6%	14.3%	0.0%
Visual and Performing Arts	59.3%	22.6%	8.0%	6.3%	6.1%	0.3%
TOTAL ALL FIELDS	64.6%	26.6%	8.2%	10.2%	6.9%	0.2%

UTILIZATION ANALYSIS WORKSHEET
Two Factor Availability

College:	BMCC
Semester/Year:	FALL, 2016

AFFIRMATIVE ACTION UNIT: English and English Literature		CONSTITUENT DEPARTMENTS: Academic Literacy and Linguistics					
EEO CATEGORY: PROFESSIONAL: NON-PROFESSORIAL - LECTURER		Job Titles: Lecturer					
JOB GROUP: NON-PROFESSORIAL - LECTURER							
FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	69.4	24.2	4.7	8.0	9.1	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: <u>11</u>							
No. Male: <u>5</u> No. Female: <u>6</u>		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:		# <u>6</u> % <u>54.5</u>	# <u>3</u> % <u>27.3</u>	# <u>0</u> % <u>0.0</u>	# <u>2</u> % <u>18.2</u>	# <u>1</u> % <u>9.1</u>	# <u>0</u> % <u>0.0</u>
OVERALL AVAILABILITY:		% <u>69.4</u>	% <u>24.2</u>	% <u>4.7</u>	% <u>8.0</u>	% <u>9.1</u>	% <u>7.0</u>
UNDERUTILIZATION:		% <u>14.9</u> # <u>1.6</u> UU <u>2</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>4.7</u> # <u>0.5</u> UU <u>1</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>7.0</u> # <u>0.8</u> UU <u>1</u>

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

FACTOR / SOURCE SHEET - PROFESSIONAL: NON-PROFESSORIAL-LECTURER
FALL, 2016

Affirmative Action Unit: English and English Literature

Constituent Departments: Academic Literacy and Linguistics

Job Group: LECTURER

Job Titles: Lecturer

<u>FACTORS</u>	<u>SOURCES</u>	<u>WEIGHTING</u>
Factor	EDC - BA. 2011-12* - 4State (CT, NJ, NY, PA) weighted at 50% and US Non-4ST weighted at 50%.	1.0

* Note: US Dept of Education's Postsecondary Studies Division indicates 2012 is the latest data available as of 7/15/2014.

Factor 1: EDC - BA. 2011 - 12* 4States (CT,NJ,NY,PA) and US Non-4ST.

English Language and Literature/Letters

<u>Female</u>	<u>**Total Minority</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Individuals with Disabilities</u>
69.4	24.2	4.7	8.0	9.1	7.0

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



BACHELOR's degree conferred by Title IV participating institutions **2011-2012**

Reported data only - This listing does not include US Service Schools, Non-Resident Aliens and Unknowns are excluded from all totals. Total Minority includes: Black, Hispanic or Latino, Asian/Native Hawaiian/Other Pacific Islander, American Indian Alaska Native, and Two or More Races.

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

	<u>FEMALE</u>	<u>**Total Minority</u>	<u>ASIAN/ PAC. ISL.</u>	<u>BLACK NON-HISP.</u>	<u>Hispanic or Latino</u>	<u>AM.IND./ AL.NAT.</u>
Agriculture, Agriculture Operations and Related Sciences	54.2%	15.3%	4.1%	3.8%	5.3%	0.5%
Architecture and Related Services	41.7%	31.9%	11.3%	5.9%	12.8%	0.4%
Area, Ethnic, Cultural, Gender, and Group Studies	69.9%	47.6%	11.4%	15.5%	16.1%	1.4%
Biological and Biomedical Sciences	59.3%	34.9%	17.5%	7.5%	7.8%	0.5%
Business, Management, Marketing, Support Services	47.4%	32.7%	9.2%	12.0%	9.9%	0.5%
Communication, Journalism, and Related Programs	63.6%	26.3%	4.5%	11.1%	8.8%	0.4%
Communications Technologies/Technicians Support Services	34.1%	30.4%	5.4%	11.2%	11.2%	0.5%
Computer and Information Sciences and Support Services	17.4%	33.0%	11.1%	10.7%	9.3%	0.5%
Construction Trades	5.0%	12.7%	2.5%	2.6%	6.9%	0.3%
Education	79.6%	16.3%	2.2%	6.1%	6.6%	0.5%
Engineering	19.7%	27.9%	14.1%	4.4%	7.6%	0.3%
Engineering Technologies and Engineering-related Fields	10.0%	23.5%	5.0%	9.2%	7.5%	0.8%
English Language and Literature/Letters	69.4%	24.2%	4.7%	8.0%	9.1%	0.5%
Family and Consumer Sciences/Human Sciences	89.1%	27.8%	5.3%	11.5%	9.3%	0.5%
Foreign Languages, Literatures, and Linguistics	71.7%	31.7%	5.6%	4.6%	19.3%	0.4%
Health Professions and Related Programs	84.4%	29.7%	8.4%	12.5%	7.2%	0.5%
History	41.1%	18.5%	3.6%	4.8%	8.0%	0.5%
Homeland Security, Law Enforcement, Firefighting, etc.	46.3%	39.2%	3.0%	18.5%	15.7%	0.5%
Legal Professions and Studies	68.2%	43.4%	5.8%	21.2%	14.6%	0.6%
Liberal Arts and Sciences, General Studies and Humanities	62.7%	32.6%	3.8%	15.3%	10.9%	0.9%
Library Science	93.3%	6.7%	1.1%	2.2%	3.3%	0.0%
Mathematics and Statistics	44.6%	24.8%	11.0%	5.3%	7.0%	0.3%
Mechanic and Repair Technologies/Technicians	3.0%	21.6%	4.9%	3.2%	11.9%	1.3%
Military Technologies and Applied Sciences	16.2%	30.0%	0.0%	26.2%	2.5%	1.2%
Multi/Interdisciplinary Studies	61.6%	30.6%	6.9%	10.6%	11.0%	0.6%
Natural Resources and Conservation	48.4%	14.8%	4.9%	2.4%	5.1%	0.7%
Parks, Recreation, Leisure and Fitness Studies	43.6%	20.2%	3.5%	8.5%	6.6%	0.4%
Personal and Culinary Services	53.0%	28.5%	4.5%	13.6%	8.7%	1.0%
Philosophy and Religious Studies	38.0%	23.9%	5.8%	7.5%	8.0%	0.6%
Physical Sciences	40.1%	24.4%	10.8%	5.6%	6.0%	0.5%
Precision Production	10.3%	10.3%	3.4%	3.4%	1.7%	0.0%
Psychology	77.3%	33.9%	7.0%	12.2%	12.5%	0.5%
Public Administration and Social Service Professions	82.6%	43.0%	3.6%	23.5%	13.7%	0.7%
Science Technologies/Technicians	47.4%	29.2%	8.7%	5.8%	10.8%	1.2%
Social Sciences	51.9%	34.7%	8.7%	11.8%	11.9%	0.5%
Theology and Religious Vocations	26.9%	12.2%	2.0%	5.7%	3.4%	0.3%
Transportation and Materials Moving	16.8%	36.7%	7.6%	11.0%	15.3%	0.5%
Visual and Performing Arts	61.7%	24.9%	6.6%	6.6%	9.3%	0.6%
TOTAL ALL FIELDS	57.5%	29.5%	7.7%	10.3%	9.6%	0.5%

UTILIZATION ANALYSIS WORKSHEET
Two Factor Availability

College:	BMCC
Semester/Year:	FALL, 2016

AFFIRMATIVE ACTION UNIT: Business and Commerce		CONSTITUENT DEPARTMENTS: Accounting					
EEO CATEGORY: PROFESSIONAL: PROFESSORIAL		Job Titles: Professor Associate Professor Assistant Professor					
JOB GROUP: PROFESSORIAL							
FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	44.9	35.5	9.7	20.1	4.2	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: 18							
No. Male: 13 No. Female: 5							
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:		# 5 % 27.8	# 10 % 55.6	# 2 % 11.1	# 5 % 27.8	# 3 % 16.7	# 0 % 0.0
OVERALL AVAILABILITY:		% 44.9	% 35.5	% 9.7	% 20.1	% 4.2	% 7.0
UNDERUTILIZATION:		% 17.1 # 3.1 UU 3	% NONE # 0.0 UU 0	% NONE # 0.0 UU 0	% NONE # 0.0 UU 0	% NONE # 0.0 UU 0	% 7.0 # 1.3 UU 1

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

FACTOR / SOURCE SHEET - PROFESSIONAL: PROFESSORIAL

FALL, 2016

Affirmative Action Unit: Business and Commerce

Constituent Departments: Accounting

Job Group: Professorial

Job Titles:
Professor
Associate Professor
Assistant Professor

<u>FACTORS</u>	<u>SOURCES</u>	<u>WEIGHT</u>
Factor 1	EDC- Ph.D. 2011 - 12* - 4States (CT, NY, NJ, PA) and US Non-4ST.	1.0

* Note: US Dept of Education's Postsecondary Studies Division indicates 2012 is the latest data available as of 7/15/2014.

Factor 1: 4States (CT,NJ, NY, PA) and USNon-4ST - EDC - Ph.D. 2011 - 12*

Business, Management, Marketing, Support Services

<u>Female</u>	<u>**Total Minority</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Individuals with Disabilities</u>
44.9	35.5	9.7	20.1	4.2	7.0

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

DOCTORATE's degree conferred by Title IV participating institutions 2011-2012

Reported data only - This listing does not include US Service Schools, Non-Resident Aliens and Unknowns are excluded from all totals. Total Minority includes: Black, Hispanic or Latino, Asian/Native Hawaiian/Other Pacific Islander, American Indian Alaska Native, and Two or More Races. Data for 4 States = CT, NJ, NY & PA(considered as 4ST) is weighted at 20% and US not 4ST is weighted at 80%.

	<u>FEMALE</u>	<u>**Total Minority</u>	<u>ASIAN/ PAC. ISL.</u>	<u>BLACK NON-HISP.</u>	<u>Hispanic or Latino</u>	<u>AM.IND./ AL.NAT.</u>
Agriculture, Agriculture Operations and Related Sciences	45.1%	17.7%	2.9%	5.7%	8.6%	0.3%
Architecture and Related Services	52.7%	25.6%	6.2%	10.6%	7.9%	0.9%
Area, Ethnic, Cultural, Gender, and Group Studies	66.1%	45.4%	12.4%	17.3%	11.2%	2.9%
Biological and Biomedical Sciences	54.6%	26.0%	13.1%	5.1%	6.1%	0.6%
Business, Management, Marketing, Support Services	44.9%	35.5%	9.7%	20.1%	4.2%	0.8%
Communication, Journalism, and Related Programs	58.2%	20.9%	6.4%	6.9%	5.3%	0.4%
Communications Technologies/Technicians Support Services	6.7%	0.0%	0.0%	0.0%	0.0%	0.0%
Computer and Information Sciences and Support Services	21.2%	27.8%	17.5%	5.8%	3.7%	0.3%
Education	67.9%	31.7%	4.0%	19.4%	6.8%	0.7%
Engineering	25.6%	27.6%	16.4%	4.7%	5.1%	0.3%
Engineering Technologies and Engineering-related Fields	58.0%	18.8%	4.7%	8.5%	1.9%	1.9%
English Language and Literature/Letters	61.1%	15.9%	3.8%	5.0%	5.5%	0.9%
Family and Consumer Sciences/Human Sciences	85.3%	23.5%	7.3%	14.0%	1.1%	0.4%
Foreign Languages, Literatures, and Linguistics	61.0%	24.6%	7.2%	2.0%	13.7%	0.3%
Health Professions and Related Programs	75.0%	24.6%	9.1%	10.1%	4.3%	0.6%
History	45.3%	17.8%	3.7%	7.7%	5.0%	0.3%
Homeland Security, Law Enforcement, Firefighting, etc.	46.2%	18.1%	1.2%	7.8%	6.5%	1.2%
Legal Professions and Studies	61.1%	38.3%	8.8%	18.1%	4.9%	3.3%
Liberal Arts and Sciences, General Studies and Humanities	56.3%	16.9%	3.4%	6.8%	2.3%	3.4%
Library Science	55.6%	19.7%	15.1%	0.0%	1.8%	0.0%
Mathematics and Statistics	26.8%	18.1%	9.4%	2.7%	4.9%	0.0%
Multi/Interdisciplinary Studies	64.0%	25.6%	6.3%	10.8%	6.5%	0.9%
Natural Resources and Conservation	48.0%	20.2%	7.1%	6.1%	4.7%	1.7%
Parks, Recreation, Leisure and Fitness Studies	43.8%	16.9%	3.2%	8.3%	4.2%	0.0%
Philosophy and Religious Studies	29.7%	16.4%	5.1%	5.4%	4.1%	0.3%
Physical Sciences	33.4%	18.5%	8.9%	3.3%	4.8%	0.3%
Psychology	73.1%	24.0%	6.6%	7.5%	8.1%	0.6%
Public Administration and Social Service Professions	64.9%	33.4%	6.1%	19.1%	7.0%	0.0%
Science Technologies/Technicians	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Social Sciences	50.9%	21.8%	7.3%	6.0%	6.9%	0.4%
Theology and Religious Vocations	25.5%	29.6%	9.0%	16.6%	3.6%	0.1%
Visual and Performing Arts	49.3%	16.6%	7.7%	3.2%	4.8%	0.2%
TOTAL ALL FIELDS PhD and PhD Other	54.9%	25.7%	8.4%	9.8%	6.0%	0.5%

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College:	BMCC
Semester/Year:	FALL, 2016

AFFIRMATIVE ACTION UNIT: Health Professions		CONSTITUENT DEPARTMENTS: Allied Health/Medical Technology					
EEO CATEGORY: PROFESSIONAL: PROFESSORIAL		Job Titles: Professor Associate Professor Assistant Professor					
JOB GROUP: PROFESSORIAL							
FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	75.0	24.6	9.1	10.1	4.3	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: <u>6</u>							
No. Male: <u>4</u> No. Female: <u>2</u>		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:		# <u>2</u> % <u>33.3</u>	# <u>1</u> % <u>16.7</u>	# <u>0</u> % <u>0.0</u>	# <u>1</u> % <u>16.7</u>	# <u>0</u> % <u>0.0</u>	# <u>0</u> % <u>0.0</u>
OVERALL AVAILABILITY:		% <u>75.0</u>	% <u>24.6</u>	% <u>9.1</u>	% <u>10.1</u>	% <u>4.3</u>	% <u>7.0</u>
UNDERUTILIZATION:		% <u>41.7</u> # <u>2.5</u> UU <u>3</u>	% <u>7.9</u> # <u>0.5</u> UU <u>1</u>	% <u>9.1</u> # <u>0.5</u> UU <u>1</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>4.3</u> # <u>0.3</u> UU <u>0</u>	% <u>7.0</u> # <u>0.4</u> UU <u>0</u>

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

FACTOR / SOURCE SHEET - **PROFESSIONAL: PROFESSORIAL**

FALL, 2016

Affirmative Action Unit: Health Professions

Constituent Departments: Allied Health/Medical Technology

Job Group: Professorial

Job Titles:
Professor
Associate Professor
Assistant Professor

<u>FACTORS</u>	<u>SOURCES</u>	<u>WEIGHT</u>
Factor 1	EDC- Ph.D. 2011 - 12* - 4States (CT, NY, NJ, PA) and US Non-4ST.	1.0

* Note: US Dept of Education's Postsecondary Studies Division indicates 2012 is the latest data available as of 7/15/2014.

Factor 1: 4States (CT,NJ, NY, PA) and USNon-4ST - EDC - Ph.D. 2011 - 12*

Health Professions and Related Programs

<u>Female</u>	<u>**Total Minority</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Individuals with Disabilities</u>
75.0	24.6	9.1	10.1	4.3	7.0

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

CU NY The City University of New York **DOCTORATE's degree conferred by Title IV participating institutions 2011-2012**

Reported data only - This listing does not include US Service Schools, Non-Resident Aliens and Unknowns are excluded from all totals. Total Minority includes: Black, Hispanic or Latino, Asian/Native Hawaiian/Other Pacific Islander, American Indian Alaska Native, and Two or More Races. Data for 4 States = CT, NJ, NY & PA(considered as 4ST) is weighted at 20% and US not 4ST is weighted at 80%.

	<u>FEMALE</u>	<u>**Total Minority</u>	<u>ASIAN/ PAC. ISL.</u>	<u>BLACK NON-HISP.</u>	<u>Hispanic or Latino</u>	<u>AM.IND./ AL NAT.</u>
Agriculture, Agriculture Operations and Related Sciences	45.1%	17.7%	2.9%	5.7%	8.6%	0.3%
Architecture and Related Services	52.7%	25.6%	6.2%	10.6%	7.9%	0.9%
Area, Ethnic, Cultural, Gender, and Group Studies	66.1%	45.4%	12.4%	17.3%	11.2%	2.9%
Biological and Biomedical Sciences	54.6%	26.0%	13.1%	5.1%	6.1%	0.6%
Business, Management, Marketing, Support Services	44.9%	35.5%	9.7%	20.1%	4.2%	0.8%
Communication, Journalism, and Related Programs	58.2%	20.9%	6.4%	6.9%	5.3%	0.4%
Communications Technologies/Technicians Support Services	6.7%	0.0%	0.0%	0.0%	0.0%	0.0%
Computer and Information Sciences and Support Services	21.2%	27.8%	17.5%	5.8%	3.7%	0.3%
Education	67.9%	31.7%	4.0%	19.4%	6.8%	0.7%
Engineering	25.6%	27.6%	16.4%	4.7%	5.1%	0.3%
Engineering Technologies and Engineering-related Fields	58.0%	18.8%	4.7%	8.5%	1.9%	1.9%
English Language and Literature/Letters	61.1%	15.9%	3.8%	5.0%	5.5%	0.9%
Family and Consumer Sciences/Human Sciences	85.3%	23.5%	7.3%	14.0%	1.1%	0.4%
Foreign Languages, Literatures, and Linguistics	61.0%	24.6%	7.2%	2.0%	13.7%	0.3%
Health Professions and Related Programs	75.0%	24.6%	9.1%	10.1%	4.3%	0.6%
History	45.3%	17.8%	3.7%	7.7%	5.0%	0.3%
Homeland Security, Law Enforcement, Firefighting, etc.	46.2%	18.1%	1.2%	7.8%	6.5%	1.2%
Legal Professions and Studies	61.1%	38.3%	8.8%	18.1%	4.9%	3.3%
Liberal Arts and Sciences, General Studies and Humanities	56.3%	16.9%	3.4%	6.8%	2.3%	3.4%
Library Science	55.6%	19.7%	15.1%	0.0%	1.8%	0.0%
Mathematics and Statistics	26.8%	18.1%	9.4%	2.7%	4.9%	0.0%
Multi/Interdisciplinary Studies	64.0%	25.6%	6.3%	10.8%	6.5%	0.9%
Natural Resources and Conservation	48.0%	20.2%	7.1%	6.1%	4.7%	1.7%
Parks, Recreation, Leisure and Fitness Studies	43.8%	16.9%	3.2%	8.3%	4.2%	0.0%
Philosophy and Religious Studies	29.7%	16.4%	5.1%	5.4%	4.1%	0.3%
Physical Sciences	33.4%	18.5%	8.9%	3.3%	4.8%	0.3%
Psychology	73.1%	24.0%	6.6%	7.5%	8.1%	0.6%
Public Administration and Social Service Professions	64.9%	33.4%	6.1%	19.1%	7.0%	0.0%
Science Technologies/Technicians	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Social Sciences	50.9%	21.8%	7.3%	6.0%	6.9%	0.4%
Theology and Religious Vocations	25.5%	29.6%	9.0%	16.6%	3.6%	0.1%
Visual and Performing Arts	49.3%	16.6%	7.7%	3.2%	4.8%	0.2%
TOTAL ALL FIELDS PhD and PhD Other	54.9%	25.7%	8.4%	9.8%	6.0%	0.5%

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College:	BMCC
Semester/Year:	FALL, 2016

AFFIRMATIVE ACTION UNIT: Business and Commerce		CONSTITUENT DEPARTMENTS: Business Administration					
EEO CATEGORY: PROFESSIONAL: PROFESSORIAL		Job Titles: Professor Associate Professor Assistant Professor					
JOB GROUP: PROFESSIONAL							
FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	44.9	35.5	9.7	20.1	4.2	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: 16							
No. Male: 8 No. Female: 8		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:		# 8 % 50.0	# 10 % 62.5	# 6 % 37.5	# 2 % 12.5	# 2 % 12.5	# 0 % 0.0
OVERALL AVAILABILITY:		% 44.9	% 35.5	% 9.7	% 20.1	% 4.2	% 7.0
UNDERUTILIZATION:		% NONE # 0.0 UU 0	% NONE # 0.0 UU 0	% NONE # 0.0 UU 0	% 7.6 # 1.2 UU 1	% NONE # 0.0 UU 0	% 7.0 # 1.1 UU 1

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

FACTOR / SOURCE SHEET - PROFESSIONAL: PROFESSORIAL

FALL, 2016

Affirmative Action Unit: **Business and Commerce**

Constituent Departments: **Business Administration**

Job Group: **Professorial**

Job Titles: **Professor
Associate Professor
Assistant Professor**

<u>FACTORS</u>	<u>SOURCES</u>	<u>WEIGHT</u>
Factor 1	EDC- Ph.D. 2011 - 12* - 4States (CT, NY, NJ, PA) and US Non-4ST.	1.0

* Note: US Dept of Education's Postsecondary Studies Division indicates 2012 is the latest data available as of 7/15/2014.

Factor 1: 4States (CT,NJ, NY, PA) and USNon-4ST - EDC - Ph.D. 2011 - 12*

Business, Management, Marketing, Support Services

<u>Female</u>	<u>**Total Minority</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Individuals with Disabilities</u>
44.9	35.5	9.7	20.1	4.2	7.0

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

DOCTORATE's degree conferred by Title IV participating institutions **2011-2012**

Reported data only - This listing does not include US Service Schools, Non-Resident Aliens and Unknowns are excluded from all totals. Total Minority includes: Black, Hispanic or Latino, Asian/Native Hawaiian/Other Pacific Islander, American Indian Alaska Native, and Two or More Races. Data for 4 States = CT, NJ, NY & PA(considered as 4ST) is weighted at 20% and US not 4ST is weighted at 80%.

	<u>FEMALE</u>	<u>**Total Minority</u>	<u>ASIAN/ PAC. ISL.</u>	<u>BLACK NON-HISP.</u>	<u>Hispanic or Latino</u>	<u>AM.IND./ AL.NAT.</u>
Agriculture, Agriculture Operations and Related Sciences	45.1%	17.7%	2.9%	5.7%	8.6%	0.3%
Architecture and Related Services	52.7%	25.6%	6.2%	10.6%	7.9%	0.9%
Area, Ethnic, Cultural, Gender, and Group Studies	66.1%	45.4%	12.4%	17.3%	11.2%	2.9%
Biological and Biomedical Sciences	54.6%	26.0%	13.1%	5.1%	6.1%	0.6%
Business, Management, Marketing, Support Services	44.9%	35.5%	9.7%	20.1%	4.2%	0.8%
Communication, Journalism, and Related Programs	58.2%	20.9%	6.4%	6.9%	5.3%	0.4%
Communications Technologies/Technicians Support Services	6.7%	0.0%	0.0%	0.0%	0.0%	0.0%
Computer and Information Sciences and Support Services	21.2%	27.8%	17.5%	5.8%	3.7%	0.3%
Education	67.9%	31.7%	4.0%	19.4%	6.8%	0.7%
Engineering	25.6%	27.6%	16.4%	4.7%	5.1%	0.3%
Engineering Technologies and Engineering-related Fields	58.0%	18.8%	4.7%	8.5%	1.9%	1.9%
English Language and Literature/Letters	61.1%	15.9%	3.8%	5.0%	5.5%	0.9%
Family and Consumer Sciences/Human Sciences	85.3%	23.5%	7.3%	14.0%	1.1%	0.4%
Foreign Languages, Literatures, and Linguistics	61.0%	24.6%	7.2%	2.0%	13.7%	0.3%
Health Professions and Related Programs	75.0%	24.6%	9.1%	10.1%	4.3%	0.6%
History	45.3%	17.8%	3.7%	7.7%	5.0%	0.3%
Homeland Security, Law Enforcement, Firefighting, etc.	46.2%	18.1%	1.2%	7.8%	6.5%	1.2%
Legal Professions and Studies	61.1%	38.3%	8.8%	18.1%	4.9%	3.3%
Liberal Arts and Sciences, General Studies and Humanities	56.3%	16.9%	3.4%	6.8%	2.3%	3.4%
Library Science	55.6%	19.7%	15.1%	0.0%	1.8%	0.0%
Mathematics and Statistics	26.8%	18.1%	9.4%	2.7%	4.9%	0.0%
Multi/Interdisciplinary Studies	64.0%	25.6%	6.3%	10.8%	6.5%	0.9%
Natural Resources and Conservation	48.0%	20.2%	7.1%	6.1%	4.7%	1.7%
Parks, Recreation, Leisure and Fitness Studies	43.8%	16.9%	3.2%	8.3%	4.2%	0.0%
Philosophy and Religious Studies	29.7%	16.4%	5.1%	5.4%	4.1%	0.3%
Physical Sciences	33.4%	18.5%	8.9%	3.3%	4.8%	0.3%
Psychology	73.1%	24.0%	6.6%	7.5%	8.1%	0.6%
Public Administration and Social Service Professions	64.9%	33.4%	6.1%	19.1%	7.0%	0.0%
Science Technologies/Technicians	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Social Sciences	50.9%	21.8%	7.3%	6.0%	6.9%	0.4%
Theology and Religious Vocations	25.5%	29.6%	9.0%	16.6%	3.6%	0.1%
Visual and Performing Arts	49.3%	16.6%	7.7%	3.2%	4.8%	0.2%
TOTAL ALL FIELDS PhD and PhD Other	54.9%	25.7%	8.4%	9.8%	6.0%	0.5%
OHRM/jc - S:\jmcbb's My Documents\IEDC\EDC 2012 RAW data\Test Map PHD 2012 Pctg FEDERAL.rpt						

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College:	BMCC
Semester/Year:	FALL, 2016

AFFIRMATIVE ACTION UNIT: Business and Commerce		CONSTITUENT DEPARTMENTS: Business Administration					
EEO CATEGORY: PROFESSIONAL: NON-PROFESSORIAL - LECTURER		Job Titles: Lecturer					
JOB GROUP: NON-PROFESSORIAL - LECTURER							
FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	47.4	32.7	9.2	12.0	9.9	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: <u>5</u>							
No. Male: <u>2</u> No. Female: <u>3</u>							
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:		# <u>3</u> % <u>60.0</u>	# <u>5</u> % <u>100.0</u>	# <u>1</u> % <u>20.0</u>	# <u>3</u> % <u>60.0</u>	# <u>1</u> % <u>20.0</u>	# <u>1</u> % <u>20.0</u>
OVERALL AVAILABILITY:		% <u>47.4</u>	% <u>32.7</u>	% <u>9.2</u>	% <u>12.0</u>	% <u>9.9</u>	% <u>7.0</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>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 Asian or Nat. Haw. or Other Pac. Isl., Am. Ind./Al. Natives, Black or African American, Hispanic or Latino, and Two or More Races.

FACTOR / SOURCE SHEET - PROFESSIONAL: NON-PROFESSORIAL-LECTURER
FALL, 2016

Affirmative Action Unit: Business and Commerce

Constituent Departments: Business Administration

Job Group: LECTURER

Job Titles: Lecturer

<u>FACTORS</u>	<u>SOURCES</u>	<u>WEIGHTING</u>
Factor	EDC - BA. 2011-12* - 4State (CT, NJ, NY, PA) weighted at 50% and US Non-4ST weighted at 50%.	1.0

* Note: US Dept of Education's Postsecondary Studies Division
indicates 2012 is the latest data available as of 7/15/2014.

Factor 1: EDC - BA. 2011 - 12* 4States (CT,NJ,NY,PA) and US Non-4ST.

Business, Management, Marketing, Support Services

<u>Female</u>	<u>**Total Minority</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Individuals with Disabilities</u>
47.4	32.7	9.2	12.0	9.9	7.0

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



BACHELOR's degree conferred by Title IV participating institutions **2011-2012**

Reported data only - This listing does not include US Service Schools, Non-Resident Aliens and Unknowns are excluded from all totals. Total Minority includes: Black, Hispanic or Latino, Asian/Native Hawaiian/Other Pacific Islander, American Indian Alaska Native, and Two or More Races.
Data for 4 States = CT, NJ, NY & PA(considered as 4ST) is weighted at 50% and USn4ST is weighted at 50%.

	<u>FEMALE</u>	<u>**Total Minority</u>	<u>ASIAN/ PAC. ISL.</u>	<u>BLACK NON-HISP.</u>	<u>Hispanic or Latino</u>	<u>AM.IND./ AL.NAT.</u>
Agriculture, Agriculture Operations and Related Sciences	54.2%	15.3%	4.1%	3.8%	5.3%	0.5%
Architecture and Related Services	41.7%	31.9%	11.3%	5.9%	12.8%	0.4%
Area, Ethnic, Cultural, Gender, and Group Studies	69.9%	47.6%	11.4%	15.5%	16.1%	1.4%
Biological and Biomedical Sciences	59.3%	34.9%	17.5%	7.5%	7.8%	0.5%
Business, Management, Marketing, Support Services	47.4%	32.7%	9.2%	12.0%	9.9%	0.5%
Communication, Journalism, and Related Programs	63.6%	26.3%	4.5%	11.1%	8.8%	0.4%
Communications Technologies/Technicians Support Services	34.1%	30.4%	5.4%	11.2%	11.2%	0.5%
Computer and Information Sciences and Support Services	17.4%	33.0%	11.1%	10.7%	9.3%	0.5%
Construction Trades	5.0%	12.7%	2.5%	2.6%	6.9%	0.3%
Education	79.6%	16.3%	2.2%	6.1%	6.6%	0.5%
Engineering	19.7%	27.9%	14.1%	4.4%	7.6%	0.3%
Engineering Technologies and Engineering-related Fields	10.0%	23.5%	5.0%	9.2%	7.5%	0.8%
English Language and Literature/Letters	69.4%	24.2%	4.7%	8.0%	9.1%	0.5%
Family and Consumer Sciences/Human Sciences	89.1%	27.8%	5.3%	11.5%	9.3%	0.5%
Foreign Languages, Literatures, and Linguistics	71.7%	31.7%	5.6%	4.6%	19.3%	0.4%
Health Professions and Related Programs	84.4%	29.7%	8.4%	12.5%	7.2%	0.5%
History	41.1%	18.5%	3.6%	4.8%	8.0%	0.5%
Homeland Security, Law Enforcement, Firefighting, etc.	46.3%	39.2%	3.0%	18.5%	15.7%	0.5%
Legal Professions and Studies	68.2%	43.4%	5.8%	21.2%	14.6%	0.6%
Liberal Arts and Sciences, General Studies and Humanities	62.7%	32.6%	3.8%	15.3%	10.9%	0.9%
Library Science	93.3%	6.7%	1.1%	2.2%	3.3%	0.0%
Mathematics and Statistics	44.6%	24.8%	11.0%	5.3%	7.0%	0.3%
Mechanic and Repair Technologies/Technicians	3.0%	21.6%	4.9%	3.2%	11.9%	1.3%
Military Technologies and Applied Sciences	16.2%	30.0%	0.0%	26.2%	2.5%	1.2%
Multi/Interdisciplinary Studies	61.6%	30.6%	6.9%	10.6%	11.0%	0.6%
Natural Resources and Conservation	48.4%	14.8%	4.9%	2.4%	5.1%	0.7%
Parks, Recreation, Leisure and Fitness Studies	43.6%	20.2%	3.5%	8.5%	6.6%	0.4%
Personal and Culinary Services	53.0%	28.5%	4.5%	13.6%	8.7%	1.0%
Philosophy and Religious Studies	38.0%	23.9%	5.8%	7.5%	8.0%	0.6%
Physical Sciences	40.1%	24.4%	10.8%	5.6%	6.0%	0.5%
Precision Production	10.3%	10.3%	3.4%	3.4%	1.7%	0.0%
Psychology	77.3%	33.9%	7.0%	12.2%	12.5%	0.5%
Public Administration and Social Service Professions	82.6%	43.0%	3.6%	23.5%	13.7%	0.7%
Science Technologies/Technicians	47.4%	29.2%	8.7%	5.8%	10.8%	1.2%
Social Sciences	51.9%	34.7%	8.7%	11.8%	11.9%	0.5%
Theology and Religious Vocations	26.9%	12.2%	2.0%	5.7%	3.4%	0.3%
Transportation and Materials Moving	16.8%	36.7%	7.6%	11.0%	15.3%	0.5%
Visual and Performing Arts	61.7%	24.9%	6.6%	6.6%	9.3%	0.6%
TOTAL ALL FIELDS	57.5%	29.5%	7.7%	10.3%	9.6%	0.5%

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College:	BMCC
Semester/Year:	FALL, 2016

AFFIRMATIVE ACTION UNIT: Area and Ethnic Studies		CONSTITUENT DEPARTMENTS: Center for Ethnic Studies					
EEO CATEGORY: PROFESSIONAL: PROFESSORIAL		Job Titles: Professor Associate Professor Assistant Professor					
JOB GROUP: PROFESSORIAL							
FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	66.1	45.4	12.4	17.3	11.2	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: 5 No. Male: 3 No. Female: 2							
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:		# 2 % 40.0	# 5 % 100.0	# 0 % 0.0	# 3 % 60.0	# 2 % 40.0	# 0 % 0.0
OVERALL AVAILABILITY:		% 66.1	% 45.4	% 12.4	% 17.3	% 11.2	% 7.0
UNDERUTILIZATION:		% 26.1 # 1.3 UU 1	% NONE # 0.0 UU 0	% 12.4 # 0.6 UU 1	% NONE # 0.0 UU 0	% NONE # 0.0 UU 0	% 7.0 # 0.4 UU 0

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

FACTOR / SOURCE SHEET - PROFESSIONAL: PROFESSORIAL

FALL, 2016

Affirmative Action Unit: **Area and Ethnic Studies**

Constituent Departments: **Center for Ethnic Studies**

Job Group: **Professorial**

Job Titles:

Professor
Associate Professor
Assistant Professor

<u>FACTORS</u>	<u>SOURCES</u>	<u>WEIGHT</u>
Factor 1	EDC- Ph.D. 2011 - 12* - 4States (CT, NY, NJ, PA) and US Non-4ST.	1.0

* Note: US Dept of Education's Postsecondary Studies Division indicates 2012 is the latest data available as of 7/15/2014.

Factor 1: 4States (CT,NJ, NY, PA) and USNon-4ST - EDC - Ph.D. 2011 - 12*

Area, Ethnic, Cultural, Gender and Group Studies

	<u>Female</u>	<u>**Total Minority</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Individuals with Disabilities</u>
	66.1	45.4	12.4	17.3	11.2	7.0

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

DOCTORATE's degree conferred by Title IV participating institutions 2011-2012

Reported data only - This listing does not include US Service Schools, Non-Resident Aliens and Unknowns are excluded from all totals. Total Minority includes: Black, Hispanic or Latino, Asian/Native Hawaiian/Other Pacific Islander, American Indian Alaska Native, and Two or More Races. Data for 4 States = CT, NJ, NY & PA(considered as 4ST) is weighted at 20% and US not 4ST is weighted at 80%.

	<u>FEMALE</u>	<u>**Total Minority</u>	<u>ASIAN/ PAC. ISL.</u>	<u>BLACK NON-HISP.</u>	<u>Hispanic or Latino</u>	<u>AM.IND./ AL.NAT.</u>
Agriculture, Agriculture Operations and Related Sciences	45.1%	17.7%	2.9%	5.7%	8.6%	0.3%
Architecture and Related Services	52.7%	25.6%	6.2%	10.6%	7.9%	0.9%
Area, Ethnic, Cultural, Gender, and Group Studies	66.1%	45.4%	12.4%	17.3%	11.2%	2.9%
Biological and Biomedical Sciences	54.6%	26.0%	13.1%	5.1%	6.1%	0.6%
Business, Management, Marketing, Support Services	44.9%	35.5%	9.7%	20.1%	4.2%	0.8%
Communication, Journalism, and Related Programs	58.2%	20.9%	6.4%	6.9%	5.3%	0.4%
Communications Technologies/Technicians Support Services	6.7%	0.0%	0.0%	0.0%	0.0%	0.0%
Computer and Information Sciences and Support Services	21.2%	27.8%	17.5%	5.8%	3.7%	0.3%
Education	67.9%	31.7%	4.0%	19.4%	6.8%	0.7%
Engineering	25.6%	27.6%	16.4%	4.7%	5.1%	0.3%
Engineering Technologies and Engineering-related Fields	58.0%	18.8%	4.7%	8.5%	1.9%	1.9%
English Language and Literature/Letters	61.1%	15.9%	3.8%	5.0%	5.5%	0.9%
Family and Consumer Sciences/Human Sciences	85.3%	23.5%	7.3%	14.0%	1.1%	0.4%
Foreign Languages, Literatures, and Linguistics	61.0%	24.6%	7.2%	2.0%	13.7%	0.3%
Health Professions and Related Programs	75.0%	24.6%	9.1%	10.1%	4.3%	0.6%
History	45.3%	17.8%	3.7%	7.7%	5.0%	0.3%
Homeland Security, Law Enforcement, Firefighting, etc.	46.2%	18.1%	1.2%	7.8%	6.5%	1.2%
Legal Professions and Studies	61.1%	38.3%	8.8%	18.1%	4.9%	3.3%
Liberal Arts and Sciences, General Studies and Humanities	56.3%	16.9%	3.4%	6.8%	2.3%	3.4%
Library Science	55.6%	19.7%	15.1%	0.0%	1.8%	0.0%
Mathematics and Statistics	26.8%	18.1%	9.4%	2.7%	4.9%	0.0%
Multi/Interdisciplinary Studies	64.0%	25.6%	6.3%	10.8%	6.5%	0.9%
Natural Resources and Conservation	48.0%	20.2%	7.1%	6.1%	4.7%	1.7%
Parks, Recreation, Leisure and Fitness Studies	43.8%	16.9%	3.2%	8.3%	4.2%	0.0%
Philosophy and Religious Studies	29.7%	16.4%	5.1%	5.4%	4.1%	0.3%
Physical Sciences	33.4%	18.5%	8.9%	3.3%	4.8%	0.3%
Psychology	73.1%	24.0%	6.6%	7.5%	8.1%	0.6%
Public Administration and Social Service Professions	64.9%	33.4%	6.1%	19.1%	7.0%	0.0%
Science Technologies/Technicians	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Social Sciences	50.9%	21.8%	7.3%	6.0%	6.9%	0.4%
Theology and Religious Vocations	25.5%	29.6%	9.0%	16.6%	3.6%	0.1%
Visual and Performing Arts	49.3%	16.6%	7.7%	3.2%	4.8%	0.2%
TOTAL ALL FIELDS PhD and PhD Other	54.9%	25.7%	8.4%	9.8%	6.0%	0.5%

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College:	BMCC
Semester/Year:	FALL, 2016

AFFIRMATIVE ACTION UNIT: Math, Statistics, and Computer Science		CONSTITUENT DEPARTMENTS: Computer Information Systems (Comp. Applies.)					
EEO CATEGORY: PROFESSIONAL: PROFESSORIAL		Job Titles: Professor Associate Professor Assistant Professor					
JOB GROUP: PROFESSIONAL							
FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	21.2	27.8	17.5	5.8	3.7	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: 15 No. Male: 10 No. Female: 5							
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:	# 5 % 33.3	# 10 % 66.7	# 9 % 60.0	# 0 % 0.0	# 1 % 6.7	# 0 % 0.0	
OVERALL AVAILABILITY:	% 21.2	% 27.8	% 17.5	% 5.8	% 3.7	% 7.0	
UNDERUTILIZATION:	% NONE # 0.0 UU 0	% NONE # 0.0 UU 0	% NONE # 0.0 UU 0	% 5.8 # 0.9 UU 1	% NONE # 0.0 UU 0	% 7.0 # 1.1 UU 1	

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

FACTOR / SOURCE SHEET - PROFESSIONAL: PROFESSORIAL

FALL, 2016

Affirmative Action Unit: Math, Statistics, and Computer Science

Constituent Departments: Computer Information Systems (Comp. Applics.)

Job Group: Professorial

Job Titles:
Professor
Associate Professor
Assistant Professor

<u>FACTORS</u>	<u>SOURCES</u>	<u>WEIGHT</u>
Factor 1	EDC- Ph.D. 2011 - 12* - 4States (CT, NY, NJ, PA) and US Non-4ST.	1.0

* Note: US Dept of Education's Postsecondary Studies Division indicates 2012 is the latest data available as of 7/15/2014.

Factor 1: 4States (CT,NJ, NY, PA) and USNon-4ST - EDC - Ph.D. 2011 - 12*

Computer and Information Sciences and Support Services

<u>Female</u>	<u>**Total Minority</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Individuals with Disabilities</u>
21.2	27.8	17.5	5.8	3.7	7.0

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

DOCTORATE's degree conferred by Title IV participating institutions **2011-2012**

Reported data only - This listing does not include US Service Schools, Non-Resident Aliens and Unknowns are excluded from all totals. Total Minority includes: Black, Hispanic or Latino, Asian/Native Hawaiian/Other Pacific Islander, American Indian Alaska Native, and Two or More Races. Data for 4 States = CT, NJ, NY & PA(considered as 4ST) is weighted at 20% and US not 4ST is weighted at 80%.

	<u>FEMALE</u>	<u>**Total Minority</u>	<u>ASIAN/ PAC. ISL.</u>	<u>BLACK NON-HISP.</u>	<u>Hispanic or Latino</u>	<u>AM.IND./ AL.NAT.</u>
Agriculture, Agriculture Operations and Related Sciences	45.1%	17.7%	2.9%	5.7%	8.6%	0.3%
Architecture and Related Services	52.7%	25.6%	6.2%	10.6%	7.9%	0.9%
Area, Ethnic, Cultural, Gender, and Group Studies	66.1%	45.4%	12.4%	17.3%	11.2%	2.9%
Biological and Biomedical Sciences	54.6%	26.0%	13.1%	5.1%	6.1%	0.6%
Business, Management, Marketing, Support Services	44.9%	35.5%	9.7%	20.1%	4.2%	0.8%
Communication, Journalism, and Related Programs	58.2%	20.9%	6.4%	6.9%	5.3%	0.4%
Communications Technologies/Technicians Support Services	6.7%	0.0%	0.0%	0.0%	0.0%	0.0%
Computer and Information Sciences and Support Services	21.2%	27.8%	17.5%	5.8%	3.7%	0.3%
Education	67.9%	31.7%	4.0%	19.4%	6.8%	0.7%
Engineering	25.6%	27.6%	16.4%	4.7%	5.1%	0.3%
Engineering Technologies and Engineering-related Fields	58.0%	18.8%	4.7%	8.5%	1.9%	1.9%
English Language and Literature/Letters	61.1%	15.9%	3.8%	5.0%	5.5%	0.9%
Family and Consumer Sciences/Human Sciences	85.3%	23.5%	7.3%	14.0%	1.1%	0.4%
Foreign Languages, Literatures, and Linguistics	61.0%	24.6%	7.2%	2.0%	13.7%	0.3%
Health Professions and Related Programs	75.0%	24.6%	9.1%	10.1%	4.3%	0.6%
History	45.3%	17.8%	3.7%	7.7%	5.0%	0.3%
Homeland Security, Law Enforcement, Firefighting, etc.	46.2%	18.1%	1.2%	7.8%	6.5%	1.2%
Legal Professions and Studies	61.1%	38.3%	8.8%	18.1%	4.9%	3.3%
Liberal Arts and Sciences, General Studies and Humanities	56.3%	16.9%	3.4%	6.8%	2.3%	3.4%
Library Science	55.6%	19.7%	15.1%	0.0%	1.8%	0.0%
Mathematics and Statistics	26.8%	18.1%	9.4%	2.7%	4.9%	0.0%
Multi/Interdisciplinary Studies	64.0%	25.6%	6.3%	10.8%	6.5%	0.9%
Natural Resources and Conservation	48.0%	20.2%	7.1%	6.1%	4.7%	1.7%
Parks, Recreation, Leisure and Fitness Studies	43.8%	16.9%	3.2%	8.3%	4.2%	0.0%
Philosophy and Religious Studies	29.7%	16.4%	5.1%	5.4%	4.1%	0.3%
Physical Sciences	33.4%	18.5%	8.9%	3.3%	4.8%	0.3%
Psychology	73.1%	24.0%	6.6%	7.5%	8.1%	0.6%
Public Administration and Social Service Professions	64.9%	33.4%	6.1%	19.1%	7.0%	0.0%
Science Technologies/Technicians	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Social Sciences	50.9%	21.8%	7.3%	6.0%	6.9%	0.4%
Theology and Religious Vocations	25.5%	29.6%	9.0%	16.6%	3.6%	0.1%
Visual and Performing Arts	49.3%	16.6%	7.7%	3.2%	4.8%	0.2%
TOTAL ALL FIELDS PhD and PhD Other	54.9%	25.7%	8.4%	9.8%	6.0%	0.5%

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College:	BMCC
Semester/Year:	FALL, 2016

AFFIRMATIVE ACTION UNIT: Psychology		CONSTITUENT DEPARTMENTS: Counseling					
EEO CATEGORY: PROFESSIONAL: PROFESSORIAL		Job Titles: Professor Associate Professor Assistant Professor					
JOB GROUP: PROFESSORIAL							
FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	73.1	24.0	6.6	7.5	8.1	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: <u>5</u> No. Male: <u>1</u> No. Female: <u>4</u>							
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:		# <u>4</u> % <u>80.0</u>	# <u>4</u> % <u>80.0</u>	# <u>0</u> % <u>0.0</u>	# <u>4</u> % <u>80.0</u>	# <u>0</u> % <u>0.0</u>	# <u>0</u> % <u>0.0</u>
OVERALL AVAILABILITY:		% <u>73.1</u>	% <u>24.0</u>	% <u>6.6</u>	% <u>7.5</u>	% <u>8.1</u>	% <u>7.0</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>6.6</u> # <u>0.3</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>8.1</u> # <u>0.4</u> UU <u>0</u>	% <u>7.0</u> # <u>0.4</u> UU <u>0</u>

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

FACTOR / SOURCE SHEET - PROFESSIONAL: PROFESSORIAL

FALL, 2016

Affirmative Action Unit: **Psychology**

Constituent Departments: **Counseling**

Job Group: **Professorial**

Job Titles: Professor
Associate Professor
Assistant Professor

<u>FACTORS</u>	<u>SOURCES</u>	<u>WEIGHT</u>
Factor 1	EDC- Ph.D. 2011 - 12* - 4States (CT, NY, NJ, PA) and US Non-4ST.	1.0

* Note: US Dept of Education's Postsecondary Studies Division indicates 2012 is the latest data available as of 7/15/2014.

Factor 1: 4States (CT,NJ, NY, PA) and USNon-4ST - EDC - Ph.D. 2011 - 12*

Psychology

<u>Female</u>	<u>**Total Minority</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Individuals with Disabilities</u>
73.1	24.0	6.6	7.5	8.1	7.0

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

DOCTORATE's degree conferred by Title IV participating institutions **2011-2012**

Reported data only - This listing does not include US Service Schools, Non-Resident Aliens and Unknowns are excluded from all totals. Total Minority includes: Black, Hispanic or Latino, Asian/Native Hawaii/Other Pacific Islander, American Indian Alaska Native, and Two or More Races. Data for 4 States = CT, NJ, NY & PA(considered as 4ST) is weighted at 20% and US not 4ST is weighted at 80%.

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UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College:	BMCC
Semester/Year:	FALL, 2016

AFFIRMATIVE ACTION UNIT: English and English Literature		CONSTITUENT DEPARTMENTS: English					
EEO CATEGORY: PROFESSIONAL: PROFESSORIAL		Job Titles: Professor Associate Professor Assistant Professor					
JOB GROUP: PROFESSORIAL							
FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	61.1	15.9	3.8	5.0	5.5	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: <u>54</u> No. Male: <u>20</u> No. Female: <u>34</u>							
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:		# <u>34</u> % <u>63.0</u>	# <u>14</u> % <u>25.9</u>	# <u>2</u> % <u>3.7</u>	# <u>6</u> % <u>11.1</u>	# <u>4</u> % <u>7.4</u>	# <u>0</u> % <u>0.0</u>
OVERALL AVAILABILITY:		% <u>61.1</u>	% <u>15.9</u>	% <u>3.8</u>	% <u>5.0</u>	% <u>5.5</u>	% <u>7.0</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>0.1</u> # <u>0.1</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>7.0</u> # <u>3.8</u> UU <u>4</u>

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

FACTOR / SOURCE SHEET - **PROFESSIONAL: PROFESSORIAL**

FALL, 2016

Affirmative Action Unit: English and English Literature

Constituent Departments: English

Job Group: Professorial

Job Titles:
Professor
Associate Professor
Assistant Professor

<u>FACTORS</u>	<u>SOURCES</u>	<u>WEIGHT</u>
Factor 1	EDC- Ph.D. 2011 - 12* - 4States (CT, NY, NJ, PA) and US Non-4ST.	1.0

* Note: US Dept of Education's Postsecondary Studies Division indicates 2012 is the latest data available as of 7/15/2014.

Factor 1: 4States (CT,NJ, NY, PA) and USNon-4ST - EDC - Ph.D. 2011 - 12*

English Language and Literature/Letters

<u>Female</u>	<u>**Total Minority</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Individuals with Disabilities</u>
61.1	15.9	3.8	5.0	5.5	7.0

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

DOCTORATE's degree conferred by Title IV participating institutions 2011-2012

Reported data only - This listing does not include US Service Schools, Non-Resident Aliens and Unknowns are excluded from all totals. Total Minority includes: Black, Hispanic or Latino, Asian/Native Hawaiian/Other Pacific Islander, American Indian Alaska Native, and Two or More Races. Data for 4 States = CT, NJ, NY & PA(considered as 4ST) is weighted at 20% and US not 4ST is weighted at 80%.

	FEMALE	**Total Minority	ASIAN/ PAC. ISL.	BLACK NON-HISP.	Hispanic or Latino	AM.IND./ AL.NAT.
Agriculture, Agriculture Operations and Related Sciences	45.1%	17.7%	2.9%	5.7%	8.6%	0.3%
Architecture and Related Services	52.7%	25.6%	6.2%	10.6%	7.9%	0.9%
Area, Ethnic, Cultural, Gender, and Group Studies	66.1%	45.4%	12.4%	17.3%	11.2%	2.9%
Biological and Biomedical Sciences	54.6%	26.0%	13.1%	5.1%	6.1%	0.6%
Business, Management, Marketing, Support Services	44.9%	35.5%	9.7%	20.1%	4.2%	0.8%
Communication, Journalism, and Related Programs	58.2%	20.9%	6.4%	6.9%	5.3%	0.4%
Communications Technologies/Technicians Support Services	6.7%	0.0%	0.0%	0.0%	0.0%	0.0%
Computer and Information Sciences and Support Services	21.2%	27.8%	17.5%	5.8%	3.7%	0.3%
Education	67.9%	31.7%	4.0%	19.4%	6.8%	0.7%
Engineering	25.6%	27.6%	16.4%	4.7%	5.1%	0.3%
Engineering Technologies and Engineering-related Fields	58.0%	18.8%	4.7%	8.5%	1.9%	1.9%
English Language and Literature/Letters	61.1%	15.9%	3.8%	5.0%	5.5%	0.9%
Family and Consumer Sciences/Human Sciences	85.3%	23.5%	7.3%	14.0%	1.1%	0.4%
Foreign Languages, Literatures, and Linguistics	61.0%	24.6%	7.2%	2.0%	13.7%	0.3%
Health Professions and Related Programs	75.0%	24.6%	9.1%	10.1%	4.3%	0.6%
History	45.3%	17.8%	3.7%	7.7%	5.0%	0.3%
Homeland Security, Law Enforcement, Firefighting, etc.	46.2%	18.1%	1.2%	7.8%	6.5%	1.2%
Legal Professions and Studies	61.1%	38.3%	8.8%	18.1%	4.9%	3.3%
Liberal Arts and Sciences, General Studies and Humanities	56.3%	16.9%	3.4%	6.8%	2.3%	3.4%
Library Science	55.6%	19.7%	15.1%	0.0%	1.8%	0.0%
Mathematics and Statistics	26.8%	18.1%	9.4%	2.7%	4.9%	0.0%
Multi/Interdisciplinary Studies	64.0%	25.6%	6.3%	10.8%	6.5%	0.9%
Natural Resources and Conservation	48.0%	20.2%	7.1%	6.1%	4.7%	1.7%
Parks, Recreation, Leisure and Fitness Studies	43.8%	16.9%	3.2%	8.3%	4.2%	0.0%
Philosophy and Religious Studies	29.7%	16.4%	5.1%	5.4%	4.1%	0.3%
Physical Sciences	33.4%	18.5%	8.9%	3.3%	4.8%	0.3%
Psychology	73.1%	24.0%	6.6%	7.5%	8.1%	0.6%
Public Administration and Social Service Professions	64.9%	33.4%	6.1%	19.1%	7.0%	0.0%
Science Technologies/Technicians	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Social Sciences	50.9%	21.8%	7.3%	6.0%	6.9%	0.4%
Theology and Religious Vocations	25.5%	29.6%	9.0%	16.6%	3.6%	0.1%
Visual and Performing Arts	49.3%	16.6%	7.7%	3.2%	4.8%	0.2%
TOTAL ALL FIELDS PhD and PhD Other	54.9%	25.7%	8.4%	9.8%	6.0%	0.5%

UTILIZATION ANALYSIS WORKSHEET
Two Factor Availability

College:	ENTER COLLEGE NAME IN CELL R4
Semester/Year:	FALL, 2016

AFFIRMATIVE ACTION UNIT: English and English Literature		CONSTITUENT DEPARTMENTS: English					
EEO CATEGORY: PROFESSIONAL: NON-PROFESSORIAL - LECTURER		Job Titles: Lecturer					
JOB GROUP: NON-PROFESSORIAL - LECTURER							
FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	69.4	24.2	4.7	8.0	9.1	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: 11 No. Male: 2 No. Female: 9							
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:	# 9 % 81.8	# 4 % 36.4	# 2 % 18.2	# 1 % 9.1	# 1 % 9.1	# 0 % 0.0	
OVERALL AVAILABILITY:	% 69.4	% 24.2	% 4.7	% 8.0	% 9.1	% 7.0	
UNDERUTILIZATION:	% NONE # 0.0 UU 0	% NONE # 0.0 UU 0	% NONE # 0.0 UU 0	% NONE # 0.0 UU 0	% 0.0 # 0.0 UU 0	% 7.0 # 0.8 UU 1	

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

FACTOR / SOURCE SHEET - PROFESSIONAL: NON-PROFESSORIAL-LECTURER
FALL, 2016

Affirmative Action Unit: English and English Literature

Constituent Departments: English

Job Group: LECTURER

Job Titles: Lecturer

<u>FACTORS</u>	<u>SOURCES</u>	<u>WEIGHTING</u>
Factor	EDC - BA. 2011-12* - 4State (CT, NJ, NY, PA) weighted at 50% and US Non-4ST weighted at 50%.	1.0

* Note: US Dept of Education's Postsecondary Studies Division indicates 2012 is the latest data available as of 7/15/2014.

Factor 1: EDC - BA. 2011 - 12* 4States (CT,NJ,NY,PA) and US Non-4ST.

English Language and Literature/Letters

<u>Female</u>	<u>**Total Minority</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Individuals with Disabilities</u>
69.4	24.2	4.7	8.0	9.1	7.0

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



BACHELOR's degree conferred by Title IV participating institutions **2011-2012**

Reported data only - This listing does not include US Service Schools, Non-Resident Aliens and Unknowns are excluded from all totals. Total Minority includes: Black, Hispanic or Latino, Asian/Native Hawaii/Other Pacific Islander, American Indian Alaska Native, and Two or More Races.
Data for 4 States = CT, NJ, NY & PA(considered as 4ST) is weighted at 50% and USn4ST is weighted at 50%.

	FEMALE	**Total Minority	ASIAN/ PAC. ISL.	BLACK NON-HISP.	Hispanic or Latino	AM.IND./ AL.NAT.
Agriculture, Agriculture Operations and Related Sciences	54.2%	15.3%	4.1%	3.8%	5.3%	0.5%
Architecture and Related Services	41.7%	31.9%	11.3%	5.9%	12.8%	0.4%
Area, Ethnic, Cultural, Gender, and Group Studies	69.9%	47.6%	11.4%	15.5%	16.1%	1.4%
Biological and Biomedical Sciences	59.3%	34.9%	17.5%	7.5%	7.8%	0.5%
Business, Management, Marketing, Support Services	47.4%	32.7%	9.2%	12.0%	9.9%	0.5%
Communication, Journalism, and Related Programs	63.6%	26.3%	4.5%	11.1%	8.8%	0.4%
Communications Technologies/Technicians Support Services	34.1%	30.4%	5.4%	11.2%	11.2%	0.5%
Computer and Information Sciences and Support Services	17.4%	33.0%	11.1%	10.7%	9.3%	0.5%
Construction Trades	5.0%	12.7%	2.5%	2.6%	6.9%	0.3%
Education	79.6%	16.3%	2.2%	6.1%	6.6%	0.5%
Engineering	19.7%	27.9%	14.1%	4.4%	7.6%	0.3%
Engineering Technologies and Engineering-related Fields	10.0%	23.5%	5.0%	9.2%	7.5%	0.8%
English Language and Literature/Letters	69.4%	24.2%	4.7%	8.0%	9.1%	0.5%
Family and Consumer Sciences/Human Sciences	89.1%	27.8%	5.3%	11.5%	9.3%	0.5%
Foreign Languages, Literatures, and Linguistics	71.7%	31.7%	5.6%	4.6%	19.3%	0.4%
Health Professions and Related Programs	84.4%	29.7%	8.4%	12.5%	7.2%	0.5%
History	41.1%	18.5%	3.6%	4.8%	8.0%	0.5%
Homeland Security, Law Enforcement, Firefighting, etc.	46.3%	39.2%	3.0%	18.5%	15.7%	0.5%
Legal Professions and Studies	68.2%	43.4%	5.8%	21.2%	14.6%	0.6%
Liberal Arts and Sciences, General Studies and Humanities	62.7%	32.6%	3.8%	15.3%	10.9%	0.9%
Library Science	93.3%	6.7%	1.1%	2.2%	3.3%	0.0%
Mathematics and Statistics	44.6%	24.8%	11.0%	5.3%	7.0%	0.3%
Mechanic and Repair Technologies/Technicians	3.0%	21.6%	4.9%	3.2%	11.9%	1.3%
Military Technologies and Applied Sciences	16.2%	30.0%	0.0%	26.2%	2.5%	1.2%
Multi/Interdisciplinary Studies	61.6%	30.6%	6.9%	10.6%	11.0%	0.6%
Natural Resources and Conservation	48.4%	14.8%	4.9%	2.4%	5.1%	0.7%
Parks, Recreation, Leisure and Fitness Studies	43.6%	20.2%	3.5%	8.5%	6.6%	0.4%
Personal and Culinary Services	53.0%	28.5%	4.5%	13.6%	8.7%	1.0%
Philosophy and Religious Studies	38.0%	23.9%	5.8%	7.5%	8.0%	0.6%
Physical Sciences	40.1%	24.4%	10.8%	5.6%	6.0%	0.5%
Precision Production	10.3%	10.3%	3.4%	3.4%	1.7%	0.0%
Psychology	77.3%	33.9%	7.0%	12.2%	12.5%	0.5%
Public Administration and Social Service Professions	82.6%	43.0%	3.6%	23.5%	13.7%	0.7%
Science Technologies/Technicians	47.4%	29.2%	8.7%	5.8%	10.8%	1.2%
Social Sciences	51.9%	34.7%	8.7%	11.8%	11.9%	0.5%
Theology and Religious Vocations	26.9%	12.2%	2.0%	5.7%	3.4%	0.3%
Transportation and Materials Moving	16.8%	36.7%	7.6%	11.0%	15.3%	0.5%
Visual and Performing Arts	61.7%	24.9%	6.6%	6.6%	9.3%	0.6%
TOTAL ALL FIELDS	57.5%	29.5%	7.7%	10.3%	9.6%	0.5%

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College:	BMCC
Semester/Year:	FALL, 2016

AFFIRMATIVE ACTION UNIT: Health and Physical Education		CONSTITUENT DEPARTMENTS: Health Education					
EEO CATEGORY: PROFESSIONAL: PROFESSORIAL		Job Titles: Professor Associate Professor Assistant Professor					
JOB GROUP: PROFESSORIAL							
FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	75.0	24.6	9.1	10.1	4.3	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: 9 No. Male: 3 No. Female: 6							
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:	# 6 % 66.7	# 4 % 44.4	# 0 % 0.0	# 4 % 44.4	# 0 % 0.0	# 0 % 0.0	
OVERALL AVAILABILITY:	% 75.0	% 24.6	% 9.1	% 10.1	% 4.3	% 7.0	
UNDERUTILIZATION:	% 8.3 # 0.8 UU 1	% NONE # 0.0 UU 0	% 9.1 # 0.8 UU 1	% NONE # 0.0 UU 0	% 4.3 # 0.4 UU 0	% 7.0 # 0.6 UU 1	

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

FACTOR / SOURCE SHEET - PROFESSIONAL: PROFESSORIAL

FALL, 2016

Affirmative Action Unit: Health and Physical Education

Constituent Departments: Health Education

Job Group: Professorial

Job Titles:
Professor
Associate Professor
Assistant Professor

<u>FACTORS</u>	<u>SOURCES</u>	<u>WEIGHT</u>
Factor 1	EDC- Ph.D. 2011 - 12* - 4States (CT, NY, NJ, PA) and US Non-4ST.	1.0

* Note: US Dept of Education's Postsecondary Studies Division indicates 2012 is the latest data available as of 7/15/2014.

Factor 1: 4States (CT,NJ, NY, PA) and USNon-4ST - EDC - Ph.D. 2011 - 12*

Health Professions and Related Programs

<u>Female</u>	<u>**Total Minority</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Individuals with Disabilities</u>
75.0	24.6	9.1	10.1	4.3	7.0

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

DOCTORATE's degree conferred by Title IV participating institutions **2011-2012**

Reported data only - This listing does not include US Service Schools, Non-Resident Aliens and Unknowns are excluded from all totals. Total Minority includes: Black, Hispanic or Latino, Asian/Native Hawaiian/Other Pacific Islander, American Indian Alaska Native, and Two or More Races. Data for 4 States = CT, NJ, NY & PA(considered as 4ST) is weighted at 20% and US not 4ST is weighted at 80%.

	FEMALE	**Total Minority	ASIAN/ PAC. ISL.	BLACK NON-HISP.	Hispanic or Latino	AM.IND./ AL.NAT.
Agriculture, Agriculture Operations and Related Sciences	45.1%	17.7%	2.9%	5.7%	8.6%	0.3%
Architecture and Related Services	52.7%	25.6%	6.2%	10.6%	7.9%	0.9%
Area, Ethnic, Cultural, Gender, and Group Studies	66.1%	45.4%	12.4%	17.3%	11.2%	2.9%
Biological and Biomedical Sciences	54.6%	26.0%	13.1%	5.1%	6.1%	0.6%
Business, Management, Marketing, Support Services	44.9%	35.5%	9.7%	20.1%	4.2%	0.8%
Communication, Journalism, and Related Programs	58.2%	20.9%	6.4%	6.9%	5.3%	0.4%
Communications Technologies/Technicians Support Services	6.7%	0.0%	0.0%	0.0%	0.0%	0.0%
Computer and Information Sciences and Support Services	21.2%	27.8%	17.5%	5.8%	3.7%	0.3%
Education	67.9%	31.7%	4.0%	19.4%	6.8%	0.7%
Engineering	25.6%	27.6%	16.4%	4.7%	5.1%	0.3%
Engineering Technologies and Engineering-related Fields	58.0%	18.8%	4.7%	8.5%	1.9%	1.9%
English Language and Literature/Letters	61.1%	15.9%	3.8%	5.0%	5.5%	0.9%
Family and Consumer Sciences/Human Sciences	85.3%	23.5%	7.3%	14.0%	1.1%	0.4%
Foreign Languages, Literatures, and Linguistics	61.0%	24.6%	7.2%	2.0%	13.7%	0.3%
Health Professions and Related Programs	75.0%	24.6%	9.1%	10.1%	4.3%	0.6%
History	45.3%	17.8%	3.7%	7.7%	5.0%	0.3%
Homeland Security, Law Enforcement, Firefighting, etc.	46.2%	18.1%	1.2%	7.8%	6.5%	1.2%
Legal Professions and Studies	61.1%	38.3%	8.8%	18.1%	4.9%	3.3%
Liberal Arts and Sciences, General Studies and Humanities	56.3%	16.9%	3.4%	6.8%	2.3%	3.4%
Library Science	55.6%	19.7%	15.1%	0.0%	1.8%	0.0%
Mathematics and Statistics	26.8%	18.1%	9.4%	2.7%	4.9%	0.0%
Multi/Interdisciplinary Studies	64.0%	25.6%	6.3%	10.8%	6.5%	0.9%
Natural Resources and Conservation	48.0%	20.2%	7.1%	6.1%	4.7%	1.7%
Parks, Recreation, Leisure and Fitness Studies	43.8%	16.9%	3.2%	8.3%	4.2%	0.0%
Philosophy and Religious Studies	29.7%	16.4%	5.1%	5.4%	4.1%	0.3%
Physical Sciences	33.4%	18.5%	8.9%	3.3%	4.8%	0.3%
Psychology	73.1%	24.0%	6.6%	7.5%	8.1%	0.6%
Public Administration and Social Service Professions	64.9%	33.4%	6.1%	19.1%	7.0%	0.0%
Science Technologies/Technicians	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Social Sciences	50.9%	21.8%	7.3%	6.0%	6.9%	0.4%
Theology and Religious Vocations	25.5%	29.6%	9.0%	16.6%	3.6%	0.1%
Visual and Performing Arts	49.3%	16.6%	7.7%	3.2%	4.8%	0.2%
TOTAL ALL FIELDS PhD and PhD Other	54.9%	25.7%	8.4%	9.8%	6.0%	0.5%

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **BMCC**

Semester/Year: **Fall 2016**

AFFIRMATIVE ACTION UNIT: LIBRARY		Constituent Departments:					
EEO CATEGORY: PROFESSIONAL		Job Titles: Professor Associate Professor Assistant Professor Lecturer					
JOB GROUP: PROFESSIONAL: Professorial; Non-Professorial- Instructor and Lecturer							
FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	0.00	68.3	18.5	9.6	2.3	4.4	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: <u>11</u> No. Male: <u>1</u> No. Female: <u>10</u>		If Group Total is 4 or less, then Job Group is too small to analyze					
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:		# <u>10</u> % <u>90.9</u>	# <u>3</u> % <u>27.3</u>	# <u>2</u> % <u>18.2</u>	# <u>1</u> % <u>9.1</u>	# <u>0</u> % <u>0.0</u>	# <u>0</u> % <u>0.0</u>
OVERALL AVAILABILITY:		% <u>68.3</u>	% <u>18.5</u>	% <u>9.6</u>	% <u>2.3</u>	% <u>4.4</u>	% <u>7.0</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>4.4</u> # <u>0.48</u> UU <u>1</u>	% <u>7.0</u> # <u>0.77</u> UU <u>1</u>

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

LIBRARY**PROFESSIONAL: Professorial; Non-Professorial-Instructor and Lecturer**

JOB GROUP: Professor
FACULTY Associate Professor
 Assistant Professor
 Lecturer

SOURCE

Factor 1: 4State Earned Degree Conferred (EDC) - M.A. and Ph.D. 2011-12* weighted at 50% and National - USN4ST EDC M.A. and Ph.D. 2011-12* weighted at 50%.
 Derived from NCES-Postsecondary Studies Division.

WEIGHTING

1.0

* Note: US Dept of Education's Postsecondary Studies Division indicates 2012 is the latest data available as of 07/15/2014.

Factor 1: **4State** - Earned Degree Conferred (EDC) - M.A. and Ph.D. 2009-10* - Library Science.

		<u>Female</u>	<u>**Total Minority</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>
Ph.D.		63.6	27.3	18.2	0.0	9.1
50% weight	0.5	(31.8)	(13.7)	(9.1)	(0.0)	(4.6)
M.A.		79.0	13.5	3.4	4.5	4.7
50% weight	0.5	(39.5)	(6.8)	(1.7)	(2.3)	(2.4)
TOTAL		71.3	20.5	10.8	2.3	7.0
weight at .20		14.3	4.1	2.2	0.5	1.4

National - USN4ST (EDC) - M.A. and Ph.D. 2009-10* - Library Science.

		<u>Female</u>	<u>**Total Minority</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>
Ph.D.		53.6	17.9	14.3	0.0	0.0
50% weight	0.5	(26.8)	(9.0)	(7.2)	(0.0)	(0.0)
M.A.		81.4	18.0	4.0	4.5	7.4
50% weight	0.5	(40.7)	(9.0)	(2.0)	(2.3)	(3.7)
TOTAL		67.5	18.0	9.2	2.3	3.7
weight at .80		54.0	14.4	7.4	1.8	3.0

Sum of 4State and USN4ST		14.3	4.1	2.2	0.5	1.4	<u>Individuals with Disabilities</u>
		54.0	14.4	7.4	1.8	3.0	
		68.3	18.5	9.6	2.3	4.4	7.0

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

***Action taken to combine all faculty titles in this job group is based on the review of the internal population. (e.g. 89% of persons in the Instructor rank and 94% of persons in the Lecturer rank hold the MA degree).

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College:	BMCC
Semester/Year:	FALL, 2016

AFFIRMATIVE ACTION UNIT: Math, Statistics, and Computer Science		CONSTITUENT DEPARTMENTS: Mathematics					
EEO CATEGORY: PROFESSIONAL: PROFESSORIAL		Job Titles: Professor Associate Professor Assistant Professor					
JOB GROUP: PROFESSORIAL							
FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	26.8	18.1	9.4	2.7	4.9	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: 38 No. Male: 24 No. Female: 14							
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:		# 14 % 36.8	# 10 % 26.3	# 3 % 7.9	# 5 % 13.2	# 2 % 5.3	# 0 % 0.0
OVERALL AVAILABILITY:		% 26.8	% 18.1	% 9.4	% 2.7	% 4.9	% 7.0
UNDERUTILIZATION:		% NONE # 0.0 UU 0	% NONE # 0.0 UU 0	% 1.5 # 0.6 UU 1	% NONE # 0.0 UU 0	% NONE # 0.0 UU 0	% 7.0 # 2.7 UU 3

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

FACTOR / SOURCE SHEET - **PROFESSIONAL: PROFESSORIAL**

FALL, 2016

Affirmative Action Unit: Math, Statistics, and Computer Science

Constituent Departments: Mathematics

Job Group: Professorial

Job Titles:
Professor
Associate Professor
Assistant Professor

<u>FACTORS</u>	<u>SOURCES</u>	<u>WEIGHT</u>
Factor 1	EDC- Ph.D. 2011 - 12* - 4States (CT, NY, NJ, PA) and US Non-4ST.	1.0

* Note: US Dept of Education's Postsecondary Studies Division indicates 2012 is the latest data available as of 7/15/2014.

Factor 1: 4States (CT,NJ, NY, PA) and USNon-4ST - EDC - Ph.D. 2011 - 12*

Mathematics and Statistics

<u>Female</u>	<u>**Total Minority</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Individuals with Disabilities</u>
26.8	18.1	9.4	2.7	4.9	7.0

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

DOCTORATE's degree conferred by Title IV participating institutions 2011-2012

Reported data only - This listing does not include US Service Schools, Non-Resident Aliens and Unknowns are excluded from all totals. Total Minority includes: Black, Hispanic or Latino, Asian/Native Hawaiian/Other Pacific Islander, American Indian Alaska Native, and Two or More Races. Data for 4 States = CT, NJ, NY & PA(considered as 4ST) is weighted at 20% and US not 4ST is weighted at 80%.

	<u>FEMALE</u>	<u>**Total Minority</u>	<u>ASIAN/ PAC. ISL.</u>	<u>BLACK NON-HISP.</u>	<u>Hispanic or Latino</u>	<u>AM.IND./ AL.NAT.</u>
Agriculture, Agriculture Operations and Related Sciences	45.1%	17.7%	2.9%	5.7%	8.6%	0.3%
Architecture and Related Services	52.7%	25.6%	6.2%	10.6%	7.9%	0.9%
Area, Ethnic, Cultural, Gender, and Group Studies	66.1%	45.4%	12.4%	17.3%	11.2%	2.9%
Biological and Biomedical Sciences	54.6%	26.0%	13.1%	5.1%	6.1%	0.6%
Business, Management, Marketing, Support Services	44.9%	35.5%	9.7%	20.1%	4.2%	0.8%
Communication, Journalism, and Related Programs	58.2%	20.9%	6.4%	6.9%	5.3%	0.4%
Communications Technologies/Technicians Support Services	6.7%	0.0%	0.0%	0.0%	0.0%	0.0%
Computer and Information Sciences and Support Services	21.2%	27.8%	17.5%	5.8%	3.7%	0.3%
Education	67.9%	31.7%	4.0%	19.4%	6.8%	0.7%
Engineering	25.6%	27.6%	16.4%	4.7%	5.1%	0.3%
Engineering Technologies and Engineering-related Fields	58.0%	18.8%	4.7%	8.5%	1.9%	1.9%
English Language and Literature/Letters	61.1%	15.9%	3.8%	5.0%	5.5%	0.9%
Family and Consumer Sciences/Human Sciences	85.3%	23.5%	7.3%	14.0%	1.1%	0.4%
Foreign Languages, Literatures, and Linguistics	61.0%	24.6%	7.2%	2.0%	13.7%	0.3%
Health Professions and Related Programs	75.0%	24.6%	9.1%	10.1%	4.3%	0.6%
History	45.3%	17.8%	3.7%	7.7%	5.0%	0.3%
Homeland Security, Law Enforcement, Firefighting, etc.	46.2%	18.1%	1.2%	7.8%	6.5%	1.2%
Legal Professions and Studies	61.1%	38.3%	8.8%	18.1%	4.9%	3.3%
Liberal Arts and Sciences, General Studies and Humanities	56.3%	16.9%	3.4%	6.8%	2.3%	3.4%
Library Science	55.6%	19.7%	15.1%	0.0%	1.8%	0.0%
Mathematics and Statistics	26.8%	18.1%	9.4%	2.7%	4.9%	0.0%
Multi/Interdisciplinary Studies	64.0%	25.6%	6.3%	10.8%	6.5%	0.9%
Natural Resources and Conservation	48.0%	20.2%	7.1%	6.1%	4.7%	1.7%
Parks, Recreation, Leisure and Fitness Studies	43.8%	16.9%	3.2%	8.3%	4.2%	0.0%
Philosophy and Religious Studies	29.7%	16.4%	5.1%	5.4%	4.1%	0.3%
Physical Sciences	33.4%	18.5%	8.9%	3.3%	4.8%	0.3%
Psychology	73.1%	24.0%	6.6%	7.5%	8.1%	0.6%
Public Administration and Social Service Professions	64.9%	33.4%	6.1%	19.1%	7.0%	0.0%
Science Technologies/Technicians	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Social Sciences	50.9%	21.8%	7.3%	6.0%	6.9%	0.4%
Theology and Religious Vocations	25.5%	29.6%	9.0%	16.6%	3.6%	0.1%
Visual and Performing Arts	49.3%	16.6%	7.7%	3.2%	4.8%	0.2%
TOTAL ALL FIELDS PhD and PhD Other	54.9%	25.7%	8.4%	9.8%	6.0%	0.5%

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **BMCC**

Semester/Year: **FALL 2016**

AFFIRMATIVE ACTION UNIT: Math, Statistics and Computer Science		CONSTITUENT DEPARTMENTS Mathematics					
EEO CATEGORY: PROFESSIONAL: NON-PROFESSORIAL - INSTRUCTOR		Job Titles: Instructor					
JOB GROUP: NON-PROFESSORIAL - INSTRUCTOR							
FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	40.9	30.5	20.0	5.6	3.7	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: <u>8</u> No. Male: <u>7</u> No. Female: <u>1</u>							
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:		# <u>1</u> % <u>12.5</u>	# <u>5</u> % <u>62.5</u>	# <u>2</u> % <u>25.0</u>	# <u>3</u> % <u>37.5</u>	# <u>0</u> % <u>0.0</u>	# <u>1</u> % <u>12.5</u>
OVERALL AVAILABILITY:		% <u>40.9</u>	% <u>30.5</u>	% <u>20.0</u>	% <u>5.6</u>	% <u>3.7</u>	% <u>7.0</u>
UNDERUTILIZATION:		% <u>28.4</u> # <u>2.3</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>3.7</u> # <u>0.3</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>

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

FACTOR / SOURCE SHEET - PROFESSIONAL: NON-PROFESSORIAL-INSTRUCTOR**FALL 2016****Affirmative Action Unit:** Math, Statistics and Computer Science**Constituent Departments:** Mathematics**Job Group:** NON-PROFESSORIAL - INSTRUCTOR**Job Titles:** Instructor**FACTOR SOURCES**

Factor 1 EDC - MA. 2011 - 12* - 4States (CT, NJ, NY, PA)

WEIGHTING

1.0

* Note: US Dept of Education's Postsecondary Studies Division indicates 2012 is the latest data available as of 7/15/2014.

Factor 1: 4States EDC - MA. 2011 - 12*

Mathematics and Statistics

<u>Female</u>	<u>**Total Minority</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Individuals with Disabilities</u>
40.9	30.5	20.0	5.6	3.7	7.0

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

MASTER's degree conferred by Title IV participating institutions 2011-2012

Reported data only - This listing does not include US Service Schools, Non-Resident Aliens and Unknowns are excluded from all totals. Total Minority includes: Black, Hispanic or Latino, Asian/Native Hawaii/Other Pacific Islander, American Indian Alaska Native, and Two or More Races. Data for 4 States = CT, NJ, NY & PA(considered as 4ST) is weighted at 100%.

	FEMALE	**Total Minority	ASIAN/ PAC. ISL.	BLACK NON-HISP.	Hispanic or Latino	AM.IND./ AL.NAT.
Agriculture, Agriculture Operations and Related Sciences	57.5%	25.0%	10.0%	1.2%	12.5%	0.0%
Architecture and Related Services	48.0%	27.6%	12.4%	4.9%	8.9%	0.1%
Area, Ethnic, Cultural, Gender, and Group Studies	64.5%	37.2%	6.4%	14.5%	13.1%	0.0%
Biological and Biomedical Sciences	58.6%	31.9%	18.4%	6.5%	4.6%	0.4%
Business, Management, Marketing, Support Services	44.8%	33.6%	13.7%	12.0%	6.6%	0.2%
Communication, Journalism, and Related Programs	67.7%	32.1%	6.2%	13.2%	8.5%	0.4%
Communications Technologies/Technicians Support Services	55.4%	53.6%	3.6%	25.0%	23.2%	0.0%
Computer and Information Sciences and Support Services	26.9%	38.1%	19.9%	9.7%	6.9%	0.2%
Construction Trades	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Education	77.6%	18.7%	3.4%	7.8%	6.6%	0.2%
Engineering	20.8%	33.1%	20.7%	5.4%	5.5%	0.2%
Engineering Technologies and Engineering-related Fields	28.6%	34.0%	13.0%	11.0%	8.8%	0.7%
English Language and Literature/Letters	65.3%	18.7%	5.2%	6.8%	4.8%	0.3%
Family and Consumer Sciences/Human Sciences	84.1%	25.7%	10.2%	7.2%	7.5%	0.0%
Foreign Languages, Literatures, and Linguistics	67.4%	31.4%	5.1%	2.9%	22.2%	0.4%
Health Professions and Related Programs	83.2%	28.4%	10.0%	11.8%	5.5%	0.2%
History	46.9%	14.1%	2.8%	4.0%	4.5%	0.5%
Homeland Security, Law Enforcement, Firefighting, etc.	59.0%	29.5%	3.3%	14.1%	11.4%	0.2%
Legal Professions and Studies	51.2%	35.4%	10.2%	13.4%	9.8%	1.2%
Liberal Arts and Sciences, General Studies and Humanities	60.6%	22.1%	3.3%	10.2%	6.9%	0.1%
Library Science	79.0%	13.5%	3.4%	4.5%	4.7%	0.2%
Mathematics and Statistics	40.9%	30.5%	20.0%	5.6%	3.7%	0.1%
Military Technologies and Applied Sciences	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Multi/Interdisciplinary Studies	62.0%	30.3%	10.1%	11.4%	6.6%	0.4%
Natural Resources and Conservation	53.8%	14.2%	7.3%	2.6%	2.3%	0.0%
Parks, Recreation, Leisure and Fitness Studies	42.7%	19.5%	2.4%	10.9%	4.7%	0.6%
Personal and Culinary Services	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Philosophy and Religious Studies	37.2%	13.0%	5.0%	1.9%	4.6%	0.4%
Physical Sciences	40.9%	21.0%	9.3%	5.4%	3.6%	0.7%
Precision Production	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Psychology	79.6%	23.8%	5.7%	9.0%	7.5%	0.3%
Public Administration and Social Service Professions	78.4%	37.6%	4.6%	19.9%	10.9%	0.3%
Science Technologies/Technicians	57.1%	14.3%	0.0%	14.3%	0.0%	0.0%
Social Sciences	55.6%	33.7%	8.8%	12.9%	9.7%	0.3%
Theology and Religious Vocations	36.8%	23.4%	4.7%	13.9%	3.8%	0.1%
Transportation and Materials Moving	14.3%	57.1%	14.3%	28.6%	14.3%	0.0%
Visual and Performing Arts	59.3%	22.6%	8.0%	6.3%	6.1%	0.3%
TOTAL ALL FIELDS	64.6%	26.6%	8.2%	10.2%	6.9%	0.2%

UTILIZATION ANALYSIS WORKSHEET
Two Factor Availability

College:	BMCC
Semester/Year:	FALL, 2016

AFFIRMATIVE ACTION UNIT: Math, Statistics and Computer Science		CONSTITUENT DEPARTMENTS: Mathematics					
EEO CATEGORY: PROFESSIONAL: NON-PROFESSORIAL - LECTURER		Job Titles: Lecturer					
JOB GROUP: NON-PROFESSORIAL - LECTURER							
FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	44.6	24.8	11.0	5.3	7.0	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: 21 No. Male: 15 No. Female: 6							
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:	# <u>6</u> % <u>28.6</u>	# <u>16</u> % <u>76.2</u>	# <u>5</u> % <u>23.8</u>	# <u>10</u> % <u>47.6</u>	# <u>1</u> % <u>4.8</u>	# <u>1</u> % <u>4.8</u>	
OVERALL AVAILABILITY:	% <u>44.6</u>	% <u>24.8</u>	% <u>11.0</u>	% <u>5.3</u>	% <u>7.0</u>	% <u>7.0</u>	
UNDERUTILIZATION:	% <u>16.0</u> # <u>3.4</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>2.2</u> # <u>0.5</u> UU <u>1</u>	% <u>2.2</u> # <u>0.5</u> UU <u>1</u>	

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

FACTOR / SOURCE SHEET - PROFESSIONAL: NON-PROFESSORIAL-LECTURER
FALL, 2016

Affirmative Action Unit: Math, Statistics and Computer Science

Constituent Departments: Mathematics

Job Group: LECTURER

Job Titles: Lecturer

<u>FACTORS</u>	<u>SOURCES</u>	<u>WEIGHTING</u>
Factor	EDC - BA. 2011-12* - 4State (CT, NJ, NY, PA) weighted at 50% and US Non-4ST weighted at 50%.	1.0

* Note: US Dept of Education's Postsecondary Studies Division indicates 2012 is the latest data available as of 7/15/2014.

Factor 1: EDC - BA. 2011 - 12* 4States (CT,NJ,NY,PA) and US Non-4ST.

Mathematics and Statistics

<u>Female</u>	<u>**Total Minority</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Individuals with Disabilities</u>
44.6	24.8	11.0	5.3	7.0	7.0

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



BACHELOR's degree conferred by Title IV participating institutions **2011-2012**

Reported data only - This listing does not include US Service Schools, Non-Resident Aliens and Unknowns are excluded from all totals. Total Minority includes: Black, Hispanic or Latino, Asian/Native Hawaiian/Other Pacific Islander, American Indian Alaska Native, and Two or More Races.
Data for 4 States = CT, NJ, NY & PA(considered as 4ST) is weighted at 50% and USn4ST is weighted at 50%.

	<u>FEMALE</u>	<u>**Total Minority</u>	<u>ASIAN/ PAC. ISL.</u>	<u>BLACK NON-HISP.</u>	<u>Hispanic or Latino</u>	<u>AM.IND./ AL.NAT.</u>
Agriculture, Agriculture Operations and Related Sciences	54.2%	15.3%	4.1%	3.8%	5.3%	0.5%
Architecture and Related Services	41.7%	31.9%	11.3%	5.9%	12.8%	0.4%
Area, Ethnic, Cultural, Gender, and Group Studies	69.9%	47.6%	11.4%	15.5%	16.1%	1.4%
Biological and Biomedical Sciences	59.3%	34.9%	17.5%	7.5%	7.8%	0.5%
Business, Management, Marketing, Support Services	47.4%	32.7%	9.2%	12.0%	9.9%	0.5%
Communication, Journalism, and Related Programs	63.6%	26.3%	4.5%	11.1%	8.8%	0.4%
Communications Technologies/Technicians Support Services	34.1%	30.4%	5.4%	11.2%	11.2%	0.5%
Computer and Information Sciences and Support Services	17.4%	33.0%	11.1%	10.7%	9.3%	0.5%
Construction Trades	5.0%	12.7%	2.5%	2.6%	6.9%	0.3%
Education	79.6%	16.3%	2.2%	6.1%	6.6%	0.5%
Engineering	19.7%	27.9%	14.1%	4.4%	7.6%	0.3%
Engineering Technologies and Engineering-related Fields	10.0%	23.5%	5.0%	9.2%	7.5%	0.8%
English Language and Literature/Letters	69.4%	24.2%	4.7%	8.0%	9.1%	0.5%
Family and Consumer Sciences/Human Sciences	89.1%	27.8%	5.3%	11.5%	9.3%	0.5%
Foreign Languages, Literatures, and Linguistics	71.7%	31.7%	5.6%	4.6%	19.3%	0.4%
Health Professions and Related Programs	84.4%	29.7%	8.4%	12.5%	7.2%	0.5%
History	41.1%	18.5%	3.6%	4.8%	8.0%	0.5%
Homeland Security, Law Enforcement, Firefighting, etc.	46.3%	39.2%	3.0%	18.5%	15.7%	0.5%
Legal Professions and Studies	68.2%	43.4%	5.8%	21.2%	14.6%	0.6%
Liberal Arts and Sciences, General Studies and Humanities	62.7%	32.6%	3.8%	15.3%	10.9%	0.9%
Library Science	93.3%	6.7%	1.1%	2.2%	3.3%	0.0%
Mathematics and Statistics	44.6%	24.8%	11.0%	5.3%	7.0%	0.3%
Mechanic and Repair Technologies/Technicians	3.0%	21.6%	4.9%	3.2%	11.9%	1.3%
Military Technologies and Applied Sciences	16.2%	30.0%	0.0%	26.2%	2.5%	1.2%
Multi/Interdisciplinary Studies	61.6%	30.6%	6.9%	10.6%	11.0%	0.6%
Natural Resources and Conservation	48.4%	14.8%	4.9%	2.4%	5.1%	0.7%
Parks, Recreation, Leisure and Fitness Studies	43.6%	20.2%	3.5%	8.5%	6.6%	0.4%
Personal and Culinary Services	53.0%	28.5%	4.5%	13.6%	8.7%	1.0%
Philosophy and Religious Studies	38.0%	23.9%	5.8%	7.5%	8.0%	0.6%
Physical Sciences	40.1%	24.4%	10.8%	5.6%	6.0%	0.5%
Precision Production	10.3%	10.3%	3.4%	3.4%	1.7%	0.0%
Psychology	77.3%	33.9%	7.0%	12.2%	12.5%	0.5%
Public Administration and Social Service Professions	82.6%	43.0%	3.6%	23.5%	13.7%	0.7%
Science Technologies/Technicians	47.4%	29.2%	8.7%	5.8%	10.8%	1.2%
Social Sciences	51.9%	34.7%	8.7%	11.8%	11.9%	0.5%
Theology and Religious Vocations	26.9%	12.2%	2.0%	5.7%	3.4%	0.3%
Transportation and Materials Moving	16.8%	36.7%	7.6%	11.0%	15.3%	0.5%
Visual and Performing Arts	61.7%	24.9%	6.6%	6.6%	9.3%	0.6%
TOTAL ALL FIELDS	57.5%	29.5%	7.7%	10.3%	9.6%	0.5%

UTILIZATION ANALYSIS WORKSHEET
Two Factor Availability

College:	BMCC
Semester/Year:	FALL, 2016

AFFIRMATIVE ACTION UNIT: Communication, Journalism, and Related Studies		CONSTITUENT DEPARTMENTS: Media Arts & Technology					
EEO CATEGORY: PROFESSIONAL: PROFESSORIAL		Job Titles: Professor Associate Professor Assistant Professor					
JOB GROUP: PROFESSORIAL							
FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	6.7	0.0	0.0	0.0	0.0	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: <u>15</u>							
No. Male: <u>7</u> No. Female: <u>8</u>							
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:		# <u>8</u> % <u>53.3</u>	# <u>3</u> % <u>20.0</u>	# <u>0</u> % <u>0.0</u>	# <u>3</u> % <u>20.0</u>	# <u>0</u> % <u>0.0</u>	# <u>0</u> % <u>0.0</u>
OVERALL AVAILABILITY:		% <u>6.7</u>	% <u>0.0</u>	% <u>0.0</u>	% <u>0.0</u>	% <u>0.0</u>	% <u>7.0</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>0.0</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>7.0</u> # <u>1.1</u> UU <u>1</u>

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

FACTOR / SOURCE SHEET - PROFESSIONAL: PROFESSORIAL

FALL, 2016

Affirmative Action Unit: Communication, Journalism, and Related

Constituent Departments: Media Arts & Technology

Job Group: Professorial

Job Titles:
Professor
Associate Professor
Assistant Professor

<u>FACTORS</u>	<u>SOURCES</u>	<u>WEIGHT</u>
Factor 1	EDC- Ph.D. 2011 - 12* - 4States (CT, NY, NJ, PA) and US Non-4ST.	1.0

* Note: US Dept of Education's Postsecondary Studies Division indicates 2012 is the latest data available as of 7/15/2014.

Factor 1: 4States (CT,NJ, NY, PA) and USNon-4ST - EDC - Ph.D. 2011 - 12*

Communications Technologies/Technicians Support Services

<u>Female</u>	<u>**Total Minority</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Individuals with Disabilities</u>
6.7	0.0	0.0	0.0	0.0	7.0

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

DOCTORATE's degree conferred by Title IV participating institutions 2011-2012

Reported data only - This listing does not include US Service Schools, Non-Resident Aliens and Unknowns are excluded from all totals. Total Minority includes: Black, Hispanic or Latino, Asian/Native Hawaiian/Other Pacific Islander, American Indian Alaska Native, and Two or More Races. Data for 4 States = CT, NJ, NY & PA(considered as 4ST) is weighted at 20% and US not 4ST is weighted at 80%.

	<u>FEMALE</u>	<u>**Total Minority</u>	<u>ASIAN/ PAC. ISL.</u>	<u>BLACK NON-HISP.</u>	<u>Hispanic or Latino</u>	<u>AM.IND./ AL.NAT.</u>
Agriculture, Agriculture Operations and Related Sciences	45.1%	17.7%	2.9%	5.7%	8.6%	0.3%
Architecture and Related Services	52.7%	25.6%	6.2%	10.6%	7.9%	0.9%
Area, Ethnic, Cultural, Gender, and Group Studies	66.1%	45.4%	12.4%	17.3%	11.2%	2.9%
Biological and Biomedical Sciences	54.6%	26.0%	13.1%	5.1%	6.1%	0.6%
Business, Management, Marketing, Support Services	44.9%	35.5%	9.7%	20.1%	4.2%	0.8%
Communication, Journalism, and Related Programs	58.2%	20.9%	6.4%	6.9%	5.3%	0.4%
Communications Technologies/Technicians Support Services	6.7%	0.0%	0.0%	0.0%	0.0%	0.0%
Computer and Information Sciences and Support Services	21.2%	27.8%	17.5%	5.8%	3.7%	0.3%
Education	67.9%	31.7%	4.0%	19.4%	6.8%	0.7%
Engineering	25.6%	27.6%	16.4%	4.7%	5.1%	0.3%
Engineering Technologies and Engineering-related Fields	58.0%	18.8%	4.7%	8.5%	1.9%	1.9%
English Language and Literature/Letters	61.1%	15.9%	3.8%	5.0%	5.5%	0.9%
Family and Consumer Sciences/Human Sciences	85.3%	23.5%	7.3%	14.0%	1.1%	0.4%
Foreign Languages, Literatures, and Linguistics	61.0%	24.6%	7.2%	2.0%	13.7%	0.3%
Health Professions and Related Programs	75.0%	24.6%	9.1%	10.1%	4.3%	0.6%
History	45.3%	17.8%	3.7%	7.7%	5.0%	0.3%
Homeland Security, Law Enforcement, Firefighting, etc.	46.2%	18.1%	1.2%	7.8%	6.5%	1.2%
Legal Professions and Studies	61.1%	38.3%	8.8%	18.1%	4.9%	3.3%
Liberal Arts and Sciences, General Studies and Humanities	56.3%	16.9%	3.4%	6.8%	2.3%	3.4%
Library Science	55.6%	19.7%	15.1%	0.0%	1.8%	0.0%
Mathematics and Statistics	26.8%	18.1%	9.4%	2.7%	4.9%	0.0%
Multi/Interdisciplinary Studies	64.0%	25.6%	6.3%	10.8%	6.5%	0.9%
Natural Resources and Conservation	48.0%	20.2%	7.1%	6.1%	4.7%	1.7%
Parks, Recreation, Leisure and Fitness Studies	43.8%	16.9%	3.2%	8.3%	4.2%	0.0%
Philosophy and Religious Studies	29.7%	16.4%	5.1%	5.4%	4.1%	0.3%
Physical Sciences	33.4%	18.5%	8.9%	3.3%	4.8%	0.3%
Psychology	73.1%	24.0%	6.6%	7.5%	8.1%	0.6%
Public Administration and Social Service Professions	64.9%	33.4%	6.1%	19.1%	7.0%	0.0%
Science Technologies/Technicians	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Social Sciences	50.9%	21.8%	7.3%	6.0%	6.9%	0.4%
Theology and Religious Vocations	25.5%	29.6%	9.0%	16.6%	3.6%	0.1%
Visual and Performing Arts	49.3%	16.6%	7.7%	3.2%	4.8%	0.2%
TOTAL ALL FIELDS PhD and PhD Other	54.9%	25.7%	8.4%	9.8%	6.0%	0.5%

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College:	BMCC
Semester/Year:	FALL, 2016

AFFIRMATIVE ACTION UNIT: English and English Literature		CONSTITUENT DEPARTMENTS: MEQC					
EEO CATEGORY: PROFESSIONAL: NON-PROFESSORIAL - LECTURER		Job Titles: Lecturer					
JOB GROUP: NON-PROFESSORIAL - LECTURER							
FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	69.4	24.2	4.7	8.0	9.1	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: <u>10</u>							
No. Male: <u>5</u> No. Female: <u>5</u>							
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:	# <u>5</u> % <u>50.0</u>	# <u>8</u> % <u>80.0</u>	# <u>0</u> % <u>0.0</u>	# <u>7</u> % <u>70.0</u>	# <u>1</u> % <u>10.0</u>	# <u>0</u> % <u>0.0</u>	
OVERALL AVAILABILITY:	% <u>69.4</u>	% <u>24.2</u>	% <u>4.7</u>	% <u>8.0</u>	% <u>9.1</u>	% <u>7.0</u>	
UNDERUTILIZATION:	% <u>19.4</u> # <u>1.9</u> UU <u>2</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>4.7</u> # <u>0.5</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>	% <u>7.0</u> # <u>0.7</u> UU <u>1</u>	

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

FACTOR / SOURCE SHEET - PROFESSIONAL: NON-PROFESSORIAL-LECTURER

FALL, 2016

Affirmative Action Unit: English and English Literature

Constituent Departments: MEOC

Job Group: LECTURER

Job Titles: Lecturer

<u>FACTORS</u>	<u>SOURCES</u>	<u>WEIGHTING</u>
Factor	EDC - BA. 2011-12* - 4State (CT, NJ, NY, PA) weighted at 50% and US Non-4ST weighted at 50%.	1.0

* Note: US Dept of Education's Postsecondary Studies Division
indicates 2012 is the latest data available as of 7/15/2014.

Factor 1: EDC - BA. 2011 - 12* 4States (CT,NJ,NY,PA) and US Non-4ST.

English Language and Literature/Letters

<u>Female</u>	<u>**Total Minority</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Individuals with Disabilities</u>
69.4	24.2	4.7	8.0	9.1	7.0

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



BACHELOR's degree conferred by Title IV participating institutions **2011-2012**

Reported data only - This listing does not include US Service Schools, Non-Resident Aliens and Unknowns are excluded from all totals. Total Minority includes: Black, Hispanic or Latino, Asian/Native Hawaii/Other Pacific Islander, American Indian Alaska Native, and Two or More Races.
Data for 4 States = CT, NJ, NY & PA(considered as 4ST) is weighted at 50% and USn4ST is weighted at 50%.

	<u>FEMALE</u>	<u>**Total Minority</u>	<u>ASIAN/ PAC. ISL.</u>	<u>BLACK NON-HISP.</u>	<u>Hispanic or Latino</u>	<u>AM.IND./ AL.NAT.</u>
Agriculture, Agriculture Operations and Related Sciences	54.2%	15.3%	4.1%	3.8%	5.3%	0.5%
Architecture and Related Services	41.7%	31.9%	11.3%	5.9%	12.8%	0.4%
Area, Ethnic, Cultural, Gender, and Group Studies	69.9%	47.6%	11.4%	15.5%	16.1%	1.4%
Biological and Biomedical Sciences	59.3%	34.9%	17.5%	7.5%	7.8%	0.5%
Business, Management, Marketing, Support Services	47.4%	32.7%	9.2%	12.0%	9.9%	0.5%
Communication, Journalism, and Related Programs	63.6%	26.3%	4.5%	11.1%	8.8%	0.4%
Communications Technologies/Technicians Support Services	34.1%	30.4%	5.4%	11.2%	11.2%	0.5%
Computer and Information Sciences and Support Services	17.4%	33.0%	11.1%	10.7%	9.3%	0.5%
Construction Trades	5.0%	12.7%	2.5%	2.6%	6.9%	0.3%
Education	79.6%	16.3%	2.2%	6.1%	6.6%	0.5%
Engineering	19.7%	27.9%	14.1%	4.4%	7.6%	0.3%
Engineering Technologies and Engineering-related Fields	10.0%	23.5%	5.0%	9.2%	7.5%	0.8%
English Language and Literature/Letters	69.4%	24.2%	4.7%	8.0%	9.1%	0.5%
Family and Consumer Sciences/Human Sciences	89.1%	27.8%	5.3%	11.5%	9.3%	0.5%
Foreign Languages, Literatures, and Linguistics	71.7%	31.7%	5.6%	4.6%	19.3%	0.4%
Health Professions and Related Programs	84.4%	29.7%	8.4%	12.5%	7.2%	0.5%
History	41.1%	18.5%	3.6%	4.8%	8.0%	0.5%
Homeland Security, Law Enforcement, Firefighting, etc.	46.3%	39.2%	3.0%	18.5%	15.7%	0.5%
Legal Professions and Studies	68.2%	43.4%	5.8%	21.2%	14.6%	0.6%
Liberal Arts and Sciences, General Studies and Humanities	62.7%	32.6%	3.8%	15.3%	10.9%	0.9%
Library Science	93.3%	6.7%	1.1%	2.2%	3.3%	0.0%
Mathematics and Statistics	44.6%	24.8%	11.0%	5.3%	7.0%	0.3%
Mechanic and Repair Technologies/Technicians	3.0%	21.6%	4.9%	3.2%	11.9%	1.3%
Military Technologies and Applied Sciences	16.2%	30.0%	0.0%	26.2%	2.5%	1.2%
Multi/Interdisciplinary Studies	61.6%	30.6%	6.9%	10.6%	11.0%	0.6%
Natural Resources and Conservation	48.4%	14.8%	4.9%	2.4%	5.1%	0.7%
Parks, Recreation, Leisure and Fitness Studies	43.6%	20.2%	3.5%	8.5%	6.6%	0.4%
Personal and Culinary Services	53.0%	28.5%	4.5%	13.6%	8.7%	1.0%
Philosophy and Religious Studies	38.0%	23.9%	5.8%	7.5%	8.0%	0.6%
Physical Sciences	40.1%	24.4%	10.8%	5.6%	6.0%	0.5%
Precision Production	10.3%	10.3%	3.4%	3.4%	1.7%	0.0%
Psychology	77.3%	33.9%	7.0%	12.2%	12.5%	0.5%
Public Administration and Social Service Professions	82.6%	43.0%	3.6%	23.5%	13.7%	0.7%
Science Technologies/Technicians	47.4%	29.2%	8.7%	5.8%	10.8%	1.2%
Social Sciences	51.9%	34.7%	8.7%	11.8%	11.9%	0.5%
Theology and Religious Vocations	26.9%	12.2%	2.0%	5.7%	3.4%	0.3%
Transportation and Materials Moving	16.8%	36.7%	7.6%	11.0%	15.3%	0.5%
Visual and Performing Arts	61.7%	24.9%	6.6%	6.6%	9.3%	0.6%
TOTAL ALL FIELDS	57.5%	29.5%	7.7%	10.3%	9.6%	0.5%

UTILIZATION ANALYSIS WORKSHEET
Two Factor Availability

College:	BMCC
Semester/Year:	FALL, 2016

AFFIRMATIVE ACTION UNIT: Foreign Languages		CONSTITUENT DEPARTMENTS: Modern Language					
EEO CATEGORY: PROFESSIONAL: PROFESSORIAL		Job Titles: Professor Associate Professor Assistant Professor					
JOB GROUP: PROFESSORIAL							
FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	61.0	24.6	7.2	2.0	13.7	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: 26 No. Male: 5 No. Female: 21							
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:	# 21 % 80.8	# 14 % 53.8	# 1 % 3.8	# 0 % 0.0	# 13 % 50.0	# 0 % 0.0	
OVERALL AVAILABILITY:	% 61.0	% 24.6	% 7.2	% 2.0	% 13.7	% 7.0	
UNDERUTILIZATION:	% NONE # 0.0 UU 0	% NONE # 0.0 UU 0	% 3.4 # 0.9 UU 1	% 2.0 # 0.5 UU 1	% NONE # 0.0 UU 0	% 7.0 # 1.8 UU 2	

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

FACTOR / SOURCE SHEET - **PROFESSIONAL: PROFESSORIAL**

FALL, 2016

Affirmative Action Unit: Foreign Languages

Constituent Departments: Modern Language

Job Group: Professorial

Job Titles:
Professor
Associate Professor
Assistant Professor

<u>FACTORS</u>	<u>SOURCES</u>	<u>WEIGHT</u>
Factor 1	EDC- Ph.D. 2011 - 12* - 4States (CT, NY, NJ, PA) and US Non-4ST.	1.0

* Note: US Dept of Education's Postsecondary Studies Division indicates 2012 is the latest data available as of 7/15/2014.

Factor 1: 4States (CT,NJ, NY, PA) and USNon-4ST - EDC - Ph.D. 2011 - 12*

Foreign Languages, Literatures, and Linguistics

<u>Female</u>	<u>**Total Minority</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Individuals with Disabilities</u>
61.0	24.6	7.2	2.0	13.7	7.0

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

DOCTORATE's degree conferred by Title IV participating institutions **2011-2012**

* Reported data only - This listing does not include US Service Schools, Non-Resident Aliens and Unknowns are excluded from all totals. Total Minority includes: Black, Hispanic or Latino, Asian/Native Hawaiian/Other Pacific Islander, American Indian Alaska Native, and Two or More Races. Data for 4 States = CT, NJ, NY & PA(considered as 4ST) is weighted at 20% and US not 4ST is weighted at 80%.

	<u>FEMALE</u>	<u>**Total Minority</u>	<u>ASIAN/ PAC. ISL.</u>	<u>BLACK NON-HISP.</u>	<u>Hispanic or Latino</u>	<u>AM.IND./ AL.NAT.</u>
Agriculture, Agriculture Operations and Related Sciences	45.1%	17.7%	2.9%	5.7%	8.6%	0.3%
Architecture and Related Services	52.7%	25.6%	6.2%	10.6%	7.9%	0.9%
Area, Ethnic, Cultural, Gender, and Group Studies	66.1%	45.4%	12.4%	17.3%	11.2%	2.9%
Biological and Biomedical Sciences	54.6%	26.0%	13.1%	5.1%	6.1%	0.6%
Business, Management, Marketing, Support Services	44.9%	35.5%	9.7%	20.1%	4.2%	0.8%
Communication, Journalism, and Related Programs	58.2%	20.9%	6.4%	6.9%	5.3%	0.4%
Communications Technologies/Technicians Support Services	6.7%	0.0%	0.0%	0.0%	0.0%	0.0%
Computer and Information Sciences and Support Services	21.2%	27.8%	17.5%	5.8%	3.7%	0.3%
Education	67.9%	31.7%	4.0%	19.4%	6.8%	0.7%
Engineering	25.6%	27.6%	16.4%	4.7%	5.1%	0.3%
Engineering Technologies and Engineering-related Fields	58.0%	18.8%	4.7%	8.5%	1.9%	1.9%
English Language and Literature/Letters	61.1%	15.9%	3.8%	5.0%	5.5%	0.9%
Family and Consumer Sciences/Human Sciences	85.3%	23.5%	7.3%	14.0%	1.1%	0.4%
Foreign Languages, Literatures, and Linguistics	61.0%	24.6%	7.2%	2.0%	13.7%	0.3%
Health Professions and Related Programs	75.0%	24.6%	9.1%	10.1%	4.3%	0.6%
History	45.3%	17.8%	3.7%	7.7%	5.0%	0.3%
Homeland Security, Law Enforcement, Firefighting, etc.	46.2%	18.1%	1.2%	7.8%	6.5%	1.2%
Legal Professions and Studies	61.1%	38.3%	8.8%	18.1%	4.9%	3.3%
Liberal Arts and Sciences, General Studies and Humanities	56.3%	16.9%	3.4%	6.8%	2.3%	3.4%
Library Science	55.6%	19.7%	15.1%	0.0%	1.8%	0.0%
Mathematics and Statistics	26.8%	18.1%	9.4%	2.7%	4.9%	0.0%
Multi/Interdisciplinary Studies	64.0%	25.6%	6.3%	10.8%	6.5%	0.9%
Natural Resources and Conservation	48.0%	20.2%	7.1%	6.1%	4.7%	1.7%
Parks, Recreation, Leisure and Fitness Studies	43.8%	16.9%	3.2%	8.3%	4.2%	0.0%
Philosophy and Religious Studies	29.7%	16.4%	5.1%	5.4%	4.1%	0.3%
Physical Sciences	33.4%	18.5%	8.9%	3.3%	4.8%	0.3%
Psychology	73.1%	24.0%	6.6%	7.5%	8.1%	0.6%
Public Administration and Social Service Professions	64.9%	33.4%	6.1%	19.1%	7.0%	0.0%
Science Technologies/Technicians	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Social Sciences	50.9%	21.8%	7.3%	6.0%	6.9%	0.4%
Theology and Religious Vocations	25.5%	29.6%	9.0%	16.6%	3.6%	0.1%
Visual and Performing Arts	49.3%	16.6%	7.7%	3.2%	4.8%	0.2%
TOTAL ALL FIELDS PhD and PhD Other	54.9%	25.7%	8.4%	9.8%	6.0%	0.5%

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College:	BMCC
Semester/Year:	FALL, 2016

AFFIRMATIVE ACTION UNIT: Visual and Performing Arts		CONSTITUENT DEPARTMENTS: Music and Art					
EEO CATEGORY: PROFESSIONAL: PROFESSORIAL		Job Titles: Professor Associate Professor Assistant Professor					
JOB GROUP: PROFESSORIAL							
FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	49.3	16.6	7.7	3.2	4.8	
2. % of Minorities/Females promotable, transferable, or trainable.							
GROUP TOTAL NO.: 23 No. Male: 10 No. Female: 13							
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:	#	13	# 5	# 2	# 2	# 1	# 0
	%	56.5	% 21.7	% 8.7	% 8.7	% 4.3	% 0.0
OVERALL AVAILABILITY:	%	49.3	% 16.6	% 7.7	% 3.2	% 4.8	% 7.0
UNDERUTILIZATION:	%	NONE	% NONE	% NONE	% NONE	% 0.5	% 7.0
	#	0.0	# 0.0	# 0.0	# 0.0	# 0.1	# 1.6
	UU	0	UU 0	UU 0	UU 0	UU 0	UU 2

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

FACTOR / SOURCE SHEET - PROFESSIONAL: PROFESSORIAL

FALL, 2016

Affirmative Action Unit: Visual and Performing Arts

Constituent Departments: Music and Art

Job Group: Professorial

Job Titles: Professor
Associate Professor
Assistant Professor

<u>FACTORS</u>	<u>SOURCES</u>	<u>WEIGHT</u>
Factor 1	EDC- Ph.D. 2011 - 12* - 4States (CT, NY, NJ, PA) and US Non-4ST.	1.0

* Note: US Dept of Education's Postsecondary Studies Division indicates 2012 is the latest data available as of 7/15/2014.

Factor 1: 4States (CT,NJ, NY, PA) and USNon-4ST - EDC - Ph.D. 2011 - 12*

Visual and Performing Arts

<u>Female</u>	<u>**Total Minority</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Individuals with Disabilities</u>
49.3	16.6	7.7	3.2	4.8	7.0

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

DOCTORATE's degree conferred by Title IV participating institutions **2011-2012**

Reported data only - This listing does not include US Service Schools, Non-Resident Aliens and Unknowns are excluded from all totals. Total Minority includes: Black, Hispanic or Latino, Asian/Native Hawaiian/Other Pacific Islander, American Indian Alaska Native, and Two or More Races. Data for 4 States = CT, NJ, NY & PA(considered as 4ST) is weighted at 20% and US not 4ST is weighted at 80%.

	<u>FEMALE</u>	<u>**Total Minority</u>	<u>ASIAN/ PAC. ISL.</u>	<u>BLACK NON-HISP.</u>	<u>Hispanic or Latino</u>	<u>AM.IND./ AL.NAT.</u>
Agriculture, Agriculture Operations and Related Sciences	45.1%	17.7%	2.9%	5.7%	8.6%	0.3%
Architecture and Related Services	52.7%	25.6%	6.2%	10.6%	7.9%	0.9%
Area, Ethnic, Cultural, Gender, and Group Studies	66.1%	45.4%	12.4%	17.3%	11.2%	2.9%
Biological and Biomedical Sciences	54.6%	26.0%	13.1%	5.1%	6.1%	0.6%
Business, Management, Marketing, Support Services	44.9%	35.5%	9.7%	20.1%	4.2%	0.8%
Communication, Journalism, and Related Programs	58.2%	20.9%	6.4%	6.9%	5.3%	0.4%
Communications Technologies/Technicians Support Services	6.7%	0.0%	0.0%	0.0%	0.0%	0.0%
Computer and Information Sciences and Support Services	21.2%	27.8%	17.5%	5.8%	3.7%	0.3%
Education	67.9%	31.7%	4.0%	19.4%	6.8%	0.7%
Engineering	25.6%	27.6%	16.4%	4.7%	5.1%	0.3%
Engineering Technologies and Engineering-related Fields	58.0%	18.8%	4.7%	8.5%	1.9%	1.9%
English Language and Literature/Letters	61.1%	15.9%	3.8%	5.0%	5.5%	0.9%
Family and Consumer Sciences/Human Sciences	85.3%	23.5%	7.3%	14.0%	1.1%	0.4%
Foreign Languages, Literatures, and Linguistics	61.0%	24.6%	7.2%	2.0%	13.7%	0.3%
Health Professions and Related Programs	75.0%	24.6%	9.1%	10.1%	4.3%	0.6%
History	45.3%	17.8%	3.7%	7.7%	5.0%	0.3%
Homeland Security, Law Enforcement, Firefighting, etc.	46.2%	18.1%	1.2%	7.8%	6.5%	1.2%
Legal Professions and Studies	61.1%	38.3%	8.8%	18.1%	4.9%	3.3%
Liberal Arts and Sciences, General Studies and Humanities	56.3%	16.9%	3.4%	6.8%	2.3%	3.4%
Library Science	55.6%	19.7%	15.1%	0.0%	1.8%	0.0%
Mathematics and Statistics	26.8%	18.1%	9.4%	2.7%	4.9%	0.0%
Multi/Interdisciplinary Studies	64.0%	25.6%	6.3%	10.8%	6.5%	0.9%
Natural Resources and Conservation	48.0%	20.2%	7.1%	6.1%	4.7%	1.7%
Parks, Recreation, Leisure and Fitness Studies	43.8%	16.9%	3.2%	8.3%	4.2%	0.0%
Philosophy and Religious Studies	29.7%	16.4%	5.1%	5.4%	4.1%	0.3%
Physical Sciences	33.4%	18.5%	8.9%	3.3%	4.8%	0.3%
Psychology	73.1%	24.0%	6.6%	7.5%	8.1%	0.6%
Public Administration and Social Service Professions	64.9%	33.4%	6.1%	19.1%	7.0%	0.0%
Science Technologies/Technicians	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Social Sciences	50.9%	21.8%	7.3%	6.0%	6.9%	0.4%
Theology and Religious Vocations	25.5%	29.6%	9.0%	16.6%	3.6%	0.1%
Visual and Performing Arts	49.3%	16.6%	7.7%	3.2%	4.8%	0.2%
TOTAL ALL FIELDS PhD and PhD Other	54.9%	25.7%	8.4%	9.8%	6.0%	0.5%

UTILIZATION ANALYSIS WORKSHEET
Two Factor Availability

College:	BMCC
Semester/Year:	FALL, 2016

AFFIRMATIVE ACTION UNIT: Health Professions		CONSTITUENT DEPARTMENTS: Nursing					
EEO CATEGORY: PROFESSIONAL: PROFESSORIAL		Job Titles: Professor Associate Professor Assistant Professor					
JOB GROUP: PROFESSORIAL							
FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	75.0	24.6	9.1	10.1	4.2	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: <u>21</u> No. Male: <u>2</u> No. Female: <u>19</u>							
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:		# <u>19</u> % <u>90.5</u>	# <u>15</u> % <u>71.4</u>	# <u>3</u> % <u>14.3</u>	# <u>10</u> % <u>47.6</u>	# <u>2</u> % <u>9.5</u>	# <u>0</u> % <u>0.0</u>
OVERALL AVAILABILITY:		% <u>75.0</u>	% <u>24.6</u>	% <u>9.1</u>	% <u>10.1</u>	% <u>4.2</u>	% <u>7.0</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>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>7.0</u> # <u>1.5</u> UU <u>2</u>

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

FACTOR / SOURCE SHEET - **PROFESSIONAL: PROFESSORIAL**

FALL, 2016

Affirmative Action Unit: Health Professions

Constituent Departments: Nursing

Job Group: Professorial

Job Titles:
Professor
Associate Professor
Assistant Professor

<u>FACTORS</u>	<u>SOURCES</u>	<u>WEIGHT</u>
Factor 1	EDC- Ph.D. 2011 - 12* - 4States (CT, NY, NJ, PA) and US Non-4ST.	1.0

* Note: US Dept of Education's Postsecondary Studies Division indicates 2012 is the latest data available as of 7/15/2014.

Factor 1: 4States (CT,NJ, NY, PA) and USNon-4ST - EDC - Ph.D. 2011 - 12*

Health Professions and Related Programs

<u>Female</u>	<u>**Total Minority</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Individuals with Disabilities</u>
75.0	24.6	9.1	10.1	4.2	7.0

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

DOCTORATE's degree conferred by Title IV participating institutions 2011-2012

Reported data only - This listing does not include US Service Schools, Non-Resident Aliens and Unknowns are excluded from all totals. Total Minority includes: Black, Hispanic or Latino, Asian/Native Hawaiian/Other Pacific Islander, American Indian Alaska Native, and Two or More Races. Data for 4 States = CT, NJ, NY & PA(considered as 4ST) is weighted at 20% and US not 4ST is weighted at 80%.

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UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College:	BMCC
Semester/Year:	FALL, 2016

AFFIRMATIVE ACTION UNIT: Physical Sciences		CONSTITUENT DEPARTMENTS: Science					
EEO CATEGORY: PROFESSIONAL: PROFESSORIAL		Job Titles: Professor Associate Professor Assistant Professor					
JOB GROUP: PROFESSORIAL							
FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	33.4	18.5	8.9	3.3	4.8	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: <u>55</u> No. Male: <u>34</u> No. Female: <u>21</u>							
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:	# <u>21</u> % <u>38.2</u>	# <u>21</u> % <u>38.2</u>	# <u>11</u> % <u>20.0</u>	# <u>0</u> % <u>0.0</u>	# <u>8</u> % <u>14.5</u>	# <u>1</u> % <u>1.8</u>	
OVERALL AVAILABILITY:	% <u>33.4</u>	% <u>18.5</u>	% <u>8.9</u>	% <u>3.3</u>	% <u>4.8</u>	% <u>7.0</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>3.3</u> # <u>1.8</u> UU <u>2</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>5.2</u> # <u>2.9</u> UU <u>3</u>	

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

FACTOR / SOURCE SHEET - **PROFESSIONAL: PROFESSORIAL**

FALL, 2016

Affirmative Action Unit: Physical Sciences

Constituent Departments: Science

Job Group: Professorial

Job Titles:
Professor
Associate Professor
Assistant Professor

<u>FACTORS</u>	<u>SOURCES</u>	<u>WEIGHT</u>
Factor 1	EDC- Ph.D. 2011 - 12* - 4States (CT, NY, NJ, PA) and US Non-4ST.	1.0

* Note: US Dept of Education's Postsecondary Studies Division indicates 2012 is the latest data available as of 7/15/2014.

Factor 1: 4States (CT,NJ, NY, PA) and USNon-4ST - EDC - Ph.D. 2011 - 12*

Physical Sciences

<u>Female</u>	<u>**Total Minority</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Individuals with Disabilities</u>
33.4	18.5	8.9	3.3	4.8	7.0

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

DOCTORATE's degree conferred by Title IV participating institutions **2011-2012**

Reported data only - This listing does not include US Service Schools, Non-Resident Aliens and Unknowns are excluded from all totals. Total Minority includes: Black, Hispanic or Latino, Asian/Native Hawaiian/Other Pacific Islander, American Indian Alaska Native, and Two or More Races. Data for 4 States = CT, NJ, NY & PA(considered as 4ST) is weighted at 20% and US not 4ST is weighted at 80%.

	<u>FEMALE</u>	<u>**Total Minority</u>	<u>ASIAN/ PAC. ISL.</u>	<u>BLACK NON-HISP.</u>	<u>Hispanic or Latino</u>	<u>AM.IND./ AL.NAT.</u>
Agriculture, Agriculture Operations and Related Sciences	45.1%	17.7%	2.9%	5.7%	8.6%	0.3%
Architecture and Related Services	52.7%	25.6%	6.2%	10.6%	7.9%	0.9%
Area, Ethnic, Cultural, Gender, and Group Studies	66.1%	45.4%	12.4%	17.3%	11.2%	2.9%
Biological and Biomedical Sciences	54.6%	26.0%	13.1%	5.1%	6.1%	0.6%
Business, Management, Marketing, Support Services	44.9%	35.5%	9.7%	20.1%	4.2%	0.8%
Communication, Journalism, and Related Programs	58.2%	20.9%	6.4%	6.9%	5.3%	0.4%
Communications Technologies/Technicians Support Services	6.7%	0.0%	0.0%	0.0%	0.0%	0.0%
Computer and Information Sciences and Support Services	21.2%	27.8%	17.5%	5.8%	3.7%	0.3%
Education	67.9%	31.7%	4.0%	19.4%	6.8%	0.7%
Engineering	25.6%	27.6%	16.4%	4.7%	5.1%	0.3%
Engineering Technologies and Engineering-related Fields	58.0%	18.8%	4.7%	8.5%	1.9%	1.9%
English Language and Literature/Letters	61.1%	15.9%	3.8%	5.0%	5.5%	0.9%
Family and Consumer Sciences/Human Sciences	85.3%	23.5%	7.3%	14.0%	1.1%	0.4%
Foreign Languages, Literatures, and Linguistics	61.0%	24.6%	7.2%	2.0%	13.7%	0.3%
Health Professions and Related Programs	75.0%	24.6%	9.1%	10.1%	4.3%	0.6%
History	45.3%	17.8%	3.7%	7.7%	5.0%	0.3%
Homeland Security, Law Enforcement, Firefighting, etc.	46.2%	18.1%	1.2%	7.8%	6.5%	1.2%
Legal Professions and Studies	61.1%	38.3%	8.8%	18.1%	4.9%	3.3%
Liberal Arts and Sciences, General Studies and Humanities	56.3%	16.9%	3.4%	6.8%	2.3%	3.4%
Library Science	55.6%	19.7%	15.1%	0.0%	1.8%	0.0%
Mathematics and Statistics	26.8%	18.1%	9.4%	2.7%	4.9%	0.0%
Multi/Interdisciplinary Studies	64.0%	25.6%	6.3%	10.8%	6.5%	0.9%
Natural Resources and Conservation	48.0%	20.2%	7.1%	6.1%	4.7%	1.7%
Parks, Recreation, Leisure and Fitness Studies	43.8%	16.9%	3.2%	8.3%	4.2%	0.0%
Philosophy and Religious Studies	29.7%	16.4%	5.1%	5.4%	4.1%	0.3%
Physical Sciences	33.4%	18.5%	8.9%	3.3%	4.8%	0.3%
Psychology	73.1%	24.0%	6.6%	7.5%	8.1%	0.6%
Public Administration and Social Service Professions	64.9%	33.4%	6.1%	19.1%	7.0%	0.0%
Science Technologies/Technicians	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Social Sciences	50.9%	21.8%	7.3%	6.0%	6.9%	0.4%
Theology and Religious Vocations	25.5%	29.6%	9.0%	16.6%	3.6%	0.1%
Visual and Performing Arts	49.3%	16.6%	7.7%	3.2%	4.8%	0.2%
TOTAL ALL FIELDS PhD and PhD Other	54.9%	25.7%	8.4%	9.8%	6.0%	0.5%

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College:	BMCC
Semester/Year:	FALL, 2016

AFFIRMATIVE ACTION UNIT: Social Science		CONSTITUENT DEPARTMENTS: Social Science					
EEO CATEGORY: PROFESSIONAL: PROFESSORIAL		Job Titles: Professor Associate Professor Assistant Professor					
JOB GROUP: PROFESSORIAL							
FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	50.9	21.8	7.3	6.0	6.9	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: <u>73</u> No. Male: <u>30</u> No. Female: <u>43</u>							
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:	# <u>43</u> % <u>58.9</u>	# <u>38</u> % <u>52.1</u>	# <u>11</u> % <u>15.1</u>	# <u>14</u> % <u>19.2</u>	# <u>13</u> % <u>17.8</u>	# <u>1</u> % <u>1.4</u>	
OVERALL AVAILABILITY:	% <u>50.9</u>	% <u>21.8</u>	% <u>7.3</u>	% <u>6.0</u>	% <u>6.9</u>	% <u>7.0</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>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>5.6</u> # <u>4.1</u> UU <u>4</u>	

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

FACTOR / SOURCE SHEET - **PROFESSIONAL: PROFESSORIAL**

FALL, 2016

Affirmative Action Unit: Social Science

Constituent Departments: Social Science

Job Group: Professorial

Job Titles:
Professor
Associate Professor
Assistant Professor

<u>FACTORS</u>	<u>SOURCES</u>	<u>WEIGHT</u>
Factor 1	EDC- Ph.D. 2011 - 12* - 4States (CT, NY, NJ, PA) and US Non-4ST.	1.0

* Note: US Dept of Education's Postsecondary Studies Division indicates 2012 is the latest data available as of 7/15/2014.

Factor 1: 4States (CT,NJ, NY, PA) and USNon-4ST - EDC - Ph.D. 2011 - 12*

Social Sciences

<u>Female</u>	<u>**Total Minority</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Individuals with Disabilities</u>
50.9	21.8	7.3	6.0	6.9	7.0

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

DOCTORATE's degree conferred by Title IV participating institutions 2011-2012

Reported data only - This listing does not include US Service Schools, Non-Resident Aliens and Unknowns are excluded from all totals. Total Minority includes: Black, Hispanic or Latino, Asian/Native Hawaii/Other Pacific Islander, American Indian Alaska Native, and Two or More Races. Data for 4 States = CT, NJ, NY & PA(considered as 4ST) is weighted at 20% and US not 4ST is weighted at 80%.

	<u>FEMALE</u>	<u>**Total Minority</u>	<u>ASIAN/ PAC. ISL.</u>	<u>BLACK NON-HISP.</u>	<u>Hispanic or Latino</u>	<u>AM.IND./ AL.NAT.</u>
Agriculture, Agriculture Operations and Related Sciences	45.1%	17.7%	2.9%	5.7%	8.6%	0.3%
Architecture and Related Services	52.7%	25.6%	6.2%	10.6%	7.9%	0.9%
Area, Ethnic, Cultural, Gender, and Group Studies	66.1%	45.4%	12.4%	17.3%	11.2%	2.9%
Biological and Biomedical Sciences	54.6%	26.0%	13.1%	5.1%	6.1%	0.6%
Business, Management, Marketing, Support Services	44.9%	35.5%	9.7%	20.1%	4.2%	0.8%
Communication, Journalism, and Related Programs	58.2%	20.9%	6.4%	6.9%	5.3%	0.4%
Communications Technologies/Technicians Support Services	6.7%	0.0%	0.0%	0.0%	0.0%	0.0%
Computer and Information Sciences and Support Services	21.2%	27.8%	17.5%	5.8%	3.7%	0.3%
Education	67.9%	31.7%	4.0%	19.4%	6.8%	0.7%
Engineering	25.6%	27.6%	16.4%	4.7%	5.1%	0.3%
Engineering Technologies and Engineering-related Fields	58.0%	18.8%	4.7%	8.5%	1.9%	1.9%
English Language and Literature/Letters	61.1%	15.9%	3.8%	5.0%	5.5%	0.9%
Family and Consumer Sciences/Human Sciences	85.3%	23.5%	7.3%	14.0%	1.1%	0.4%
Foreign Languages, Literatures, and Linguistics	61.0%	24.6%	7.2%	2.0%	13.7%	0.3%
Health Professions and Related Programs	75.0%	24.6%	9.1%	10.1%	4.3%	0.6%
History	45.3%	17.8%	3.7%	7.7%	5.0%	0.3%
Homeland Security, Law Enforcement, Firefighting, etc.	46.2%	18.1%	1.2%	7.8%	6.5%	1.2%
Legal Professions and Studies	61.1%	38.3%	8.8%	18.1%	4.9%	3.3%
Liberal Arts and Sciences, General Studies and Humanities	56.3%	16.9%	3.4%	6.8%	2.3%	3.4%
Library Science	55.6%	19.7%	15.1%	0.0%	1.8%	0.0%
Mathematics and Statistics	26.8%	18.1%	9.4%	2.7%	4.9%	0.0%
Multi/Interdisciplinary Studies	64.0%	25.6%	6.3%	10.8%	6.5%	0.9%
Natural Resources and Conservation	48.0%	20.2%	7.1%	6.1%	4.7%	1.7%
Parks, Recreation, Leisure and Fitness Studies	43.8%	16.9%	3.2%	8.3%	4.2%	0.0%
Philosophy and Religious Studies	29.7%	16.4%	5.1%	5.4%	4.1%	0.3%
Physical Sciences	33.4%	18.5%	8.9%	3.3%	4.8%	0.3%
Psychology	73.1%	24.0%	6.6%	7.5%	8.1%	0.6%
Public Administration and Social Service Professions	64.9%	33.4%	6.1%	19.1%	7.0%	0.0%
Science Technologies/Technicians	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Social Sciences	50.9%	21.8%	7.3%	6.0%	6.9%	0.4%
Theology and Religious Vocations	25.5%	29.6%	9.0%	16.6%	3.6%	0.1%
Visual and Performing Arts	49.3%	16.6%	7.7%	3.2%	4.8%	0.2%
TOTAL ALL FIELDS PhD and PhD Other	54.9%	25.7%	8.4%	9.8%	6.0%	0.5%

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **BMCC**

Semester/Year: **FALL 2016**

AFFIRMATIVE ACTION UNIT: Social Science		CONSTITUENT DEPARTMENTS Social Science					
EEO CATEGORY: PROFESSIONAL: NON-PROFESSORIAL - INSTRUCTOR		Job Titles: Instructor					
JOB GROUP: NON-PROFESSORIAL - INSTRUCTOR							
FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	55.6	33.7	8.8	12.9	9.7	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: <u>8</u> No. Male: <u>5</u> No. Female: <u>3</u>							
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:		# <u>3</u> % <u>37.5</u>	# <u>6</u> % <u>75.0</u>	# <u>1</u> % <u>12.5</u>	# <u>1</u> % <u>12.5</u>	# <u>4</u> % <u>50.0</u>	# <u>0</u> % <u>0.0</u>
OVERALL AVAILABILITY:		% <u>55.6</u>	% <u>33.7</u>	% <u>8.8</u>	% <u>12.9</u>	% <u>9.7</u>	% <u>7.0</u>
UNDERUTILIZATION:		% <u>18.1</u> # <u>1.4</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>	% <u>0.4</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>7.0</u> # <u>0.6</u> UU <u>1</u>

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

FACTOR / SOURCE SHEET - PROFESSIONAL: NON-PROFESSORIAL-INSTRUCTOR**FALL 2016****Affirmative Action Unit:** Social Science**Constituent Departments:** Social Science**Job Group:** NON-PROFESSORIAL - INSTRUCTOR**Job Titles:** Instructor**FACTOR SOURCES**

Factor 1 EDC - MA. 2011 - 12* - 4States (CT, NJ, NY, PA)

WEIGHTING

1.0

* Note: US Dept of Education's Postsecondary Studies Division indicates 2012 is the latest data available as of 7/15/2014.

Factor 1: 4States EDC - MA. 2011 - 12*

Social Sciences

<u>Female</u>	<u>**Total Minority</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Individuals with Disabilities</u>
55.6	33.7	8.8	12.9	9.7	7.0

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

MASTER's degree conferred by Title IV participating institutions 2011-2012

Reported data only - This listing does not include US Service Schools, Non-Resident Aliens and Unknowns are excluded from all totals. Total Minority includes: Black, Hispanic or Latino, Asian/Native Hawaiian/Other Pacific Islander, American Indian Alaska Native, and Two or More Races. Data for 4 States = CT, NJ, NY & PA(considered as 4ST) is weighted at 100%.

	FEMALE	**Total Minority	ASIAN/ PAC. ISL.	BLACK NON-HISP.	Hispanic or Latino	AM.IND./ AL.NAT.
Agriculture, Agriculture Operations and Related Sciences	57.5%	25.0%	10.0%	1.2%	12.5%	0.0%
Architecture and Related Services	48.0%	27.6%	12.4%	4.9%	8.9%	0.1%
Area, Ethnic, Cultural, Gender, and Group Studies	64.5%	37.2%	6.4%	14.5%	13.1%	0.0%
Biological and Biomedical Sciences	58.6%	31.9%	18.4%	6.5%	4.6%	0.4%
Business, Management, Marketing, Support Services	44.8%	33.6%	13.7%	12.0%	6.6%	0.2%
Communication, Journalism, and Related Programs	67.7%	32.1%	6.2%	13.2%	8.5%	0.4%
Communications Technologies/Technicians Support Services	55.4%	53.6%	3.6%	25.0%	23.2%	0.0%
Computer and Information Sciences and Support Services	26.9%	38.1%	19.9%	9.7%	6.9%	0.2%
Construction Trades	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Education	77.6%	18.7%	3.4%	7.8%	6.6%	0.2%
Engineering	20.8%	33.1%	20.7%	5.4%	5.5%	0.2%
Engineering Technologies and Engineering-related Fields	28.6%	34.0%	13.0%	11.0%	8.8%	0.7%
English Language and Literature/Letters	65.3%	18.7%	5.2%	6.8%	4.8%	0.3%
Family and Consumer Sciences/Human Sciences	84.1%	25.7%	10.2%	7.2%	7.5%	0.0%
Foreign Languages, Literatures, and Linguistics	67.4%	31.4%	5.1%	2.9%	22.2%	0.4%
Health Professions and Related Programs	83.2%	28.4%	10.0%	11.8%	5.5%	0.2%
History	46.9%	14.1%	2.8%	4.0%	4.5%	0.5%
Homeland Security, Law Enforcement, Firefighting, etc.	59.0%	29.5%	3.3%	14.1%	11.4%	0.2%
Legal Professions and Studies	51.2%	35.4%	10.2%	13.4%	9.8%	1.2%
Liberal Arts and Sciences, General Studies and Humanities	60.6%	22.1%	3.3%	10.2%	6.9%	0.1%
Library Science	79.0%	13.5%	3.4%	4.5%	4.7%	0.2%
Mathematics and Statistics	40.9%	30.5%	20.0%	5.6%	3.7%	0.1%
Military Technologies and Applied Sciences	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Multi/Interdisciplinary Studies	62.0%	30.3%	10.1%	11.4%	6.6%	0.4%
Natural Resources and Conservation	53.8%	14.2%	7.3%	2.6%	2.3%	0.0%
Parks, Recreation, Leisure and Fitness Studies	42.7%	19.5%	2.4%	10.9%	4.7%	0.6%
Personal and Culinary Services	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Philosophy and Religious Studies	37.2%	13.0%	5.0%	1.9%	4.6%	0.4%
Physical Sciences	40.9%	21.0%	9.3%	5.4%	3.6%	0.7%
Precision Production	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Psychology	79.6%	23.8%	5.7%	9.0%	7.5%	0.3%
Public Administration and Social Service Professions	78.4%	37.6%	4.6%	19.9%	10.9%	0.3%
Science Technologies/Technicians	57.1%	14.3%	0.0%	14.3%	0.0%	0.0%
Social Sciences	55.6%	33.7%	8.8%	12.9%	9.7%	0.3%
Theology and Religious Vocations	36.8%	23.4%	4.7%	13.9%	3.8%	0.1%
Transportation and Materials Moving	14.3%	57.1%	14.3%	28.6%	14.3%	0.0%
Visual and Performing Arts	59.3%	22.6%	8.0%	6.3%	6.1%	0.3%
TOTAL ALL FIELDS	64.6%	26.6%	8.2%	10.2%	6.9%	0.2%

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College:	BMCC
Semester/Year:	FALL, 2016

AFFIRMATIVE ACTION UNIT: Communication, Journalism & Related Programs /Visual and Performing Arts		CONSTITUENT DEPARTMENTS: Speech, Communication and Theatre Arts					
EEO CATEGORY: PROFESSIONAL: PROFESSORIAL		Job Titles: Professor Associate Professor Assistant Professor					
JOB GROUP: PROFESSORIAL							
FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	58.2	20.9	6.4	6.9	5.3	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: <u>22</u>							
No. Male: <u>6</u> No. Female: <u>16</u>							
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:		# <u>16</u> % <u>72.7</u>	# <u>4</u> % <u>18.2</u>	# <u>1</u> % <u>4.5</u>	# <u>1</u> % <u>4.5</u>	# <u>2</u> % <u>9.1</u>	# <u>0</u> % <u>0.0</u>
OVERALL AVAILABILITY:		% <u>58.2</u>	% <u>20.9</u>	% <u>6.4</u>	% <u>6.9</u>	% <u>5.3</u>	% <u>7.0</u>
UNDERUTILIZATION:		% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>2.7</u> # <u>0.6</u> UU <u>1</u>	% <u>1.9</u> # <u>0.4</u> UU <u>0</u>	% <u>2.4</u> # <u>0.5</u> UU <u>1</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>7.0</u> # <u>1.5</u> UU <u>2</u>

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

FACTOR / SOURCE SHEET - **PROFESSIONAL: PROFESSORIAL**

FALL, 2016

Affirmative Action Unit: Communication, Journalism & Related I
/Visual and Performing Arts

Constituent Departments: Speech, Communication and Theatre Arts

Job Group: Professorial

Job Titles: Professor
Associate Professor
Assistant Professor

<u>FACTORS</u>	<u>SOURCES</u>	<u>WEIGHT</u>
Factor 1	EDC- Ph.D. 2011 - 12* - 4States (CT, NY, NJ, PA) and US Non-4ST.	1.0

* Note: US Dept of Education's Postsecondary Studies Division indicates 2012 is the latest data available as of 7/15/2014.

Factor 1: 4States (CT,NJ, NY, PA) and USNon-4ST - EDC - Ph.D. 2011 - 12*

Communication, Journalism, and Related Programs

<u>Female</u>	<u>**Total Minority</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Individuals with Disabilities</u>
58.2	20.9	6.4	6.9	5.3	7.0

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

DOCTORATE's degree conferred by Title IV participating institutions 2011-2012

Reported data only - This listing does not include US Service Schools, Non-Resident Aliens and Unknowns are excluded from all totals. Total Minority includes: Black, Hispanic or Latino, Asian/Native Hawaiian/Other Pacific Islander, American Indian Alaska Native, and Two or More Races. Data for 4 States = CT, NJ, NY & PA(considered as 4ST) is weighted at 20% and US not 4ST is weighted at 80%.

	<u>FEMALE</u>	<u>**Total Minority</u>	<u>ASIAN/ PAC. ISL.</u>	<u>BLACK NON-HISP.</u>	<u>Hispanic or Latino</u>	<u>AM.IND./ AL.NAT.</u>
Agriculture, Agriculture Operations and Related Sciences	45.1%	17.7%	2.9%	5.7%	8.6%	0.3%
Architecture and Related Services	52.7%	25.6%	6.2%	10.6%	7.9%	0.9%
Area, Ethnic, Cultural, Gender, and Group Studies	66.1%	45.4%	12.4%	17.3%	11.2%	2.9%
Biological and Biomedical Sciences	54.6%	26.0%	13.1%	5.1%	6.1%	0.6%
Business, Management, Marketing, Support Services	44.9%	35.5%	9.7%	20.1%	4.2%	0.8%
Communication, Journalism, and Related Programs	58.2%	20.9%	6.4%	6.9%	5.3%	0.4%
Communications Technologies/Technicians Support Services	6.7%	0.0%	0.0%	0.0%	0.0%	0.0%
Computer and Information Sciences and Support Services	21.2%	27.8%	17.5%	5.8%	3.7%	0.3%
Education	67.9%	31.7%	4.0%	19.4%	6.8%	0.7%
Engineering	25.6%	27.6%	16.4%	4.7%	5.1%	0.3%
Engineering Technologies and Engineering-related Fields	58.0%	18.8%	4.7%	8.5%	1.9%	1.9%
English Language and Literature/Letters	61.1%	15.9%	3.8%	5.0%	5.5%	0.9%
Family and Consumer Sciences/Human Sciences	85.3%	23.5%	7.3%	14.0%	1.1%	0.4%
Foreign Languages, Literatures, and Linguistics	61.0%	24.6%	7.2%	2.0%	13.7%	0.3%
Health Professions and Related Programs	75.0%	24.6%	9.1%	10.1%	4.3%	0.6%
History	45.3%	17.8%	3.7%	7.7%	5.0%	0.3%
Homeland Security, Law Enforcement, Firefighting, etc.	46.2%	18.1%	1.2%	7.8%	6.5%	1.2%
Legal Professions and Studies	61.1%	38.3%	8.8%	18.1%	4.9%	3.3%
Liberal Arts and Sciences, General Studies and Humanities	56.3%	16.9%	3.4%	6.8%	2.3%	3.4%
Library Science	55.6%	19.7%	15.1%	0.0%	1.8%	0.0%
Mathematics and Statistics	26.8%	18.1%	9.4%	2.7%	4.9%	0.0%
Multi/Interdisciplinary Studies	64.0%	25.6%	6.3%	10.8%	6.5%	0.9%
Natural Resources and Conservation	48.0%	20.2%	7.1%	6.1%	4.7%	1.7%
Parks, Recreation, Leisure and Fitness Studies	43.8%	16.9%	3.2%	8.3%	4.2%	0.0%
Philosophy and Religious Studies	29.7%	16.4%	5.1%	5.4%	4.1%	0.3%
Physical Sciences	33.4%	18.5%	8.9%	3.3%	4.8%	0.3%
Psychology	73.1%	24.0%	6.6%	7.5%	8.1%	0.6%
Public Administration and Social Service Professions	64.9%	33.4%	6.1%	19.1%	7.0%	0.0%
Science Technologies/Technicians	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Social Sciences	50.9%	21.8%	7.3%	6.0%	6.9%	0.4%
Theology and Religious Vocations	25.5%	29.6%	9.0%	16.6%	3.6%	0.1%
Visual and Performing Arts	49.3%	16.6%	7.7%	3.2%	4.8%	0.2%
TOTAL ALL FIELDS PhD and PhD Other	54.9%	25.7%	8.4%	9.8%	6.0%	0.5%

UTILIZATION ANALYSIS WORKSHEET
Two Factor Availability

College:	ENTER COLLEGE NAME IN CELL R4
Semester/Year:	FALL, 2016

AFFIRMATIVE ACTION UNIT: Communication, Journalist and Related		CONSTITUENT DEPARTMENTS: Speech, Communication, Theater					
EEO CATEGORY: PROFESSIONAL: NON-PROFESSORIAL - LECTURER		Job Titles: Lecturer					
JOB GROUP: NON-PROFESSORIAL - LECTURER							
FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	63.6	26.3	4.5	11.1	8.8	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: <u>10</u> No. Male: <u>5</u> No. Female: <u>5</u>							
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:	# <u>5</u> % <u>50.0</u>	# <u>5</u> % <u>50.0</u>	# <u>0</u> % <u>0.0</u>	# <u>5</u> % <u>50.0</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>63.6</u>	% <u>26.3</u>	% <u>4.5</u>	% <u>11.1</u>	% <u>8.8</u>	% <u>7.0</u>	
UNDERUTILIZATION:	% <u>13.6</u> # <u>1.4</u> UU <u>1</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>4.5</u> # <u>0.5</u> UU <u>1</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>8.8</u> # <u>0.9</u> UU <u>1</u>	% <u>7.0</u> # <u>0.7</u> UU <u>1</u>	

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

FACTOR / SOURCE SHEET - PROFESSIONAL: NON-PROFESSORIAL-LECTURER
FALL, 2016

Affirmative Action Unit: Communication, Journalist and Related

Constituent Departments: Speech, Communication, Theater

Job Group: LECTURER

Job Titles: Lecturer

<u>FACTORS</u>	<u>SOURCES</u>	<u>WEIGHTING</u>
Factor	EDC - BA. 2011-12* - 4State (CT, NJ, NY, PA) weighted at 50% and US Non-4ST weighted at 50%.	1.0

* Note: US Dept of Education's Postsecondary Studies Division indicates 2012 is the latest data available as of 7/15/2014.

Factor 1: EDC - BA. 2011 - 12* 4States (CT,NJ,NY,PA) and US Non-4ST.

Communication, Journalism and Related Programs

<u>Female</u>	<u>**Total Minority</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Individuals with Disabilities</u>
63.6	26.3	4.5	11.1	8.8	7.0

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



BACHELOR's degree conferred by Title IV participating institutions **2011-2012**

Reported data only - This listing does not include US Service Schools, Non-Resident Aliens and Unknowns are excluded from all totals. Total Minority includes: Black, Hispanic or Latino, Asian/Native Hawaiian/Other Pacific Islander, American Indian Alaska Native, and Two or More Races.

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

	<u>FEMALE</u>	<u>**Total Minority</u>	<u>ASIAN/ PAC. ISL.</u>	<u>BLACK NON-HISP.</u>	<u>Hispanic or Latino</u>	<u>AM.IND./ AL.NAT.</u>
Agriculture, Agriculture Operations and Related Sciences	54.2%	15.3%	4.1%	3.8%	5.3%	0.5%
Architecture and Related Services	41.7%	31.9%	11.3%	5.9%	12.8%	0.4%
Area, Ethnic, Cultural, Gender, and Group Studies	69.9%	47.6%	11.4%	15.5%	16.1%	1.4%
Biological and Biomedical Sciences	59.3%	34.9%	17.5%	7.5%	7.8%	0.5%
Business, Management, Marketing, Support Services	47.4%	32.7%	9.2%	12.0%	9.9%	0.5%
Communication, Journalism, and Related Programs	63.6%	26.3%	4.5%	11.1%	8.8%	0.4%
Communications Technologies/Technicians Support Services	34.1%	30.4%	5.4%	11.2%	11.2%	0.5%
Computer and Information Sciences and Support Services	17.4%	33.0%	11.1%	10.7%	9.3%	0.5%
Construction Trades	5.0%	12.7%	2.5%	2.6%	6.9%	0.3%
Education	79.6%	16.3%	2.2%	6.1%	6.6%	0.5%
Engineering	19.7%	27.9%	14.1%	4.4%	7.6%	0.3%
Engineering Technologies and Engineering-related Fields	10.0%	23.5%	5.0%	9.2%	7.5%	0.8%
English Language and Literature/Letters	69.4%	24.2%	4.7%	8.0%	9.1%	0.5%
Family and Consumer Sciences/Human Sciences	89.1%	27.8%	5.3%	11.5%	9.3%	0.5%
Foreign Languages, Literatures, and Linguistics	71.7%	31.7%	5.6%	4.6%	19.3%	0.4%
Health Professions and Related Programs	84.4%	29.7%	8.4%	12.5%	7.2%	0.5%
History	41.1%	18.5%	3.6%	4.8%	8.0%	0.5%
Homeland Security, Law Enforcement, Firefighting, etc.	46.3%	39.2%	3.0%	18.5%	15.7%	0.5%
Legal Professions and Studies	68.2%	43.4%	5.8%	21.2%	14.6%	0.6%
Liberal Arts and Sciences, General Studies and Humanities	62.7%	32.6%	3.8%	15.3%	10.9%	0.9%
Library Science	93.3%	6.7%	1.1%	2.2%	3.3%	0.0%
Mathematics and Statistics	44.6%	24.8%	11.0%	5.3%	7.0%	0.3%
Mechanic and Repair Technologies/Technicians	3.0%	21.6%	4.9%	3.2%	11.9%	1.3%
Military Technologies and Applied Sciences	16.2%	30.0%	0.0%	26.2%	2.5%	1.2%
Multi/Interdisciplinary Studies	61.6%	30.6%	6.9%	10.6%	11.0%	0.6%
Natural Resources and Conservation	48.4%	14.8%	4.9%	2.4%	5.1%	0.7%
Parks, Recreation, Leisure and Fitness Studies	43.6%	20.2%	3.5%	8.5%	6.6%	0.4%
Personal and Culinary Services	53.0%	28.5%	4.5%	13.6%	8.7%	1.0%
Philosophy and Religious Studies	38.0%	23.9%	5.8%	7.5%	8.0%	0.6%
Physical Sciences	40.1%	24.4%	10.8%	5.6%	6.0%	0.5%
Precision Production	10.3%	10.3%	3.4%	3.4%	1.7%	0.0%
Psychology	77.3%	33.9%	7.0%	12.2%	12.5%	0.5%
Public Administration and Social Service Professions	82.6%	43.0%	3.6%	23.5%	13.7%	0.7%
Science Technologies/Technicians	47.4%	29.2%	8.7%	5.8%	10.8%	1.2%
Social Sciences	51.9%	34.7%	8.7%	11.8%	11.9%	0.5%
Theology and Religious Vocations	26.9%	12.2%	2.0%	5.7%	3.4%	0.3%
Transportation and Materials Moving	16.8%	36.7%	7.6%	11.0%	15.3%	0.5%
Visual and Performing Arts	61.7%	24.9%	6.6%	6.6%	9.3%	0.6%
TOTAL ALL FIELDS	57.5%	29.5%	7.7%	10.3%	9.6%	0.5%

UTILIZATION ANALYSIS WORKSHEET
Two Factor Availability

College:	BMCC
Semester/Year:	FALL, 2016

AFFIRMATIVE ACTION UNIT: Education		CONSTITUENT DEPARTMENTS: Teacher Education					
EEO CATEGORY: PROFESSIONAL: PROFESSORIAL		Job Titles: Professor Associate Professor Assistant Professor					
JOB GROUP: PROFESSORIAL							
FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	67.9	31.7	4.0	19.4	6.8	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: <u>10</u> No. Male: <u>2</u> No. Female: <u>8</u>							
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:		# <u>8</u> % <u>80.0</u>	# <u>5</u> % <u>50.0</u>	# <u>1</u> % <u>10.0</u>	# <u>2</u> % <u>20.0</u>	# <u>2</u> % <u>20.0</u>	# <u>1</u> % <u>10.0</u>
OVERALL AVAILABILITY:		% <u>67.9</u>	% <u>31.7</u>	% <u>4.0</u>	% <u>19.4</u>	% <u>6.8</u>	% <u>7.0</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>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 Asian or Nat. Haw. or Other Pac. Isl., and Am. Ind./Al. Natives, Black or African American, Hispanic or Latino, and Two or More Races.

FACTOR / SOURCE SHEET - PROFESSIONAL: PROFESSORIAL

FALL, 2016

Affirmative Action Unit:

Education

Constituent Departments:

Teacher Education

Job Group:

Professorial

Job Titles:

**Professor
Associate Professor
Assistant Professor**

<u>FACTORS</u>	<u>SOURCES</u>	<u>WEIGHT</u>
Factor 1	EDC- Ph.D. 2011 - 12* - 4States (CT, NY, NJ, PA) and US Non-4ST.	1.0

* Note: US Dept of Education's Postsecondary Studies Division indicates 2012 is the latest data available as of 7/15/2014.

Factor 1: 4States (CT,NJ, NY, PA) and USNon-4ST - EDC - Ph.D. 2011 - 12*

Education

<u>Female</u>	<u>**Total Minority</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Individuals with Disabilities</u>
67.9	31.7	4.0	19.4	6.8	7.0

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



DOCTORATE's degree conferred by Title IV participating institutions 2011-2012

Reported data only - This listing does not include US Service Schools, Non-Resident Aliens and Unknowns are excluded from all totals. Total Minority includes: Black, Hispanic or Latino, Asian/Native Hawaiian/Other Pacific Islander, American Indian Alaska Native, and Two or More Races. Data for 4 States = CT, NJ, NY & PA(considered as 4ST) is weighted at 20% and US not 4ST is weighted at 80%.

	FEMALE	**Total Minority	ASIAN/ PAC. ISL.	BLACK NON-HISP.	Hispanic or Latino	AM.IND./ AL.NAT.
Agriculture, Agriculture Operations and Related Sciences	45.1%	17.7%	2.9%	5.7%	8.6%	0.3%
Architecture and Related Services	52.7%	25.6%	6.2%	10.6%	7.9%	0.9%
Area, Ethnic, Cultural, Gender, and Group Studies	66.1%	45.4%	12.4%	17.3%	11.2%	2.9%
Biological and Biomedical Sciences	54.6%	26.0%	13.1%	5.1%	6.1%	0.6%
Business, Management, Marketing, Support Services	44.9%	35.5%	9.7%	20.1%	4.2%	0.8%
Communication, Journalism, and Related Programs	58.2%	20.9%	6.4%	6.9%	5.3%	0.4%
Communications Technologies/Technicians Support Services	6.7%	0.0%	0.0%	0.0%	0.0%	0.0%
Computer and Information Sciences and Support Services	21.2%	27.8%	17.5%	5.8%	3.7%	0.3%
Education	67.9%	31.7%	4.0%	19.4%	6.8%	0.7%
Engineering	25.6%	27.6%	16.4%	4.7%	5.1%	0.3%
Engineering Technologies and Engineering-related Fields	58.0%	18.8%	4.7%	8.5%	1.9%	1.9%
English Language and Literature/Letters	61.1%	15.9%	3.8%	5.0%	5.5%	0.9%
Family and Consumer Sciences/Human Sciences	85.3%	23.5%	7.3%	14.0%	1.1%	0.4%
Foreign Languages, Literatures, and Linguistics	61.0%	24.6%	7.2%	2.0%	13.7%	0.3%
Health Professions and Related Programs	75.0%	24.6%	9.1%	10.1%	4.3%	0.6%
History	45.3%	17.8%	3.7%	7.7%	5.0%	0.3%
Homeland Security, Law Enforcement, Firefighting, etc.	46.2%	18.1%	1.2%	7.8%	6.5%	1.2%
Legal Professions and Studies	61.1%	38.3%	8.8%	18.1%	4.9%	3.3%
Liberal Arts and Sciences, General Studies and Humanities	56.3%	16.9%	3.4%	6.8%	2.3%	3.4%
Library Science	55.6%	19.7%	15.1%	0.0%	1.8%	0.0%
Mathematics and Statistics	26.8%	18.1%	9.4%	2.7%	4.9%	0.0%
Multi/Interdisciplinary Studies	64.0%	25.6%	6.3%	10.8%	6.5%	0.9%
Natural Resources and Conservation	48.0%	20.2%	7.1%	6.1%	4.7%	1.7%
Parks, Recreation, Leisure and Fitness Studies	43.8%	16.9%	3.2%	8.3%	4.2%	0.0%
Philosophy and Religious Studies	29.7%	16.4%	5.1%	5.4%	4.1%	0.3%
Physical Sciences	33.4%	18.5%	8.9%	3.3%	4.8%	0.3%
Psychology	73.1%	24.0%	6.6%	7.5%	8.1%	0.6%
Public Administration and Social Service Professions	64.9%	33.4%	6.1%	19.1%	7.0%	0.0%
Science Technologies/Technicians	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Social Sciences	50.9%	21.8%	7.3%	6.0%	6.9%	0.4%
Theology and Religious Vocations	25.5%	29.6%	9.0%	16.6%	3.6%	0.1%
Visual and Performing Arts	49.3%	16.6%	7.7%	3.2%	4.8%	0.2%
TOTAL ALL FIELDS PhD and PhD Other	54.9%	25.7%	8.4%	9.8%	6.0%	0.5%

E. APPENDIX E: RESULTS OF UTILIZATION ANALYSIS AND ANNUAL PLACEMENT GOALS

2016 Results of Utilization Analysis 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.
 TM=Total Minority; B=Black; H=Hispanic; API=Asian or Nat. Haw. or Other Pac. Isl. - Enter as many lines as needed or delete lines as unwanted. () = number of person(s) needed to eliminate under-utilization.

Affirmative Action Units (within EEO6 Category)	Female Incumb. %	Female Avail. %	Est Goal? Yes/No	If Yes, Goal for Females % (#)	Female New Hires (# of Total)	Female Promot. (# of Total)	Female Oppty (# of Total)	% of Female Oppty	Goal Achieved - Female (Yes or No)	Total Minority Incumb. %	Total Minority Avail. %	Est Goal? Yes/No	If Yes, Goal for Total Min. TW % (#)- indicate UU in a specific group % (#)	Total Minority New Hires (# of Total)	Total Minority Promot. (# of Total)	Total Minority Oppty (# of Total)	% of Minority Oppty	Goal Achieved- Minority (Yes or No)
1. EXECUTIVE / ADMINISTRATIVE / MANAGERIAL																		
Administration I	37.5%	49.5%	Yes	49.5%(2)	4 of 7	0 of 0	4 of 7	57%	Yes	62.5%	28.6%	No	No Goal	1 of 7	2 of 3	3 of 10	30%	No Goal
Administration III	60.6%	62.2%	Yes	62.2%(3)	32 of 45	1 of 2	33 of 47	70%	Yes	76.0%	38.7%	No	No Goal	5 of 11	0 of 0	5 of 11	45%	No Goal
2. FACULTY-ALL Professorial / Instructor and Lecturer																		
2A. FACULTY: PROFESSORIAL																		
Accounting	27.8%	44.9%	Yes	44.9%(3)	0 of 0	0 of 0	0 of 0	0%	No Oppty	55.6%	35.5%	No	No Goal	0 of 0	0 of 0	0 of 0	0%	No Goal
Allied Health	33.3%	75.0%	Yes	75.0%(3)	0 of 0	0 of 0	0 of 0	0%	No Oppty	16.7%	24.6%	Yes	24.6%(1)/A/PI-9.1%(1)	0 of 0	0 of 0	0 of 0	0%	No Oppty
Center for Ethnic Studies	37.5%	66.1%	Yes	66.1%(2)	0 of 0	0 of 0	0 of 0	0%	No Oppty	100.0%	45.4%	No	No Goal	0 of 0	0 of 0	0 of 0	0%	No Goal
Health Education	70.0%	75.0%	Yes	70%(1)	1 of 1	0 of 0	1 of 1	100%	Yes	50.0%	24.6%	No	A/PI-9.1%(1)	0 of 0	0 of 0	0 of 0	0%	No Goal
Modern Language	80.6%	61.0%	No	No Goal	0 of 0	0 of 0	0 of 0	0%	No Goal	51.6%	24.6%	No	B-2.0%(1)	0 of 0	0 of 0	0 of 0	0%	No Goal
Science	38.3%	33.4%	No	No Goal	0 of 0	0 of 0	0 of 0	0%	No Goal	35.0%	18.5%	No	B-3.3%(2)	0 of 0	0 of 0	0 of 0	0%	No Goal
Speech	77.3%	58.2%	No	No Goal	0 of 0	0 of 0	0 of 0	0%	No Goal	18.2%	20.9%	Yes	20.9% (1), B-6.9%(1)	0 of 0	0 of 0	0 of 0	0%	No Oppty
Teacher Education	62.5%	67.9%	No	No Goal	0 of 0	0 of 0	0 of 0	0%	No Goal	62.5%	31.7%	No	B-19.4%(1)	0 of 0	0 of 0	0 of 0	0%	No Goal
2B. FACULTY: INSTRUCTOR																		
Math	25.0%	40.9%	Yes	40.9%(2)	0 of 0	0 of 0	0 of 0	0%	No Oppty	83.3%	30.5%	No	No Goal	0 of 0	0 of 0	0 of 0	0%	No Goal
Social Science	70.0%	55.6%	No	No Goal	0 of 0	0 of 0	0 of 0	0%	No Goal	50.0%	33.7%	No	B-12.9%(1)	0 of 0	0 of 0	0 of 0	0%	No Goal

2016 Results of Utilization Analysis 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.
 TM=Total Minority; B=Black; H=Hispanic; API=Asian or Nat. Haw. or Other Pac. Isl. - Enter as many lines as needed or delete lines as unwanted. () = number of person(s) needed to eliminate under-utilization.

Affirmative Action Units (within EEOC Category)	Female Incumb. %	Female Avail. %	Est Goal? Yes/No	If Yes, Goal for Females % (#)	Female New Hires (# of Total)	Female Promot. (# of Total)	Female Oppty (# of Total)	% of Female Oppty	Goal Achieved - Female (Yes or No)	Total Minority Incumb. %	Total Minority Avail. %	Est Goal? Yes/No	If Yes, Goal for TM % (#)- Indicate UU in a specific group % (#)	Total Minority New Hires (# of Total)	Total Minority Promot. (# of Total)	Total Minority Oppty (# of Total)	% of Minority Oppty	Goal Achieved- Minority (Yes or No)
2C. FACULTY: LECTURER																		
Developmental Skills	50.0%	69.4%	Yes	69.4%(2)	0 of 0	0 of 0	0 of 0	0%	No Oppty	20.0%	24.2%	No	API-4.7%(1)	0 of 0	0 of 0	0 of 0	0%	No Goal
MEOC	61.5%	69.4%	Yes	69.4%(1)	0 of 0	0 of 0	0 of 0	0%	No Oppty	84.6%	24.2%	No	API-4.7%(1)	0 of 0	0 of 0	0 of 0	0%	No Goal
Speech	55.6%	63.6%	Yes	63.6%(1)	0 of 0	0 of 0	0 of 0	0%	No Oppty	55.6%	26.3%	No	H-8.8%(1)	0 of 0	0 of 0	0 of 0	0%	No Goal
3. PROFESSIONAL / NON FACULTY																		
4. SECRETARIAL / CLERICAL																		
CUNY Admin. Assistant	90.9%	91.1%	No	No Goal	0 of 0	0 of 0	0 of 0	0%	No Goal	72.7%	72.2%	No	H-26.0%(2)	0 of 0	1 of 2	1 of 2	50%	No Goal
CUNY Office Assistant	89.2%	89.9%	Yes	89.9%(1)	7 of 8	1 of 1	8 of 9	88%	No	86.0%	26.5%	No	No Goal	6 of 8	1 of 1	7 of 9	78%	No Goal
Mail Messenger Worker	0.0%	41.5%	Yes	41.5%(3)	0 of 0	0 of 0	0 of 0	0%	No Oppty	100.0%	42.7%	No	No Goal	0 of 0	0 of 0	0 of 0	0%	No Goal
5. TECHNICAL / PARAPROFESSIONAL																		
Administration IV	37.1%	40.1%	Yes	40.1%(1)	0 of 2	0 of 0	0 of 2	0%	N	82.9%	32.0%	No	No Goal	1 of 2	0 of 0	1 of 2	50%	No Goal
Computer Specialists	14.0%	26.4%	Yes	26.4%(5)	0 of 0	0 of 0	0 of 0	0%	No Oppty	88.4%	33.6%	No	No Goal	0 of 0	0 of 0	0 of 0	0%	No Goal
6. SKILLED CRAFTS																		
Skilled Crafts	0.0%	2.5%	Yes	2.5%(1)	0 of 15	0 of 0	0 of 15	0%	N	37.7%	29.7%	No	No Goal	3 of 15	0 of 0	3 of 15	20%	No Goal
7. SERVICE MAINTENANCE																		
Campus Peace Officer	26.1%	28.4%	Yes	28.4%(2)	1 of 1	0 of 0	1 of 1	100%	N	87.0%	66.7%	No	H-29.3%(13)	1 of 1	0 of 0	1 of 1	100%	No Goal
Campus Sergeant	25.0%	23.7%	No	No Goal	2 of 5	0 of 0	2 of 5	40%	No Goal	91.7%	87.6%	No	A-7.4%(1), B-55.8%(1)	5 of 5	0 of 0	5 of 5	100%	No Goal
Custodial Supervisory	15.4%	29.0%	Yes	29.0%(2)	1 of 3	0 of 0	1 of 3	33%	N	100.0%	40.0%	No	H-22.1%(1)	3 of 3	0 of 0	3 of 3	100%	No Goal

F. APPENDIX F: PROGRESS REPORT OF HISTORICAL UNDERUTILIZATION 2012-2016

The Progress Report - Historical Underutilization Form tracks underutilization and changes within Affirmative Action Units and departments over a five-year period.

Information for these worksheets is obtained from the Affirmative Action Plan's Utilization Analysis Worksheets for the Affirmative Action Units of the Faculty, Administration, and Classified Staff and the fall 2015 Progress Report.

The period of this analysis is fall 2012 – 2016 (current report).

Legend:

#	Total Number of Employees, in FTE (Full-time equivalent employees)
uu	Total Number Underutilized, in FTE

This appendix contains:

- Non-Faculty Affirmative Action Units
- Faculty Affirmative Action Units
- Report for those departments with changes in AAU assignment (generally faculty).

PROGRESS REPORT - HISTORICAL UNDERUTILIZATION - FALL 2012-2016
Non-Faculty Affirmative Action Units (AAU)

AAU:	Administration I		TOTAL	WOMEN		TOTAL MINORITY (incl. Black, Hisp. As./Pac.Is. Al.Ind./Al.Nat. and Two or More Races)		BLACK		HISPANIC		ASIAN/ PAC.ISL.	
				#	uu	#	uu	#	uu	#	uu	#	uu
JOB GROUP:	Executive/Administrative/Managerial	2012	15	5	2	11	0	5	0	3	0	3	0
Comprised of:	President, Senior Vice President, Vice President,	2013	16	6	2	11	0	5	0	3	0	3	0
	Assistant Vice President, Dean, Associate Dean,	2014	17	6	3	10	0	4	0	3	0	3	0
	Administrator, Assistant Administrator	2015	16	6	2	10	0	3	0	4	0	3	0
		2016	20	8	2	11	0	3	0	5	0	3	0

AAU:	Administration II		TOTAL	WOMEN		TOTAL MINORITY (incl. Black, Hisp. As./Pac.Is. Al.Ind./Al.Nat. and Two or More Races)		BLACK		HISPANIC		ASIAN/ PAC.ISL.	
				#	uu	#	uu	#	uu	#	uu	#	uu
JOB GROUP:	Executive/Administrative/Managerial	2012	60	33	1	30	0	14	0	6	2	10	0
Comprised of:	Higher Education Officer (HEO)	2013	68	41	0	38	0	17	0	10	0	11	0
	Higher Education Associate (HEA)	2014	77	48	0	45	0	19	0	11	0	15	0
	EOC Higher Education Officer	2015	89	57	0	55	0	27	0	14	0	13	0
	EOC Higher Education Associate	2016	92	62	0	53	0	26	0	12	0	14	0

AAU:	Administration III		TOTAL	WOMEN		TOTAL MINORITY (incl. Black, Hisp. As./Pac.Is. Al.Ind./Al.Nat. and Two or More Races)		BLACK		HISPANIC		ASIAN/ PAC.ISL.	
				#	uu	#	uu	#	uu	#	uu	#	uu
JOB GROUP:	Professional/Non-Faculty	2012	106	73	0	83	0	48	0	23	0	12	0
Comprised of:	Higher Education Assistant (HEa)	2013	123	80	0	85	0	49	0	28	0	16	0
	EOC Higher Education Assistant (HEa)	2014	147	93	0	116	0	59	0	36	0	21	0
	Assistant to HEO (aHEO)	2015	175	108	3	139	0	67	0	44	0	20	0
	EOC Assistant to HEO (aHEO)	2016	185	120	0	145	0	77	0	39	0	24	0

AAU:	Administration IV		TOTAL	WOMEN		TOTAL MINORITY (incl. Black, Hisp. As./Pac.Is. Al.Ind./Al.Nat. and Two or More Races)		BLACK		HISPANIC		ASIAN/ PAC.ISL.	
				#	uu	#	uu	#	uu	#	uu	#	uu
JOB GROUP:	Technical/Paraprofessional	2012	36	10	0	25	0	12	0	8	0	5	0
Comprised of:	Senior College Lab Technician (SCLT)	2013	34	9	1	23	0	10	0	8	0	5	0
	College Lab Technician (CLT)	2014	33	10	4	24	0	11	0	9	0	4	0
		2015	35	13	1	29	0	11	0	11	0	7	0
		2016	35	12	2	27	0	10	0	11	0	5	0

AAU:	Accountant Assistant		TOTAL	WOMEN		TOTAL MINORITY (incl. Black, Hisp. As./Pac.Is. Al.Ind./Al.Nat. and Two or More Races)		BLACK		HISPANIC		ASIAN/ PAC.ISL.	
				#	uu	#	uu	#	uu	#	uu	#	uu
JOB GROUP:	Technical/Paraprofessional	2012	15	12	0	13	0	5	0	5	0	5	0
Comprised of:	Assistant Purchasing Agent	2013	15	15	0	15	0	8	0	8	0	4	0
	College Accounting Assistant	2014	17	17	0	17	0	9	0	9	0	5	0
		2015	16	14	0	13	0	8	0	2	0	3	0
		2016	15	12	0	11	0	5	0	3	0	3	0

PROGRESS REPORT - HISTORICAL UNDERUTILIZATION - FALL 2012-2016
Non-Faculty Affirmative Action Units (AAU)

			<u>TOTAL</u>	<u>WOMEN</u>		<u>TOTAL MINORITY (incl. Black, Hisp. As./Pac Isl. Al.Ind./Al.Nat. and Two or More Races)</u>	<u>BLACK</u>		<u>HISPANIC</u>	<u>ASIAN/ PAC.ISL.</u>	
			#	#	uu	# uu	#	uu	# uu	#	uu
AAU:	Computer Specialists										
JOB GROUP:	Technical/Paraprofessional	2012	34	4	6	30 0	12	0	6	0	12 0
Comprised of:	IT Senior Associate	2013	43	7	6	39 0	12	0	12	0	14 0
	IT Associate	2014	48	6	7	43 0	13	0	11	0	19 0
	IT Assistant	2015	43	6	5	38 0	10	0	11	0	16 0
	IT Support Assistant	2016	37	5	5	32 0	9	0	9	0	13 0

			<u>TOTAL</u>	<u>WOMEN</u>		<u>TOTAL MINORITY (incl. Black, Hisp. As./Pac Isl. Al.Ind./Al.Nat. and Two or More Races)</u>	<u>BLACK</u>		<u>HISPANIC</u>	<u>ASIAN/ PAC.ISL.</u>	
			#	#	uu	# uu	#	uu	# uu	#	uu
AAU:	CUNY Administrative Assistant										
JOB GROUP:	Secretarial/Clerical	2012	11	10	0	9 0	6	0	2	1	1 0
Comprised of:	CUNY Administrative Assistant	2013	12	11	0	9 0	6	0	2	1	1 0
	EOC Administrative Assistants	2014	12	11	0	9 0	6	0	2	1	1 0
		2015	11	10	0	8 0	6	0	1	2	1 0
		2016	9	9	0	7 0	5	0	1	1	0 1

			<u>TOTAL</u>	<u>WOMEN</u>		<u>TOTAL MINORITY (incl. Black, Hisp. As./Pac Isl. Al.Ind./Al.Nat. and Two or More Races)</u>	<u>BLACK</u>		<u>HISPANIC</u>	<u>ASIAN/ PAC.ISL.</u>	
			#	#	uu	# uu	#	uu	# uu	#	uu
AAU:	CUNY Office Assistant										
JOB GROUP:	Secretarial/Clerical	2012	73	66	2	65 0	32	0	30	0	3 0
Comprised of:	CUNY Secretarial Assistant, CUNY Office Assistant,	2013	71	64	2	63 0	30	0	30	0	3 0
	EOC Office Assistant	2014	90	79	2	79 0	39	0	34	0	5 0
		2015	93	83	1	80 0	34	0	38	0	8 0
		2016	87	77	1	79 0	35	0	33	0	7 0

			<u>TOTAL</u>	<u>WOMEN</u>		<u>TOTAL MINORITY (incl. Black, Hisp. As./Pac Isl. Al.Ind./Al.Nat. and Two or More Races)</u>	<u>BLACK</u>		<u>HISPANIC</u>	<u>ASIAN/ PAC.ISL.</u>	
			#	#	uu	# uu	#	uu	# uu	#	uu
AAU:	Mail/Message Services Worker										
JOB GROUP:	Secretarial/Clerical	2012									
Comprised of:	EOC Mail/Message Services Worker	2013									
	Mail/Message Services Worker	2014	8	0	2	8 0	3	0	4	0	1 0
	(Job group too small to analyze in 2012 & 2013)	2015	7	0	3	7 0	2	0	4	0	1 0
		2016	6	0	3	6 0	2	0	3	0	1 0

			<u>TOTAL</u>	<u>WOMEN</u>		<u>TOTAL MINORITY (incl. Black, Hisp. As./Pac Isl. Al.Ind./Al.Nat. and Two or More Races)</u>	<u>BLACK</u>		<u>HISPANIC</u>	<u>ASIAN/ PAC.ISL.</u>	
			#	#	uu	# uu	#	uu	# uu	#	uu
AAU:	Campus Peace/Security Officer Level 1										
JOB GROUP:	Service/Maintenance	2012	55	14	0	50 0	34	0	5	7	11 0
Comprised of:	Campus Security Assistant	2013	64	16	0	55 0	39	0	4	10	12 0
		2014	61	8	2	52 0	37	0	4	14	11 0
		2015	69	18	2	60 0	42	0	7	13	11 0
		2016	68	20	0	62 0	45	0	7	13	9 0

PROGRESS REPORT - HISTORICAL UNDERUTILIZATION - FALL 2012-2016
Non-Faculty Affirmative Action Units (AAU)

AAU:			TOTAL	WOMEN		TOTAL MINORITY (incl. Black, Hisp. As./Pac Isl. Al.Ind./Al.Nat. and Two or More Races)		BLACK		HISPANIC		ASIAN/ PAC.ISL.	
			#	#	uu	#	uu	#	uu	#	uu	#	uu
AAU:	Campus Public Safety Sergeant												
JOB GROUP:	Service/Maintenance	2012	10	2	0	9	0	6	0	3	0	0	1
Comprised of:	College Security Specialist	2013	9	3	0	8	0	6	0	2	0	0	1
		2014	10	3	0	9	0	6	1	3	0	0	1
		2015	12	3	0	11	0	6	1	5	0	0	1
		2016	12	4	0	12	0	6	1	6	0	0	1

AAU:			TOTAL	WOMEN		TOTAL MINORITY (incl. Black, Hisp. As./Pac Isl. Al.Ind./Al.Nat. and Two or More Races)		BLACK		HISPANIC		ASIAN/ PAC.ISL.	
			#	#	uu	#	uu	#	uu	#	uu	#	uu
AAU:	Custodial Assistant												
JOB GROUP:	Service/Maintenance	2012	41	10	0	39	0	15	0	15	0	2	0
Comprised of:		2013	73	22	0	70	0	29	0	29	0	3	0
		2014	68	23	0	65	0	25	0	25	0	3	0
		2015	60	21	0	57	0	21	0	34	0	2	0
		2016	59	20	0	57	0	20	0	34	0	3	0

AAU:			TOTAL	WOMEN		TOTAL MINORITY (incl. Black, Hisp. As./Pac Isl. Al.Ind./Al.Nat. and Two or More Races)		BLACK		HISPANIC		ASIAN/ PAC.ISL.	
			#	#	uu	#	uu	#	uu	#	uu	#	uu
AAU:	Skilled Trades/Crafts, Non-Supervisory												
JOB GROUP:	Service/Maintenance	2012	43	0	1	14	2	6	0	6	3	2	0
Comprised of:	Carpenter, Locksmith, Laborer, Electrician,	2013	60	0	2	19	3	7	0	9	4	3	0
	Electrician's Helper, Elevator Mechanic,	2014	63	0	2	21	0	7	0	11	1	3	0
	Maintenance Worker, Oiler, Painter, Plumber,	2015	53	0	1	20	0	6	0	11	0	3	0
	Plumber Helper, Stationary Engineer	2016	59	0	2	22	0	6	0	12	0	4	0

PROGRESS REPORT - HISTORICAL UNDERUTILIZATION - FALL 2012-2016
Faculty Affirmative Action Units (AAU)

			<u>TOTAL</u>	<u>WOMEN</u>		<u>TOTAL MINORITY (incl. Black, Hisp. As./Pac Isl. Al.Ind./Al.Nat. and Two or More Races)</u>	<u>BLACK</u>		<u>HISPANIC</u>		<u>ASIAN/ PAC.ISL.</u>	
			#	#	uu	#	#	uu	#	uu	#	uu
AAU:	Business and Commerce											
JOB GROUP:	Professorial	2012	14	3	3	8	0	0	2	0	2	0
Comprised of:	Accounting	2013	18	5	3	11	0	0	3	0	3	0
		2014	17	4	3	10	0	0	3	0	2	0
		2015	18	5	3	10	0	0	3	0	2	0
		2016	18	5	3	10	0	0	3	0	2	0

			<u>TOTAL</u>	<u>WOMEN</u>		<u>TOTAL MINORITY (incl. Black, Hisp. As./Pac Isl. Al.Ind./Al.Nat. and Two or More Races)</u>	<u>BLACK</u>		<u>HISPANIC</u>		<u>ASIAN/ PAC.ISL.</u>	
			#	#	uu	#	#	uu	#	uu	#	uu
AAU:	Math & Computer Science											
JOB GROUP:	Professorial	2012	14	5	0	8	0	2	1	0	7	0
Comprised of:	Computer Info Systems	2013	14	5	0	9	0	1	1	0	8	0
		2014	14	5	0	9	0	1	1	0	8	0
		2015	16	5	0	11	0	1	1	0	10	0
		2016	15	5	0	10	0	1	1	0	9	0

			<u>TOTAL</u>	<u>WOMEN</u>		<u>TOTAL MINORITY (incl. Black, Hisp. As./Pac Isl. Al.Ind./Al.Nat. and Two or More Races)</u>	<u>BLACK</u>		<u>HISPANIC</u>		<u>ASIAN/ PAC.ISL.</u>	
			#	#	uu	#	#	uu	#	uu	#	uu
AAU:	Psychology											
JOB GROUP:	Professorial	2012	9	5	2	6	0	0	1	0	0	1
Comprised of:	Counseling	2013	6	4	0	4	0	0	0	0	0	0
		2014	6	4	0	4	0	0	0	0	0	0
		2015	5	4	0	4	0	0	0	0	0	0
		2016	5	4	0	4	0	0	0	0	0	0

			<u>TOTAL</u>	<u>WOMEN</u>		<u>TOTAL MINORITY (incl. Black, Hisp. As./Pac Isl. Al.Ind./Al.Nat. and Two or More Races)</u>	<u>BLACK</u>		<u>HISPANIC</u>		<u>ASIAN/ PAC.ISL.</u>	
			#	#	uu	#	#	uu	#	uu	#	uu
AAU:	English & English Literature											
JOB GROUP:	Professorial	2012	25	16	0	6	0	0	1	0	2	0
Comprised of:	Academic Literacy and Linguistics	2013	24	16	0	7	0	0	1	0	3	0
		2014	29	20	0	7	0	0	1	0	3	0
		2015	30	20	0	7	0	0	1	1	3	0
		2016	29	17	1	7	0	0	1	1	3	0

			<u>TOTAL</u>	<u>WOMEN</u>		<u>TOTAL MINORITY (incl. Black, Hisp. As./Pac Isl. Al.Ind./Al.Nat. and Two or More Races)</u>	<u>BLACK</u>		<u>HISPANIC</u>		<u>ASIAN/ PAC.ISL.</u>	
			#	#	uu	#	#	uu	#	uu	#	uu
AAU:	English & English Literature											
JOB GROUP:	Professorial	2012	43	25	2	13	0	0	4	0	2	0
Comprised of:	English	2013	41	25	0	12	0	0	4	0	2	0
		2014	50	31	0	14	0	0	6	0	5	0
		2015	54	33	0	14	0	0	4	0	2	0
		2016	54	34	0	14	0	0	4	0	2	0

PROGRESS REPORT - HISTORICAL UNDERUTILIZATION - FALL 2012-2016
Faculty Affirmative Action Units (AAU)

AAU:	Library		TOTAL	WOMEN		TOTAL MINORITY (incl. Black, Hisp. As./Pac Isl. Al.Ind./Al.Nat. and Two or More Races)		BLACK		HISPANIC		ASIAN/ PAC.ISL.	
				#	#	uu	#	uu	#	uu	#	uu	#
JOB GROUP:	Professorial	2012	11	7	0	6	0	2	0	1	0	3	0
Comprised of:	Library	2013	10	7	0	5	0	2	0	1	0	2	0
		2014	11	8	0	6	0	2	0	1	0	3	0
		2015	14	11	0	6	0	2	0	1	0	3	0
		2016	11	10	0	3	0	1	0	0	1	2	0

		TOTAL		WOMEN		TOTAL MINORITY (incl. Black, Hisp. As./Pac Isl. Al.Ind./Al.Nat. and Two or More Races)		BLACK		HISPANIC		ASIAN/ PAC.ISL.	
		#	uu	#	uu	#	uu	#	uu	#	uu	#	uu
AAU:	Communications, Journalism & Related Studies												
JOB GROUP:	Professorial	2012	8	5	0	1	0	1	0	0	0	0	0
Comprised of:	Media Arts & Technology	2013	10	6	0	2	0	2	0	0	1	0	1
		2014	10	6	0	2	0	2	0	0	1	0	1
		2015	14	8	0	4	0	4	0	0	0	0	0
		2016	15	8	0	3	0	3	0	0	0	0	0

		TOTAL	WOMEN		TOTAL MINORITY (incl. Black, Hisp. As./Pac Isl. Al.Ind./Al.Nat. and Two or More Races)		BLACK		HISPANIC		ASIAN/ PAC.ISL.		
			#	uu	#	uu	#	uu	#	uu	#	uu	
AAU:	Foreign Language												
JOB GROUP:	Professorial	2012	18	11	0	10	0	0	1	9	0	1	0
Comprised of:	Modern Language	2013	21	16	0	13	0	0	1	12	0	1	0
		2014	25	20	0	13	0	0	1	11	0	2	0
		2015	31	25	0	16	0	0	1	15	0	1	1
		2016	26	21	0	14	0	0	1	13	0	1	1

						TOTAL MINORITY (incl. Black, Hisp. As./Pac Isl. Al.Ind./Al.Nat. and Two or More Races)		BLACK		HISPANIC		ASIAN/ PAC.ISL.		
		TOTAL	WOMEN											
		#	#	uu	#	uu	#	uu	#	uu	#	uu	#	uu
AAU:	Fine, Applied Arts & Media													
JOB GROUP:	Professorial	2012	15	9	0	2	0	1	0	0	1	1	0	
Comprised of:	Music & Art	2013	15	9	0	2	0	1	0	0	1	1	0	
		2014	18	10	0	3	1	1	0	1	0	1	1	
		2015	23	13	0	5	0	2	0	1	0	2	0	
		2016	23	13	0	5	0	2	0	1	0	2	0	

			TOTAL		WOMEN		TOTAL MINORITY (incl. Black, Hisp. As./Pac Isl. Al.Ind./Al.Nat. and Two or More Races)		BLACK		HISPANIC		ASIAN/ PAC.ISL.	
AAU:	Health Professions		#		#	uu	#	uu	#	uu	#	uu	#	uu
JOB GROUP:	Professorial	2012	25		24	0	20	0	15	0	1	0	4	0
Comprised of:	Nursing	2013	21		20	0	15	0	11	0	1	0	3	0
		2014	23		22	0	16	0	12	0	1	0	3	0
		2015	23		22	0	16	0	12	0	1	0	3	0
		2016	21		19	0	15	0	10	0	2	0	3	0

PROGRESS REPORT - HISTORICAL UNDERUTILIZATION - FALL 2012-2016
Faculty Affirmative Action Units (AAU)

AAU: Physical Sciences

JOB GROUP: Professorial

Comprised of: Science

	2012	TOTAL		WOMEN		TOTAL MINORITY (incl. Black, Hisp. As./Pac Isl. Al.Ind./Al.Nat. and Two or More Races)		BLACK		HISPANIC		ASIAN/ PAC.ISL.	
		#		#	uu	#	uu	#	uu	#	uu	#	uu
	2012	48		18	0	15	0	1	1	4	0	10	0
	2013	42		13	1	14	0	0	1	5	0	9	0
	2014	52		18	0	17	0	1	1	5	0	11	0
	2015	60		23	0	21	0	0	2	8	0	11	0
	2016	55		21	0	21	0	0	2	8	0	11	0

AAU: Social Sciences

JOB GROUP: Professorial

Comprised of: Social Sciences & Human Services

	2012	TOTAL		WOMEN		TOTAL MINORITY (incl. Black, Hisp. As./Pac Isl. Al.Ind./Al.Nat. and Two or More Races)		BLACK		HISPANIC		ASIAN/ PAC.ISL.	
		#		#	uu	#	uu	#	uu	#	uu	#	uu
	2012	44		22	1	18	0	7	0	6	0	5	0
	2013	48		27	0	23	0	10	0	6	0	7	0
	2014	48		28	0	22	0	8	0	7	0	7	0
	2015	59		36	0	28	0	10	0	10	0	8	0
	2016	73		43	0	38	0	14	0	13	0	11	0

AAU: Communications, Journalism/Visual & Performances

JOB GROUP: Professorial

Comprised of: Speech, Communication & Theatre Arts

	2012	TOTAL		WOMEN		TOTAL MINORITY (incl. Black, Hisp. As./Pac Isl. Al.Ind./Al.Nat. and Two or More Races)		BLACK		HISPANIC		ASIAN/ PAC.ISL.	
		#		#	uu	#	uu	#	uu	#	uu	#	uu
	2012	14		12	0	1	1	0	1	0	0	1	0
	2013	16		13	0	3	0	1	0	1	0	1	1
	2014	20		15	0	4	0	1	0	2	0	1	1
	2015	22		17	0	4	0	1	0	2	0	1	0
	2016	22		16	0	4	1	1	1	2	0	1	0

PROGRESS REPORT - HISTORICAL UNDERUTILIZATION FOR UNITS WITH DEPARTMENT CHANGES
FALL, 2012 - 2016

2012		2013		2014		2015		2016	
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.)	
#	UU	#	UU	#	UU	#	UU	#	UU
TOTAL	14	TOTAL	18	TOTAL	17	TOTAL	18	TOTAL	18
WOMEN	3	WOMEN	5	WOMEN	4	WOMEN	5	WOMEN	5
TOTAL MINORITY**	8	TOTAL MINORITY**	11	TOTAL MINORITY**	10	TOTAL MINORITY**	10	TOTAL MINORITY**	10
BLACK	4	BLACK	5	BLACK	5	BLACK	5	BLACK	5
HISPANIC	2	HISPANIC	3	HISPANIC	3	HISPANIC	3	HISPANIC	3
ASIAN/PAC ISL	2	ASIAN/PAC ISL	3	ASIAN/PAC ISL	2	ASIAN/PAC ISL	2	ASIAN/PAC ISL	2

PROGRESS REPORT - HISTORICAL UNDERUTILIZATION FOR UNITS WITH DEPARTMENT CHANGES
FALL, 2012 - 2016

2012			2013			2014			2015			2016		
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.	Computer Info Systems		Constituent Dept.	Computer Info Systems		Constituent Dept.	Computer Info Systems		Constituent Dept.	Computer Info Systems		Constituent Dept.	Computer Info Systems	
(list depts.)			(list depts.)			(list depts.)			(list depts.)			(list depts.)		

PROGRESS REPORT - HISTORICAL UNDERUTILIZATION FOR UNITS WITH DEPARTMENT CHANGES
FALL, 2012 - 2016

2012			2013			2014			2015			2016		
AAU:	Psychology		AAU:	Psychology		AAU:	Psychology		AAU:	Psychology		AAU:	Psychology	
JOB GROUP:	Professional		JOB GROUP:	Professional		JOB GROUP:	Professional		JOB GROUP:	Professional		JOB GROUP:	Professional	
Constituent Dept	Counseling		Constituent Dept	Counseling		Constituent Dept	Counseling		Constituent Dept	Counseling		Constituent Dept	Counseling	
(list depts.)			(list depts.)			(list depts.)			(list depts.)			(list depts.)		

**PROGRESS REPORT - HISTORICAL UNDERUTILIZATION FOR UNITS WITH DEPARTMENT CHANGES
FALL, 2012 - 2016**

2012			2013			2014			2015			2016		
AAU:	English & English Literature		AAU:	English & English Literature		AAU:	English & English Literature		AAU:	English & English Literature		AAU:	English & English Literature	
JOB GROUP:	Professional		JOB GROUP:	Professional		JOB GROUP:	Professional		JOB GROUP:	Professional		JOB GROUP:	Professional	
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.)		

**PROGRESS REPORT - HISTORICAL UNDERUTILIZATION FOR UNITS WITH DEPARTMENT CHANGES
FALL, 2012 - 2016**

2012			2013			2014			2015			2016		
AAU:	Library		AAU:	Library		AAU:	Library		AAU:	Library		AAU:	Library	
JOB GROUP:	Professional		JOB GROUP:	Professional		JOB GROUP:	Professional		JOB GROUP:	Professional		JOB GROUP:	Professional	
Constituent Dept.	Library		Constituent Dept.	Library		Constituent Dept.	Library		Constituent Dept.	Library		Constituent Dept.	Library	
(list depts.)			(list depts.)			(list depts.)			(list depts.)			(list depts.)		

PROGRESS REPORT - HISTORICAL UNDERUTILIZATION FOR UNITS WITH DEPARTMENT CHANGES
FALL, 2012 - 2016

2012			2013			2014			2015			2016		
AAU:	Math & Computer Science		AAU:	Math & Computer Science		AAU:	Math & Computer Science		AAU:	Math & Computer Science		AAU:	Math & Computer Science	
JOB GROUP:	Professional		JOB GROUP:	Professional		JOB GROUP:	Professional		JOB GROUP:	Professional		JOB GROUP:	Professional	
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.)		

PROGRESS REPORT - HISTORICAL UNDERUTILIZATION FOR UNITS WITH DEPARTMENT CHANGES
FALL, 2012 - 2016

2012			2013			2014			2015			2016		
AAU:	Comm., Journalism, Related Studies		AAU:	Comm., Journalism, Related Studies		AAU:	Comm., Journalism, Related Studies		AAU:	Comm., Journalism, Related Studies		AAU:	Comm., Journalism, Related Studies	
JOB GROUP:	Professional		JOB GROUP:	Professional		JOB GROUP:	Professional		JOB GROUP:	Professional		JOB GROUP:	Professional	
Constituent Dept.	Media Arts & Technology		Constituent Dept.	Media Arts & Technology		Constituent Dept.	Media Arts & Technology		Constituent Dept.	Media Arts & Technology		Constituent Dept.	Media Arts & Technology	
(list depts.)			(list depts.)			(list depts.)			(list depts.)			(list depts.)		

PROGRESS REPORT - HISTORICAL UNDERUTILIZATION FOR UNITS WITH DEPARTMENT CHANGES
FALL, 2012 - 2016

2012			2013			2014			2015			2016		
AAU:	Foreign Language		AAU:	Foreign Language		AAU:	Foreign Language		AAU:	Foreign Language		AAU:	Foreign Language	
JOB GROUP:	Professorial		JOB GROUP:	Professorial		JOB GROUP:	Professorial		JOB GROUP:	Professorial		JOB GROUP:	Professorial	
Constituent Dept.	Modern Language		Constituent Dept.	Modern Language		Constituent Dept.	Modern Language		Constituent Dept.	Modern Language		Constituent Dept.	Modern Language	
(list depts.)			(list depts.)			(list depts.)			(list depts.)			(list depts.)		

PROGRESS REPORT - HISTORICAL UNDERUTILIZATION FOR UNITS WITH DEPARTMENT CHANGES
FALL, 2012 - 2016

2012			2013			2014			2015			2016		
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:	Professional		JOB GROUP:	Professional		JOB GROUP:	Professional		JOB GROUP:	Professional		JOB GROUP:	Professional	
Constituent Dept.	Music & Art		Constituent Dept.	Music & Art		Constituent Dept.	Music & Art		Constituent Dept.	Music & Art		Constituent Dept.	Music & Art	
(list depts.)			(list depts.)			(list depts.)			(list depts.)			(list depts.)		

PROGRESS REPORT - HISTORICAL UNDERUTILIZATION FOR UNITS WITH DEPARTMENT CHANGES
FALL, 2012 - 2016

2012			2013			2014			2015			2016		
AAU:	Health Professions		AAU:	Health Professions		AAU:	Health Professions		AAU:	Health Professions		AAU:	Health Professions	
JOB GROUP:	Professorial		JOB GROUP:	Professorial		JOB GROUP:	Professorial		JOB GROUP:	Professorial		JOB GROUP:	Professorial	
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.)		

PROGRESS REPORT - HISTORICAL UNDERUTILIZATION FOR UNITS WITH DEPARTMENT CHANGES
FALL, 2012 - 2016

2012			2013			2014			2015			2016		
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 FOR UNITS WITH DEPARTMENT CHANGES
FALL, 2012 - 2016

2012			2013			2014			2015			2016		
AAU:	Social Sciences		AAU:	Social Sciences		AAU:	Social Sciences		AAU:	Social Sciences		AAU:	Social Sciences	
JOB GROUP:	Professional		JOB GROUP:	Professional		JOB GROUP:	Professional		JOB GROUP:	Professional		JOB GROUP:	Professional	
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 FOR UNITS WITH DEPARTMENT CHANGES
FALL, 2012 - 2016

2012			2013			2014			2015			2016		
AAU:	Comm., Journalism/Visual & Perf.		AAU:	Comm., Journalism/Visual & Perf.		AAU:	Comm., Journalism/Visual & Perf.		AAU:	Comm., Journalism/Visual & Perf.		AAU:	Comm., Journalism/Visual & Perf.	
JOB GROUP:	Professional		JOB GROUP:	Professional		JOB GROUP:	Professional		JOB GROUP:	Professional		JOB GROUP:	Professional	
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.)		
							</							

G. APPENDIX G: UNDERUTILIZATION SUMMARY FOR PROFESSORIAL JOB GROUPS

**Fall 2016 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: **440**

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)	#UU	% Overall Availability	NR (No Representation)
1	Accounting	18	44.9%		3	44.9%		0	35.5%		0	20.1%		0	4.2%		0	9.7%	
2	Academic Library and Linguistics	29	61.1%		1	61.1%		0	15.9%		0	5.0%		1	5.5%		0	3.8%	
3	Allied Health	6	75.0%		3	75.0%		1	24.6%		0	10.1%		0	4.3%	NR	1	9.1%	NR
4	Business Admin	16	44.9%		0	44.9%		0	35.5%		0	20.1%		0	4.2%		0	9.7%	
5	Ethnic Studies	5	66.1%		1	66.1%		0	45.4%		0	17.3%		0	11.2%		1	12.4%	NR
6	Computer Information Systems	15	21.2%		0	21.2%		0	27.8%		1	5.8%	NR	0	3.7%		0	17.5%	
7	Counseling	5	73.1%		0	73.1%		0	24.0%		0	7.5%		0	8.1%	NR	0	6.6%	NR
8	English	54	61.1%		0	61.1%		0	15.9%		0	5.0%		0	5.5%		0	3.8%	
9	Health Education	9	75.0%		1	75.0%		0	24.6%		0	10.1%		0	4.3%		1	9.1%	
10	Mathematics	38	26.8%		0	26.8%		0	18.1%		0	2.7%		0	4.9%		1	9.4%	
11	Media Arts & Technology	15	6.7%		0	6.7%		0	0.0%		0	0.0%		0	0.0%		0	0.0%	NR
12	Modern Languages	26	61.0%		0	61.0%		0	24.6%		1	2.0%	NR	0	13.7%		1	7.2%	
13	Music and Art	23	49.3%		0	49.3%		0	16.6%		0	3.2%		0	4.8%		0	7.7%	
14	Nursing	21	75.0%		0	75.0%		0	24.6%		0	10.1%		0	4.2%		0	9.1%	
15	Science	55	33.4%		0	33.4%		0	18.5%		2	3.3%	NR	0	4.8%		0	8.9%	
16	Social Science	73	50.9%		0	50.9%		0	21.8%		0	6.0%		0	6.9%		0	7.3%	
17	Speech Communications & Theater Arts	22	58.2%		0	58.2%		1	20.9%		1	6.9%		0	5.3%		0	6.4%	
18	Teacher Education	10	67.9%		0	67.9%		0	31.7%		0	19.4%		0	6.8%		0	4.0%	
19																			
20																			
	TOTAL				9			2			5			1			5		

*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	17

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

H. APPENDIX H: PERSONNEL ACTIVITY TABLE (EMPLOYEE AND APPLICANT DATA)

2016 PERSONNEL ACTIVITY TABLE (page 1 of 2)

COLLEGE: Borough of Manhattan Community College

Period Covered: 7/1/2015 - 6/30/2016

	TOTAL****			BLACK OR AFRICAN AM.			HISPANIC OR LATINO			ASIAN OR NAT. HAW. OR OTHER PAC. ISL.			AMER. IND./ ALASK. NAT.			TWO OR MORE RACES			TOTAL MINORITY***			WHITE (including Ital. Am.)			UNKNOWN*			TOTAL NON-MINORITY**		
	MALE	FEMALE	TOTAL	MALE	FEMALE	TOTAL	MALE	FEMALE	TOTAL	MALE	FEMALE	TOTAL	MALE	FEMALE	TOTAL	MALE	FEMALE	TOTAL	MALE	FEMALE	TOTAL	MALE	FEMALE	TOTAL	MALE	FEMALE	TOTAL	MALE	FEMALE	TOTAL
EXEC./ADMIN./MANAGERIAL																														
New Hires	7	20	27	4	6		2	1		0	0		0	0		0	0		6	7	13	1	13		0	0		1	13	14
Terminations	5	8	13	2	3		0	2		0	0		0	0		0	0		2	5	7	3	3		0	0		3	3	6
Upgrades	1	3	4	0	0		0	1		1	1		0	0		0	0		1	2	3	0	1		0	0		0	1	1
Transfers	0	0	0	0	0		0	0		0	0		0	0		0	0		0	0	0	0	0		0	0		0	0	0
FACULTY																														
New Hires	14	26	40	4	6		1	4		3	5		0	0		0	0		8	15	23	6	11		0	0		6	11	17
Terminations	12	21	33	1	7		2	4		2	0		0	1		0	0		5	12	17	7	9		0	0		7	9	16
Upgrades	0	0	0	0	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	0		0	0	0
PROFESSIONAL/NON-FACULTY																														
New Hires	16	34	50	2	16		0	6		5	3		0	0		0	2		7	27	34	9	7		0	0		9	7	16
Terminations	24	18	42	4	4		5	10		4	2		0	0		1	0		14	16	30	10	2		0	0		10	2	12
Upgrades	3	3	6	2	0		1	1		0	1		0	0		0	0		3	2	5	0	1		0	0		0	1	1
Transfers	0	0	0	0	0		0	0		0	0		0	0		0	0		0	0	0	0	0		0	0		0	0	0
SECRETARIAL/CLERICAL																														
New Hires	1	7	8	1	3		0	2		0	0		0	0		0	0		1	5	6	0	2		0	0		0	2	2
Terminations	2	11	13	0	3		1	6		1	0		0	0		0	0		2	9	11	0	2		0	0		0	2	2
Upgrades	0	5	5	0	1		0	2		0	1		0	0		0	0		0	4	4	0	1		0	0		0	1	1
Transfers	0	0	0	0	0		0	0		0	0		0	0		0	0		0	0	0	0	0		0	0		0	0	0
TECHNICAL/PARA-PROFESSIONAL																														
New Hires	3	6	9	0	3		1	1		0	0		0	0		0	0		2	4	6	1	2		0	0		1	2	3
Terminations	0	4	4	0	2		0	0		0	0		0	0		0	0		0	3	3	0	1		0	0		0	1	1
Upgrades	0	1	1	0	0		0	0		0	1		0	0		0	0		0	1	1	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	0		0	0	0
SKILLED TRADES																														
New Hires	15	0	15	0	0		2	0		1	0		0	0		0	0		3	0	3	12	0		0	0		12	0	12
Terminations	6	0	6	1	0		1	0		0	0		0	0		0	0		2	0	2	4	0		0	0		4	0	4
Upgrades	0	0	0	0	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	0		0	0	0
SERVICE MAINTENANCE																														
New Hires	12	5	17	6	4		4	1		1	0		0	0		0	0		11	5	16	1	0		0	0		1	0	1
Terminations	14	3	17	5	2		2	1		2	0		0	0		0	0		9	3	12	5	0		0	0		5	0	5
Upgrades	0	0	0	0	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	0		0	0	0
TOTAL																														
New Hires	68	98	166	17	38		10	15		10	8		0	0		1	2		38	63	101	30	35		0	0		30	35	65
Terminations	63	65	128	13	21		11	23		9	3		0	1		1	0		34	48	82	29	17		0	0		29	17	46
Upgrades	4	12	16	2	1		1	4		1	4		0	0		0	0		4	9	13	0	3		0	0		0	3	3
Transfers	0	0	0	0	0		0	0		0	0		0	0		0	0		0	0	0	0	0		0	0		0	0	0

REMINDER:

*Unknowns are subtracted from all totals.

**Total Non-Minority is equal to White including Italian American.

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

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

2016 APPLICANT DATA - RECRUITMENT DOCUMENTATION (page 2 of 2)

COLLEGE: Borough of Manhattan Community College

Period Covered: 7/1/2015 - 6/30/2016

	TOTAL****		BLACK OR AFRICAN AM.		HISPANIC OR LATINO		ASIAN OR NAT. HAW. OR OTHER PAC. ISL.		AMER. IND./ALASK. NAT.		TWO OR MORE RACES		TOTAL MINORITY****		WHITE (incl. Italian Am.)		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																				
Applicants @	1629	1985	3614																	
Interviews	8	13	21																	
Offers	8	13	21																	
TOTAL WORKFORCE Eth. & Gender Report	52	71	123																	
FACULTY																				
Applicants @	1519	1538	3057																	
Interviews	15	8	23																	
Offers	15	8	23																	
TOTAL WORKFORCE Eth. & Gender Report	255	318	573																	
PROFESSIONAL/NON-FACULTY																				
Applicants @	2179	4960	7139																	
Interviews	11	28	39																	
Offers	11	28	39																	
TOTAL WORKFORCE Eth. & Gender Report	100	127	227																	
SECRETARIAL/CLERICAL																				
Applicants @	2	14	16																	
Interviews	2	14	16																	
Offers	0	4	4																	
TOTAL WORKFORCE Eth. & Gender Report	16	86	102																	
TECHNICAL/PROFESSIONAL																				
Applicants @	507	211	718																	
Interviews	3	1	4																	
Offers	3	1	4																	
TOTAL WORKFORCE Eth. & Gender Report	33	32	65																	
SKILLED TRADES																				
Applicants @	214	12	226																	
Interviews	1	0	1																	
Offers	1	0	1																	
TOTAL WORKFORCE Eth. & Gender Report	45	0	45																	
SERVICE/MAINTENANCE																				
Applicants @	72	13	85																	
Interviews	0	0	0																	
Offers	0	0	0																	
TOTAL WORKFORCE Eth. & Gender Report	127	48	175																	
TOTAL																				
Applicants @	6122	8733	14855																	
Interviews	40	64	104																	
Offers	38	54	92																	
TOTAL WORKFORCE Eth. & Gender Report	628	682	1310																	

REMINER:
*Unknowns are subtracted from all totals.
**Total Non-Minority is equal to White including Italian American.

***Total Minority is the sum of Black or African Am., Hispanic or Latino, Asian or Nat. Haw. or Other Pacific Islander, American Indian/Alaska Native and Two or More Races.
****TOTAL is the sum of Total Minority and Total Non-Minority.
@ APPLICANTS are those who apply and meet the minimum qualifications for a specific position.

I. APPENDIX I: IMPACT RATIO ANALYSIS

IMPACT ANALYSIS WORKSHEETS

Borough of Manhattan Community College

FEMALES AND MINORITIES

COLLEGE NAME:

HIRES ANALYSIS

November 4, 2016

Borough of Manhattan Community College

PART A

JOB AREAS/ CATEGORY	MINORITY HIRES				FEMALE HIRES				PERCENTAGE OF HIRES			
	NON MIN		MIN		MALE		FEMALE		% of non-min hires		% of male hires	
	APPL	HIRES	APPL	HIRES	APPL	HIRES	APPL	HIRES	APPL	HIRES	APPL	HIRES
TOTAL	4744	65	1011	101	6122	68	8733	98	14855	166	14855	166
1 Exec./Adm./Mgrl.	1222	14	2392	13	1629	7	1985	20	3614	27	3614	27
2 Faculty	1560	17	1497	23	1519	14	1538	26	3057	40	3057	40
3 Professional/Non-Fac.	1656	16	5483	34	2179	16	4960	34	7139	50	7139	50
4 Secretarial/Clerical	6	2	10	6	2	1	14	7	16	8	16	8
5 Techn./Paraprofessional	181	3	537	6	507	3	211	6	718	9	718	9
6 Skilled Trades	108	12	118	3	214	15	12	0	226	15	226	15
7 Service/Maintenance	11	1	74	16	72	12	13	5	85	17	85	17
TOTAL	4744	65	1011	101	6122	68	8733	98	14855	166	14855	166

IRA WORKSHEET FOR NON-MIN VS MIN % OF HIRES

November 4, 2016

#	JOB AREAS/ CATEGORIES	RATE FOR		RATE FOR		OVER ALL RATE	ONLY IF IRA UNDER 0.8						FISHER TEST		FISHER TEST RESULT NOTE			
		UNFAV. GROUP		FAV. GROUP			IRA	EXPECT	ACTL	DIF	STD DEV	FISHER'S VALUE	NON-MIN APPLICANTS	MIN HIRED		MIN APPLICANTS		
		A	B	C	D												E	F
1	Exec./Adm./Mgrl.	MINORITY	0.5%	NON-MIN	1.1%	0.47	0.7%	17	13	4	1.99	*	N/A					
2	Faculty	NON-MIN	1.1%	MINORITY	1.5%	0.64	0.7%	38	34	4	1.48	*	N/A					
3	Professional/Non-Fac.	MINORITY	0.6%	NON-MIN	1.0%	0.67	1.3%	6	6	0	0.56		N/A					
4	Secretarial/Clerical	NON-MIN	33.3%	MINORITY	60.0%	0.23	6.6%	7	3	4	2.58	*	N/A					
5	Techn./Paraprofessional	MINORITY	1.1%	NON-MIN	1.7%							**						
6	Skilled Trades	MINORITY	2.5%	NON-MIN	11.1%													
7	Service/Maintenance	NON-MIN	9.1%	MINORITY	21.6%													
TOTAL								58	56	12								

IRA WORKSHEET FOR MALE VS FEMALE % OF HIRES

November 4, 2016

JOB AREAS/ CATEGORY		RATE FOR		RATE FOR		IRA	OVER ALL RATE	ONLY IF IRA UNDER 0.8					FISHER'S TEST								
		UNFAV. GROUP	B	FAV. GROUP	C			D	E	EXPECT	ACTL	DIF	STD DEV	FISHER'S TEST							
														F	G	H	I	J	K	L	M
#	A																				
1	Exec./Adm./Mgrl.	MALE	0.4%	MALE	1.0%																
2	Faculty	MALE	0.9%	MALE	1.7%																
3	Professional/Non-Fac.	FEMALE	0.7%	MALE	0.7%			0.93													
4	Secretarial/Clerical	N/A		N/A																	
5	Techn./Paraprofessional	MALE	0.6%	MALE	2.8%																
6	Skilled Trades	FEMALE	0.0%	MALE	7.0%			0.00				0	0	0	0.95						
7	Service/Maintenance	MALE	16.7%	FEMALE	38.5%																
TOTAL:										0	0	0	0								

PROMOTION ANALYSIS

November 4, 2016

Borough of Manhattan Community College

PART B

JOB AREAS/ CATEGORY	MINORITY						FEMALE						PERCENTAGE OF PROMOTION			
	NON MIN			PROMOTION MIN			PROMOTION MALE			PROMOTION FEMALE			% of non-min PROMOTED		% of min promoted	
	INCUMBENT	PROMOTED	AVAILABILITY	INCUMBENT	PROMOTED	AVAILABILITY	INCUMBENT	PROMOTED	AVAILABILITY	INCUMBENT	PROMOTED	AVAILABILITY	TOTAL		TOTAL	
	#			#			#			#			#		#	
TOTAL	486	3	824	13	16	1310	4	682	12	1310	16	1310	16	1	2%	2%
1 Exec./Adm./Mngl.	50	1	73	3	4	123	1	71	3	123	4	123	4	2%	4%	4%
2 Faculty	319	0	254	0	573	0	255	0	318	0	573	0	573	0	0%	0%
3 Professional/Non-Fac.	46	1	181	5	227	6	100	3	127	3	227	6	227	3	3%	2%
4 Secretarial/Clerical	10	1	92	4	102	5	16	0	86	5	102	5	102	4	0%	6%
5 Techn./Paraprofessional	14	0	51	1	65	1	33	0	32	1	65	1	65	1	0%	3%
6 Skilled Trades	32	0	13	0	45	0	45	0	0	0	45	0	45	0	0%	0%
7 Service/Maintenance	15	0	160	0	175	0	127	0	48	0	175	0	175	0	0%	0%
TOTAL	486	3	824	13	16	1310	4	682	12	1310	16	1310	16	1%	2%	2%

IRA WORKSHEET FOR NON-MIN VS MIN % OF PROMOTION

November 4, 2016

JOB AREAS/ CATEGORY	RATE FOR				ONLY IF IRA UNDER 0.8				FISHER TEST			
	UNFAV. GROUP		FAV. GROUP		EXPECT		ACTL		FISHER'S VALUE		NON-MIN INCUM	
	B		C		F		G		L		M	
	#		#		#		#		#		#	
1 Exec./Adm./Mngl.	NON-MIN	2.00%	MINORITY	4.11%								
2 Faculty	N/A		N/A									
3 Professional/Non-Fac.	NON-MIN	2.17%	MINORITY	2.76%								
4 Secretarial/Clerical	MINORITY	4.35%	NON-MIN	10.00%	4	4	0	0.79	N/A			
5 Techn./Paraprofessional	NON-MIN	0.00%	MINORITY	1.95%								
6 Skilled Trades	N/A		N/A									
7 Service/Maintenance	N/A		N/A									
TOTAL					4	4	0					

IRA WORKSHEET FOR MALE VS FEMALE % OF PROMOTION

November 4, 2016

JOB AREAS/ CATEGORY	RATE FOR				ONLY IF IRA UNDER 0.8				FISHER TEST			
	UNFAV. GROUP		FAV. GROUP		EXPECT		ACTL		FISHER'S VALUE		male incum	
	B		C		F		G		L		M	
	#		#		#		#		#		#	
1 Exec./Adm./Mngl.	MALE	1.9%	FEMALE	4.2%								
2 Faculty	N/A		N/A									
3 Professional/Non-Fac.	FEMALE	2.4%	MALE	3.0%	3	3	0	0.30	N/A			
4 Secretarial/Clerical	MALE	0.0%	FEMALE	5.8%								
5 Techn./Paraprofessional	MALE	0.0%	FEMALE	3.1%								
6 Skilled Trades	N/A		N/A									
7 Service/Maintenance	N/A		N/A									
TOTAL					3	3	0					

November 4, 2016

[illegible]

IRA WORKSHEET FOR NON-MIN VS MIN % OF TERMINATION

November 4, 2016

JOB AREAS/ CATEGORY		RATE FOR		RATE FOR		IRA	OVER ALL RATE	ONLY IF IRA UNDER 0.8					FISHER TEST					FISHER TEST RESULT NOTE	
		UNFAV. GROUP	FAV. GROUP	D	E			F	G	H	I	J	K	L	M	N	O		P
#	A	B	C																
1	Exec./Adm./Mnglrl.	NON-MIN	12.0%	MINORITY	9.6%														
2	Faculty	MINORITY	5.7%	NON-MIN	5.0%	0.749	5.8%	14	17	3	0.65	*							
3	Professional/Non-Fac.	NON-MIN	26.1%	MINORITY	16.6%														
4	Secretarial/Clerical	NON-MIN	20.0%	MINORITY	12.0%														
5	Techn./Paraprofessional	NON-MIN	7.1%	MINORITY	5.9%														
6	Skilled Trades	MINORITY	15.4%	NON-MIN	12.5%	0.813													
7	Service/Maintenance	NON-MIN	33.3%	MINORITY	7.5%														
TOTAL								14	17	2									

IRA WORKSHEET FOR MALE VS FEMALE % OF TERMINATION

November 4, 2016

[illegible]

J. APPENDIX J: TENURE ELIGIBILITY SURVEY

The Tenure Eligibility Survey summarizes, by department, persons eligible to be awarded tenure effective 9/1/2015.

Those eligible for tenure are defined as all members of the instructional staff who were appointed for their first full-time annual appointment in the 2008-2009 academic year and who have been reappointed continuously on a full-time annual basis in a tenure-bearing title. Individuals receiving tenure by some exception to this procedure, such as early tenure or tenure upon appointment are reported in parenthesis ().

Those receiving tenure are defined as those who met eligibility requirements and who were recommended for tenure as per the Chancellor's University Report effective 9/1/2015. Typically the recommendation was made no later than December 2014.

Individuals are reported by rank at the time of eligibility and do not report achievement of a higher rank (promotion), even if received at the same time. Any executives (such as Deans) receiving tenure are reported in their professorial title only.

The first chart is a College-wide chart, followed by individual charts for each department.

TENURE ELIGIBILITY SURVEY - COLLEGE-WIDE TOTALS

COLLEGE:

Borough of Manhattan Community College

Eligible for Tenure Effective 9/1/2015

TOTAL	Sub-Total Gender		White		Italian-American		Asian/ Native Hawaiian and OPI		American Indian/Alaska Native		Black/African American		Hispanic		Puerto Rican		Two or More Races	
	M	F	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	1	0	0	0	0	0	0	0
Associate Prof.	8	11	5	8	0	0	2	2	0	0	0	1	1	0	0	0	0	0
Assistant Prof.	2	6	1	3	0	0	0	0	0	0	1	1	0	1	0	0	0	1
Lecturer (CCE)	4	10	2	6	0	0	1	0	0	0	1	2	0	2	0	0	0	0
College Lab Techs	2	0	0	0	0	0	1	0	0	0	0	0	1	0	0	0	0	0
TOTAL	17	27	8	17	0	0	4	2	0	0	3	4	2	3	0	0	0	1

Recommended for Tenure Effective 9/1/2015

Record Early Tenure in Parenthesis: example () - and adjust total calculation accordingly

TOTAL	Sub-Total Gender		White		Italian-American		Asian/ Native Hawaiian and OPI		American Indian/Alaska Native		Black/African American		Hispanic		Puerto Rican		Two or More Races	
	M	F	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	1	0	0	0	0	0	0	0
Associate Prof.	8	11	5	8	0	0	2	2	0	0	0	1	1	0	0	0	0	0
Assistant Prof.	2	5	1	2	0	0	0	0	0	0	1	1	0	1	0	0	0	1
Lecturer (CCE)	4	10	2	6	0	0	1	0	0	0	1	2	0	2	0	0	0	0
College Lab Techs	2	0	0	0	0	0	1	0	0	0	0	0	1	0	0	0	0	0
TOTAL	17	26	8	16	0	0	4	2	0	0	3	4	2	3	0	0	0	1

TENURE ELIGIBILITY SURVEY - DEPARTMENT DETAIL

DEPARTMENT

Academic Literacy & Linguistic

Eligible for Tenure Effective 9/1/2015

TOTAL	Sub-Total Gender		White		Italian-American		Asian/ Native Hawaiian and OPI		American Indian/Alaska Native		Black/African American		Hispanic		Puerto Rican		Two or More Races	
	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor	0	0	0	0														
Associate Prof.	2	1	1	1														
Assistant Prof.	0	0	0	0														
Lecturer (CCE)	4	2	2	1	2								1					
College Lab Techs	0	0	0	0														
TOTAL	6	3	3	2	3	0	0	0	0	0	0	0	1	0	0	0	0	0

Recommended for Tenure Effective 9/1/2015

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

TOTAL	Sub-Total Gender		White		Italian-American		Asian/ Native Hawaiian and OPI		American Indian/Alaska Native		Black/African American		Hispanic		Puerto Rican		Two or More Races	
	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor	0	0	0	0														
Associate Prof.	2	1	1	1														
Assistant Prof.	0	0	0	0														
Lecturer (CCE)	4	2	2	1	2								1					
College Lab Techs	0	0	0	0														
TOTAL	6	3	3	2	3	0	0	0	0	0	0	0	1	0	0	0	0	0

TENURE ELIGIBILITY SURVEY - DEPARTMENT DETAIL

DEPARTMENT

Accounting

Eligible for Tenure Effective 9/1/2015

	TOTAL	Sub-Total Gender		White		Italian-American		Asian/ Native Hawaiian and OPI		American Indian/Alaska Native		Black/African American		Hispanic		Puerto Rican		Two or More Races	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor	0	0	0																
Associate Prof.	1	1	0	1															
Assistant Prof.	0	0	0																
Lecturer (CCE)	1	0	1									1							
College Lab Techs	0	0	0																
TOTAL	2	1	1	1	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0

Recommended for Tenure Effective 9/1/2015

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

	TOTAL	Sub-Total Gender		White		Italian-American		Asian/ Native Hawaiian and OPI		American Indian/Alaska Native		Black/African American		Hispanic		Puerto Rican		Two or More Races	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor	0	0	0																
Associate Prof.	1	1	0	1															
Assistant Prof.	0	0	0																
Lecturer (CCE)	1	0	1									1							
College Lab Techs	0	0	0																
TOTAL	2	1	1	1	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0

TENURE ELIGIBILITY SURVEY - DEPARTMENT DETAIL

DEPARTMENT

Art & Music

Eligible for Tenure Effective 9/1/2015

TOTAL	Sub-Total Gender		White		Italian-American		Asian/ Native Hawaiian and OPI		American Indian/Alaska Native		Black/African American		Hispanic		Puerto Rican		Two or More Races	
	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor	0	0	0	0														
Associate Prof.	1	0	1	1														
Assistant Prof.	0	0	0	0														
Lecturer (CCE)	0	0	0	0														
College Lab Techs	0	0	0	0														
TOTAL	1	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0

Recommended for Tenure Effective 9/1/2015

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

TOTAL	Sub-Total Gender		White		Italian-American		Asian/ Native Hawaiian and OPI		American Indian/Alaska Native		Black/African American		Hispanic		Puerto Rican		Two or More Races	
	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor	0	0	0	0														
Associate Prof.	1	0	1	1														
Assistant Prof.	0	0	0	0														
Lecturer (CCE)	0	0	0	0														
College Lab Techs	0	0	0	0														
TOTAL	1	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0

TENURE ELIGIBILITY SURVEY - DEPARTMENT DETAIL

DEPARTMENT

Business Management

Eligible for Tenure Effective 9/1/2015

	TOTAL	Sub-Total Gender		White		Italian-American		Asian/ Native Hawaiian and OPI		American Indian/Alaska Native		Black/African American		Hispanic		Puerto Rican		Two or More Races	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor	0	0	0																
Associate Prof.	1	0	1					1											
Assistant Prof.	0	0	0																
Lecturer (CCE)	0	0	0																
College Lab Techs	0	0	0																
TOTAL	1	0	1	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0

Recommended for Tenure Effective 9/1/2015

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

	TOTAL	Sub-Total Gender		White		Italian-American		Asian/ Native Hawaiian and OPI		American Indian/Alaska Native		Black/African American		Hispanic		Puerto Rican		Two or More Races	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor	0	0	0																
Associate Prof.	1	0	1					1											
Assistant Prof.	0	0	0																
Lecturer (CCE)	0	0	0																
College Lab Techs	0	0	0																
TOTAL	1	0	1	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0

TENURE ELIGIBILITY SURVEY - DEPARTMENT DETAIL

DEPARTMENT

Center for Ethnic Studies

Eligible for Tenure Effective 9/1/2015

	TOTAL	Sub-Total Gender		White		Italian-American		Asian/ Native Hawaiian and OPI		American Indian/Alaska Native		Black/African American		Hispanic		Puerto Rican		Two or More Races	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor	0	0	0																
Associate Prof.	0	0	0																
Assistant Prof.	1	1	0									1							
Lecturer (CCE)	0	0	0																
College Lab Techs	0	0	0																
TOTAL	1	1	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0

Recommended for Tenure Effective 9/1/2015

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

	TOTAL	Sub-Total Gender		White		Italian-American		Asian/ Native Hawaiian and OPI		American Indian/Alaska Native		Black/African American		Hispanic		Puerto Rican		Two or More Races	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor	0	0	0																
Associate Prof.	0	0	0																
Assistant Prof.	1	1	0									1							
Lecturer (CCE)	0	0	0																
College Lab Techs	0	0	0																
TOTAL	1	1	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0

TENURE ELIGIBILITY SURVEY - DEPARTMENT DETAIL

DEPARTMENT

English Language/Literatures

Eligible for Tenure Effective 9/1/2015

	TOTAL	Sub-Total Gender		White		Italian-American		Asian/ Native Hawaiian and OPI		American Indian/Alaska Native		Black/African American		Hispanic		Puerto Rican		Two or More Races	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor	0	0	0																
Associate Prof.	2	1	1	1	1														
Assistant Prof.	3	0	3		1							1							
Lecturer (CCE)	4	1	3	1	2									1					1
College Lab Techs	0	0	0																
TOTAL	9	2	7	2	4	0	0	0	0	0	0	0	1	0	1	0	0	0	1

Recommended for Tenure Effective 9/1/2015

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

	TOTAL	Sub-Total Gender		White		Italian-American		Asian/ Native Hawaiian and OPI		American Indian/Alaska Native		Black/African American		Hispanic		Puerto Rican		Two or More Races	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor	0	0	0																
Associate Prof.	0	0	0																
Assistant Prof.	0	0	0																
Lecturer (CCE)	0	0	0																
College Lab Techs	0	0	0																
TOTAL	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

TENURE ELIGIBILITY SURVEY - DEPARTMENT DETAIL

DEPARTMENT

Health Education

Eligible for Tenure Effective 9/1/2015

TOTAL	Sub-Total Gender		White		Italian-American		Asian/ Native Hawaiian and OPI		American Indian/Alaska Native		Black/African American		Hispanic		Puerto Rican		Two or More Races	
	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor	0	0	0	0														
Associate Prof.	1	0	1								1							
Assistant Prof.	0	0	0	0														
Lecturer (CCE)	0	0	0	0														
College Lab Techs	0	0	0	0														
TOTAL	1	0	1	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0

Recommended for Tenure Effective 9/1/2015

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

TOTAL	Sub-Total Gender		White		Italian-American		Asian/ Native Hawaiian and OPI		American Indian/Alaska Native		Black/African American		Hispanic		Puerto Rican		Two or More Races	
	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor	0	0	0	0														
Associate Prof.	0	0	0	0														
Assistant Prof.	0	0	0	0														
Lecturer (CCE)	0	0	0	0														
College Lab Techs	0	0	0	0														
TOTAL	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

TENURE ELIGIBILITY SURVEY - DEPARTMENT DETAIL

DEPARTMENT

Library

Eligible for Tenure Effective 9/1/2015

	TOTAL	Sub-Total Gender		White		Italian-American		Asian/ Native Hawaiian and OPI		American Indian/Alaska Native		Black/African American		Hispanic		Puerto Rican		Two or More Races	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor	0	0	0																
Associate Prof.	1	0	1						1										
Assistant Prof.	0	0	0																
Lecturer (CCE)	0	0	0																
College Lab Techs	0	0	0																
TOTAL	1	0	1	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0

Recommended for Tenure Effective 9/1/2015

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

	TOTAL	Sub-Total Gender		White		Italian-American		Asian/ Native Hawaiian and OPI		American Indian/Alaska Native		Black/African American		Hispanic		Puerto Rican		Two or More Races	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor	0	0	0																
Associate Prof.	1	0	1						1										
Assistant Prof.	0	0	0																
Lecturer (CCE)	0	0	0																
College Lab Techs	0	0	0																
TOTAL	1	0	1	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0

TENURE ELIGIBILITY SURVEY - DEPARTMENT DETAIL

DEPARTMENT

Mathematics

Eligible for Tenure Effective 9/1/2015

	TOTAL	Sub-Total		White		Italian-American		Asian/ Native Hawaiian and OPI		American Indian/Alaska Native		Black/African American		Hispanic		Puerto Rican		Two or More Races	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor	1	1	0									1							
Associate Prof.	4	1	3	1	3														
Assistant Prof.	0	0	0																
Lecturer (CCE)	3	2	1		1			1				1							
College Lab Techs	1	1	0					1											
TOTAL	9	5	4	1	4	0	0	2	0	0	0	2	0	0	0	0	0	0	0

Recommended for Tenure Effective 9/1/2015

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

	TOTAL	Sub-Total		White		Italian-American		Asian/ Native Hawaiian and OPI		American Indian/Alaska Native		Black/African American		Hispanic		Puerto Rican		Two or More Races	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor	1	1	0									1							
Associate Prof.	4	1	3	1	3														
Assistant Prof.	0	0	0																
Lecturer (CCE)	3	2	1		1			1				1							
College Lab Techs	1	1	0					1											
TOTAL	9	5	4	1	4	0	0	2	0	0	0	2	0	0	0	0	0	0	0

TENURE ELIGIBILITY SURVEY - DEPARTMENT DETAIL

DEPARTMENT

Modern Languages

Eligible for Tenure Effective 9/1/2015

TOTAL	Sub-Total Gender		White		Italian-American		Asian/ Native Hawaiian and OPI		American Indian/Alaska Native		Black/African American		Hispanic		Puerto Rican		Two or More Races	
	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor	0	0	0	0														
Associate Prof.	0	0	0	0														
Assistant Prof.	1	0	1										1					
Lecturer (CCE)	0	0	0	0														
College Lab Techs	0	0	0	0														
TOTAL	1	0	1	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0

Recommended for Tenure Effective 9/1/2015

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

TOTAL	Sub-Total Gender		White		Italian-American		Asian/ Native Hawaiian and OPI		American Indian/Alaska Native		Black/African American		Hispanic		Puerto Rican		Two or More Races	
	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor	0	0	0	0														
Associate Prof.	0	0	0	0														
Assistant Prof.	1	0	1										1					
Lecturer (CCE)	0	0	0	0														
College Lab Techs	0	0	0	0														
TOTAL	1	0	1	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0

TENURE ELIGIBILITY SURVEY - DEPARTMENT DETAIL

DEPARTMENT

Nursing

Eligible for Tenure Effective 9/1/2015

	TOTAL	Sub-Total Gender		White		Italian-American		Asian/ Native Hawaiian and OPI		American Indian/Alaska Native		Black/African American		Hispanic		Puerto Rican		Two or More Races	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor	0	0	0																
Associate Prof.	0	0	0																
Assistant Prof.	0	0	0																
Lecturer (CCE)	0	0	0																
College Lab Techs	1	1	0											1					
TOTAL	1	1	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0

Recommended for Tenure Effective 9/1/2015

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

	TOTAL	Sub-Total Gender		White		Italian-American		Asian/ Native Hawaiian and OPI		American Indian/Alaska Native		Black/African American		Hispanic		Puerto Rican		Two or More Races	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor	0	0	0																
Associate Prof.	0	0	0																
Assistant Prof.	0	0	0																
Lecturer (CCE)	0	0	0																
College Lab Techs	1	1	0											1					
TOTAL	1	1	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0

TENURE ELIGIBILITY SURVEY - DEPARTMENT DETAIL

DEPARTMENT

Science

Eligible for Tenure Effective 9/1/2015

	TOTAL	Sub-Total Gender		White		Italian-American		Asian/ Native Hawaiian and OPI		American Indian/Alaska Native		Black/African American		Hispanic		Puerto Rican		Two or More Races	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor	0	0	0																
Associate Prof.	2	2	0	1				1											
Assistant Prof.	0	0	0																
Lecturer (CCE)	0	0	0																
College Lab Techs	0	0	0																
TOTAL	2	2	0	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0

Recommended for Tenure Effective 9/1/2015

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

	TOTAL	Sub-Total Gender		White		Italian-American		Asian/ Native Hawaiian and OPI		American Indian/Alaska Native		Black/African American		Hispanic		Puerto Rican		Two or More Races	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor	0	0	0																
Associate Prof.	2	2	0	1				1											
Assistant Prof.	0	0	0																
Lecturer (CCE)	0	0	0																
College Lab Techs	0	0	0																
TOTAL	2	2	0	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0

TENURE ELIGIBILITY SURVEY - DEPARTMENT DETAIL

DEPARTMENT

Social Science

Eligible for Tenure Effective 9/1/2015

	TOTAL	Sub-Total Gender		White		Italian-American		Asian/ Native Hawaiian and OPI		American Indian/Alaska Native		Black/African American		Hispanic		Puerto Rican		Two or More Races	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor	0	0	0																
Associate Prof.	3	2	1		1			1											
Assistant Prof.	3	1	2	1	2									1					
Lecturer (CCE)	0	0	0																
College Lab Techs	0	0	0																
TOTAL	6	3	3	1	3	0	0	1	0	0	0	0	0	1	0	0	0	0	0

Recommended for Tenure Effective 9/1/2015

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

	TOTAL	Sub-Total Gender		White		Italian-American		Asian/ Native Hawaiian and OPI		American Indian/Alaska Native		Black/African American		Hispanic		Puerto Rican		Two or More Races	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor	0	0	0																
Associate Prof.	3	2	1		1			1											
Assistant Prof.	2	1	1	1	1									1					
Lecturer (CCE)	0	0	0																
College Lab Techs	0	0	0																
TOTAL	5	3	2	1	2	0	0	1	0	0	0	0	0	1	0	0	0	0	0

TENURE ELIGIBILITY SURVEY - DEPARTMENT DETAIL

DEPARTMENT

Speech/Communication/Theatre Arts

Eligible for Tenure Effective 9/1/2015

TOTAL	Sub-Total Gender		White		Italian-American		Asian/ Native Hawaiian and OPI		American Indian/Alaska Native		Black/African American		Hispanic		Puerto Rican		Two or More Races	
	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor	0	0	0	0														
Associate Prof.	1	0	1	1														
Assistant Prof.	0	0	0	0														
Lecturer (CCE)	2	0	2	1							1							
College Lab Techs	0	0	0	0														
TOTAL	3	0	3	2	0	0	0	0	0	0	1	0	0	0	0	0	0	0

Recommended for Tenure Effective 9/1/2015

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

TOTAL	Sub-Total Gender		White		Italian-American		Asian/ Native Hawaiian and OPI		American Indian/Alaska Native		Black/African American		Hispanic		Puerto Rican		Two or More Races	
	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor	0	0	0	0														
Associate Prof.	1	0	1	1														
Assistant Prof.	0	0	0	0														
Lecturer (CCE)	2	0	2	1							1							
College Lab Techs	0	0	0	0														
TOTAL	3	0	3	2	0	0	0	0	0	0	1	0	0	0	0	0	0	0

**K. APPENDIX
PRACTICES**

K: COMPENSATION

APPENDIX K

The University manages a number of pay plans with different features: Executive Compensation Plan (ECP), Faculty and Non-Teaching Instructional Staff, and Classified Civil Service (plans for managers and staff).

BMCC conducts an annual review of employee compensation. The results of this review will be reviewed with senior management before the end of the fall 2016 semester. At this review, the Chief Diversity Officer and Human Resources Director will discuss the specific findings as well as compensation best practices with members of the President's Cabinet.

We reviewed salary organized by Affirmative Action Unit (AAU) within EEO-1 category. Categories are broken down further into Title (Administrators) or Title and Discipline (Faculty). Generally, any area in which there is a pay discrepancy on the basis of race or gender exceeding 5% is flagged for review of the pay of individual incumbents.

The College has developed and documented the following policies and guidelines for effective compensation management.

- Performance Appraisal/Setting of Merit Increases and Pay Increases upon Promotion
 - Guidelines for performance appraisal and recommendations of discretionary pay increases are established by University management, subject to requirements established by civil service regulations, government mandates and bargaining unit agreements. These vary according to title and job function.
 - All recommendations for pay increases for Executives are reviewed by University management.
 - Faculty receive a discretionary salary step adjustment when they are promoted to a higher professorial title line. To be promoted, the promotion has to have been reviewed by the department and college-wide P&B, and approved by the President.
 - Recommendations for discretionary pay increases for classified civil service staff are limited due to Civil Service regulations and bargaining unit agreements. In those cases where discretionary pay increases are permitted, the recommendation for a pay adjustment is also submitted to the college's Staff Review Committee.

Setting of Starting Salaries

- Guidelines for starting salary recommendations are established by University management, subject to requirements established by civil service regulation, government mandates, budget sufficiency, and bargaining unit agreements. These vary according to employee titles and job functions.
- Starting salaries for Executives are subject to guidelines established by the University and approved by the New York State legislature. Executive starting salaries are limited to a pre-established pay range and are reviewed by University Management. Exceptions to policy require additional justification.
- Faculty and administrators' starting salaries are set within pre-established ranges in bargaining unit agreements.

- Classified civil service starting salaries are strictly limited due to regulation; in most cases the requirement is that all individuals starting in a civil service title are paid the minimum in the range, or the minimum step for that title.

Evaluation of compensation decisions to assure compliance are reviewed by the Staff Review Committee.

Document Retention. Document Retention is governed by the CUNY Records Retention and Disposition Schedule (2007). Section 1(310) requires summary personnel records to be retained indefinitely and detailed records, including items such as performance appraisals, be retained for six years following employee resignation/termination. Section 32(333) requires that job classification decisions related to individual employees be retained for ten years. The College has adopted the following policies and guidelines for managing additional elements of pay.

Bonuses. Bonuses are generally limited to Executives and members of the Classified Managerial service. There is a prescribed procedure for each group developed by the University, in which all eligible incumbents are considered for bonuses at the same point in time. All bonus awards must be justified in a completed performance appraisal. For this program year, the College did not pay bonuses to employees under these plans. Where bonuses were paid, they were reviewed.

Perquisites. Perquisites offered to Executives other than the College President are outlined in the University's Executive Compensation Plan. All executives at a given title or level are offered equivalent perquisites.

Stock. As a government employer, CUNY does not offer stock or equity to any employee.

Overtime and Additional Assignments.

- For those job titles where overtime is assigned, all overtime must be approved in advance by the manager of the employee's department. Due to necessary fiscal controls, overtime assignments are discouraged and rarely used for instructional non-teaching staff. Quarterly reports of such overtime are kept by the college. Overtime for Blue Collar employees are kept on tracking sheets and is offered on a rotating basis based on seniority.
- CUNY has established rules for multiple appointments (assignments) which are outlined in CUNY's "Multiple Position Policy" and apply equally to all incumbents in a given title.

Differentials. All differentials are available to all incumbents in a given title and are based on factors such as time in service, specific work schedules (such as nights or weekends), specific assignments (such as K-9 patrol for security guards), and degrees/certifications. These conditions are detailed in individual bargaining unit agreements and apply to all incumbents in the respective titles or units.

Payments upon Severance or Retirement.

- Executives receive payments upon severance or retirement based on years of service in the Executive ranks, which are applied to all Executive titles. Severance provisions are documented in the Executive Compensation Plan developed by the University and described above.

- Faculty, Instructional Staff, and some Classified staff receive terminal payments upon retirement based on a combination of age, overall years of CUNY service, years of service in the title from which the employee retires, and/or the amount of unused accrued sick leave. These rules are established in bargaining unit agreements and Civil Service Policy Bulletins and apply equally to all incumbents in respective titles.

**L. APPENDIX L: BENCHMARK
COMPARISONS FOR VETERANS AND
INDIVIDUALS WITH DISABILITIES**

APPENDIX L: BENCHMARK COMPARISONS FOR VETERANS AND INDIVIDUALS WITH DISABILITIES

1. Veterans Hiring Benchmark

The hiring rate calculated below is compared with the rate established by the US Department of Labor for 2016 (6.9%).

Factor	2015 – 2016	2014 – 2015	2013 – 2014
A. Number of applicants who self-identify as protected veterans before an offer of employment is made	329	Transitional Year	N/A (Prior to Transition)
B. Total number of job openings	92**		
C. Total number of jobs filled	102		
D. Total number of applicants for all jobs	17,639		
E. Number of protected veteran applicants hired	1		
F. Total number of applicants hired	102		
Hiring rate (E divided by D)	5.67%		

2. Hiring Data, Individuals with Disabilities

There currently is no recommended hiring benchmark for individuals with disabilities.

Factor	2015 – 2016	2014 – 2015	2013-2014
A. Number of applicants who self-identify as individuals with disabilities before an offer of employment is made	615	Transitional Year	N/A (Prior to Transition)
B. Total number of job openings	92**		
C. Total number of jobs filled	102		
D. Total number of applicants for all jobs	17,639		
E. Number of applicants who identified as Individuals with Disabilities	2		
F. Total number of applicants hired	102		

** Reflects number of job searches. Please note that certain searches were for multiple openings.

3. Utilization Benchmarks, Individuals with Disabilities

Utilization benchmarks at the Job Group level are compared with the utilization goal established by the US Department of Labor (7%).

Job Group	Affirmative Action Unit	Total Employees	Total Number of Employees with Disabilities in Job Group	Utilization Rate of Individuals with Disabilities in Job Group	Under-utilized? (Y/N)	Change from Prior Year
Executive/ Administrative/ Managerial	Administration I	20	0	1	Y	Transitional Year
	Administration II	92	0	6	Y	
	Administration V	0	0	0	N	
	Computer Systems Manager	0	0	0	N	
	Chief Admin Supt of Buildings and Grounds	1	0	0	N	
	Admin Supt of Buildings and Grounds	3	0	0	N	
	Security Director	5	0	0	N	
	Architect/Engineering Manager	0	0	0	N	
Faculty	Professorial	445	4	29	Y	
	Non-Professorial Lecturer	73	1	1	Y	
	Non-Professorial Instructor	45	2	5	Y	
Professional Non-Faculty	Administration III	185	3	10	Y	
	Disability Accommodation Specialist	1	0	0	N	
	Nurse	1	0	0	N	
Technical/ Paraprofessional	Administration IV	35	0	0	N	
	Accountant	3	0	0	N	
	Accountant Assistants	15	0	1	Y	
	Broadcasting/Media	1	0	0	N	
	Computer Specialists	37	0	3	Y	
	Engineer Technicians	1	0	0	N	
	Media/Print Shop	7	0	1	Y	
Secretarial/ Clerical	CUNY Administrative Assistant	9	0	0	N	
	CUNY Office Assistant	87	0	6	Y	
	Mail Message Services Worker	6	0	0	N	

Skilled Trades/Crafts	Skilled Trades/Crafts Supervisory	59	0	4	Y	
	Skilled Trades/Crafts, Non-Supervisory	3	0	0	N	
Service/Maintenance	Campus Peace/Security Officer L1	68	0	5	Y	
	Campus Peace/Security Officer L2	0	0	0	N	
	Campus Public Safety Sergeant	12	0	1	Y	
	Custodial Assistant	59	0	4	Y	
	Custodial Supervisory	14	0	1	Y	
	Basic Crafts/Buildings and Grounds	4	0	0	N	

M. APPENDIX M: VETS 4212 REPORT

Federal Contractor Veterans' Employment Report (VETS-4212)

WHO MUST FILE: This VETS-4212 Report is to be completed by all nonexempt Federal contractors and subcontractors with a contract or subcontract in the amount of \$150,000 or more with any department or agency of the United States for the procurement of personal property or non-personal services. Services include but are not limited to the following services: utility, construction, transportation, research, insurance, and fund depository, irrespective of whether the government is the purchaser or seller. Entering into a covered Federal contract or subcontract during a given calendar year establishes the requirement to file a VETS-4212 Report during the following calendar year.

WHEN TO FILE: This annual report must be filed no later than September 30.

LEGAL BASIS FOR REPORTING REQUIREMENTS: Title 38, United States Code, Section 4212(d) mandates that Federal contractors and subcontractors subject to the statute's affirmative action provisions in 38 U.S.C. 4212(a) report, at least annually, the number of employees in their workforces by job category and hiring location, and the number of such employees, by job category and hiring location, who are qualified protected veterans. In addition, Federal contractors and subcontractors must report the total number of new hires during the period covered by the report and the number of such new hires who are qualified protected veterans. Further, Federal contractors and subcontractors must report on the maximum and minimum number of employees during the period covered by the report. The Department of Labor's Veterans' Employment and Training Service (VETS) has promulgated regulations found at 41 CFR part 61-300 to implement the reporting requirements of 38 U.S.C. 4212(d). The regulations require contractors and subcontractors to file the VETS-4212 Report to comply with the requirements of 38 U.S.C. 4212(d). The regulations in 41 CFR part 61-300 can be found at http://www.dol.gov/dol/cfr/Title_41/Chapter_61.htm.

HOW TO FILE THE VETS-4212 REPORT: The preferred method for filing VETS-4212 Reports is electronically through the VETS web-based filing system. Instructions for electronically filing the VETS-4212 Report are found on the VETS website at <http://www.dol.gov/vets/vets4212.htm>. Alternative filing methods are described below in these instructions.

Single Establishment Employers: Employers doing business at one hiring location may complete and submit a single VETS-4212 Report using the web-based filing system, or submit a single paper version of the VETS-4212 Report, as described below under Alternative Filing Methods.

Multi-Establishment Employers: Employers doing business at more than one hiring location, must file: (A) a VETS-4212 Report covering the principal or headquarters office; (B) a separate VETS-4212 Report for each hiring location employing 50 or more persons; and (C) EITHER, (i) a separate VETS-4212 Report for each hiring location employing fewer than 50 persons, OR (ii) consolidated reports that cover hiring locations within one State that have fewer than 50 employees. Multi-establishment employers doing business at more than 10 locations must submit their VETS-4212 Reports in the form of an electronic data file that complies with current Department of Labor specifications for the format of these records, and any other specifications established by the Department for the applicable reporting year. Multi-establishment employers with fewer than 10 hiring locations are strongly encouraged to submit their VETS-4212 Reports in the form of an electronic data file, but are not required to do so. In these cases, state consolidated reports count as one location each. VETS-4212 Reports in the form of electronic data files may be submitted through the web-based filing system. Electronic data files also may be transmitted electronically as an e-mail attachment (if they do not exceed the size stated in the specifications), or submitted on compact discs or other electronic storage media.

ALTERNATIVE FILING METHODS: The VETS-4212 Report may also be filed in paper format. Reporting organizations may download a paper version of the VETS-4212 Report from the VETS website at <http://www.dol.gov/vets/vets4212.htm> or send a written request for the paper version of the VETS-4212 Report to: Office of the Assistant Secretary for Veterans' Employment and Training, U.S. Department of Labor, 200 Constitution Avenue, NW, Room S-1325, Washington, DC 20210, Attn: VETS-4212 Report Form Request.

WHERE TO FILE: VETS-4212 Reports in paper format or electronic data files on compact discs or other electronic storage media may be delivered by U.S. mail or courier delivery service to: Veterans' Employment and Training Service, c/o Department of Labor National Contact Center, 15000 Conference Center Drive, Suite B0132, Chantilly, VA 20194. Paper copies of the VETS-4212 Reports and electronic data files (if they do not exceed the size stated in the specifications) also may be sent as e-mail attachments to: VETS4212-customersupport@dol.gov

HOW TO PREPARE THE VETS-4212 REPORT: All fields and answers to questions in all areas of the VETS-4212 Report are mandatory unless otherwise specified below. If the multi-establishment employer has hiring locations employing fewer than 50 persons, the employer may file separate reports for each hiring location or consolidated reports that cover multiple hiring locations within one state.

Type of Reporting Organization: Indicate the type of contractual relationship (prime contractor or subcontractor) that the organization has with the Federal Government. If the organization serves as both a prime contractor and a subcontractor on various federal contracts, check both boxes. If a reporting organization submits only one VETS-4212 Report for a single location, check the Single Establishment box. If the reporting organization submits more than one VETS-4212 Report, one report should be checked as Multiple Establishment-Headquarters. The remaining VETS-4212 Reports should be checked as either Multiple Establishment-Hiring Location or Multiple Establishment-State Consolidated. For state consolidated reports, the number of hiring locations included in that report should be entered in the space provided. For each report, only one box should be checked within this block.

Company Identification Information: . Please note: If a Federal Contractor Report has been filed in the past, you need to utilize the company number assigned in previously submitted reports. If a company number is not available please leave the field blank. If there are any questions regarding a Company Number, please call the VETS-4212 Customer Support Center at (866) 237-0275 or e-mail VETS4212-customersupport@dol.gov.

Twelve Month Period Ending: Enter the end date for the twelve month reporting period used as the basis for filing the VETS-4212 Report. To determine this period, select a date in the current year between July 1 and August 31 that represents the end of a payroll period. The selected date will be the basis for reporting the Number of Employees, as described below. The twelve-month period preceding that date is your twelve-month covered period. This period is the basis for reporting New Hires, as described below. Any Federal contractor or subcontractor that has written approval from the Equal Employment Opportunity Commission to use December 31 as the ending date for the EEO-1 Report may also use that date as the ending date for the payroll period selected for the VETS-4212 Report.

Name and Address for Single Establishment Employers: Complete the identifying information under the Parent Company name and address section.

Name and Address for Multi-Establishment Employers: For parent company headquarters location, complete the name and address for the parent company headquarters and leave blank the name and address of the Hiring Location. For hiring locations of a parent company, complete the address for the Parent Company location, complete the name and address for the Hiring Location.

NAICS Code, DUNS Number, and Employer ID Number: Single Establishment and Multi-Establishment Employers must complete the North American Industry Classification System (NAICS) Code, Dun and Bradstreet I.D. Number (DUNS), and Employer Identification Number (EIN) as described below:

- **NAICS Code:** Enter the six (6) digit NAICS Code applicable to the hiring location for which the report is filed. If there is not a separate NAICS Code for the hiring location, enter the NAICS Code for the Parent Company.
- **DUNS Number:** If there is a specific Dun and Bradstreet Identification applicable to the hiring location for which the report is filed, please enter the nine (9) digit in the space provided. If the hiring location does not have a DUNS Number, enter the DUNS number for the Parent Company. If an appropriate DUNS Number cannot be identified, leave this field blank.
- **Employer I.D. Number (EIN):** Enter the nine (9) digit number assigned by the I.R.S. to the contractor. If there is a specific EIN applicable to the hiring location for which the report is filed, enter that EIN. Otherwise, enter the EIN for the Parent Company.

Number of Employees: Report the total number of employees who are protected veterans for each of the 10 occupational categories (Lines 1.1 through 9) in column A. Report the total number of employees, including protected veterans, for each of the 10 occupational categories (Lines 1.1 through 9) in column B. Blank spaces will be considered zeros.

New Hires (Previous 12 Months): Report the total number of employees who were hired and included in the payroll for the first time during the 12-month period preceding the ending date of the selected payroll period. Report the total number of new hires who are protected veterans in column C. Report the total number of new hires, including protected veterans, in column D. Providing new hire data for each of the occupational categories (columns C and D, lines 1.1 through 9) is optional. Blank spaces will be considered zeros.

Maximum/Minimum Employees: Report the maximum and minimum number of employees on board during the twelve-month period covered by this report, as indicated by 41 CFR 61-300.10(a)(3).

DEFINITIONS:

'Employee' – means any individual on the payroll of an employer who is an employee for purposes of the employer's withholding of Social Security taxes except insurance sales agents who are considered to be employees for such purposes solely because of the provisions of 26 U.S.C. 3121 (d)(3)(B) (the Internal Revenue Code). Part-time employees and leased employees are included in the definition of 'employee.' The definition does not include persons hired on a casual basis for a specific job (e.g., persons at a construction site whose employment relationship is expected to terminate with the end of the employee's work at the site); persons employed temporarily in an industry other than construction who are hired through a hiring hall or some other referral arrangement; or persons on the payroll of an employment agency who are referred by such agency for work to be performed on the premises of another employer under that employer's direction and control, as provided in 41 CFR 61-300.2(b)(5).

'Hiring location' – means an establishment as defined at 41 CFR 61-300.2(b)(6).

'Job Categories' – means any of the following: Officials and Managers (Executive/Senior Level Officials and Managers and First/Mid-Level Officials and Managers), Professionals, Technicians, Sales Workers, Administrative Support Workers, Craft Workers, Operatives, Laborers and Helpers, and Service Workers and are defined in 41 CFR 61-300.2(b)(7).

'Protected Veteran' – means a veteran who is protected under the nondiscrimination and affirmative action provisions of the Vietnam Veterans' Readjustment Assistance Act, 38 U.S.C. 4212; specifically a veteran who may be classified as an active duty wartime or campaign badge veteran, disabled veteran, Armed Forces service medal veteran, or recently separated veteran,

- **'Active duty wartime or campaign badge Veteran'** – means a veteran who served on active duty in the U.S. military, ground, naval or air service during a war or in a campaign or expedition for which a campaign badge has been authorized under the laws administered by the Department of Defense.
- **'Armed Forces Service Medal Veteran'** – means any veteran who, while serving on active duty in the U.S. military, ground, naval or air service, participated in a United States military operation for which an Armed Forces service medal was awarded pursuant to Executive Order 12985 (61 FR 1209, 3 CFR, 1996 Comp., p. 159).
- **'Disabled Veteran'** – means (1) A veteran of the U.S. military, ground, naval or air service who is entitled to compensation (or who but for the receipt of military retired pay would be entitled to compensation) under laws administered by the Secretary of Veterans Affairs, or (2) A person who was discharged or released from active duty because of a service-connected disability.
- **'Recently Separated Veteran'** – means a veteran during the three-year period beginning on the date of such veteran's discharge or release from active duty in the U.S. military, ground, naval or air service.

RECORD KEEPING: Employers must keep a copy of the completed annual VETS-4212 Report(s) submitted to DOL for a period of three years.

Public Burden Statement: Public reporting burden for this collection is estimated to average 20 minutes per location to make an electronic filing and 40 minutes per location to make a paper filing, including the time for reviewing instructions, searching existing data source, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden to the Department of Labor, Veterans' Employment and Training Service, Office of Information Management, Room N-1316, 200 Constitution Avenue, NW, Washington D.C. 20210 or electronically transmitted to VETS4212-customersupport@dol.gov All completed VETS-4212 Reports should be sent to the address indicated on the front of the form. See actual VETS-4212 Report for additional disclosures.

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 Office of Compliance and Diversity, located at 199 Chambers Street, Room S701k, New York, NY 10007. Interested persons should contact Chief Diversity Office Odelia Levy at (212)220-1236 or OLevy@bmcc.cuny.edu for assistance.