THE CITY COLLEGE OF NEW YORK 2020-2021 ITALIAN AMERICAN PLAN

Affirmative Action Plans covering Minorities and Women (Executive Order 11246), Individuals with Disabilities (Section 503) and Protected Veterans (VEVRAA)

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This plan is available for review at:

160 Convent Avenue

Shepard Hall – 109A-D

9:00 AM – 5:00 PM

The City College of New York

CUNY THE CITY UNIVERSITY OF NEW YORK

Table of Contents

Appendices follow this document and pages, numbered separately.

PART ONE: INTRODUCTION AND BACKGROUND

This report is an annual update of the Affirmative Action Plan (AAP) for federal contractors. This unit is one of CUNY's 28 Affirmative Action establishments. The US Department of Labor's Office of Federal Contract Compliance Programs (OFCCP) oversees Affirmative Action Plan requirements for federal contractors. Some aspects of this plan also reflect state and local regulations, guidelines for public entities, and resolutions of the CUNY Board of Trustees. In particular, this plan reflects requirements for implementing:

- Presidential Executive Order 11246, for women and federally protected racial/ethnic groups

- Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended, for protected Veterans

- Section 503 of the Rehabilitation Act of 1973, as amended, for Individuals with Disabilities.

The plan reflects the following timeframes:

Employee Census Date:	June 1, 2020
Reporting Year:	June 1, 2019–May 31, 2020
Program Year:	September 1, 2020–August 31, 2021.

Given this year's disruptions due to the 2020 COVID-19 outbreak, we experienced challenges in implementing last year's plan and in completing this year's plan, as discussed later in this report.

These hyperlinks provide highlights:

Impact of 2020 Events
Summary of Workforce by Job Group; Summary by Tenure Status
Summary of Underutilization and Goals
Action-Oriented Programs for Females and Minorities
Hiring Rates, Individuals with Disabilities and Veterans
Planned Outreach for Individuals with Disabilities and Veterans

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

We produce a separate Affirmative Action Plan for Italian Americans. CUNY's Chancellor designated Italian Americans as a protected group in 1976.

Web links, confirmed as of June 2020, are subject to change.

OVERVIEW

Location, Degrees, Accreditation

The City College of New York (CCNY), located at 160 Convent Avenue, New York, New York 10031, the first college of The City University of New York (CUNY), is a comprehensive teaching, research, and service institution that offers a rich program of undergraduate, master's and doctoral study through its various schools and divisions.

The College of Liberal Arts and Science comprises the:
• Division of Humanities and the Arts
• Division of Science
• Division of Social Science
• Division of Interdisciplinary Studies at the Center for Worker Education

The Professional Schools are the:
• Bernard and Anne Spitzer School of Architecture
• School of Education
• Grove School of Engineering
• Sophie Davis School of Biomedical Education
• CUNY School of Medicine

All degree programs are registered by the New York State Department of Education. The College is regionally accredited by the Middle States Commission on Higher Education. Additionally, professional curricula are accredited by the appropriate professional educational agency or board including the Accreditation Board for Engineering and Technology (ABET), National Architectural Accrediting Board and the National Council for Accreditation of Teacher
Education. The college offers the following degrees:
• Bachelor of Arts
• Bachelor of Science
• Bachelor of Engineering
• Bachelor of Science in Education
• Bachelor of Fine Arts
• Bachelor of Architecture
• Various masters and combined B.A./M.A. degrees

In August 2008, the State of New York granted CCNY the authority to offer Ph.D. degrees in Engineering as well as joint degrees in Science with the CUNY Graduate Center.

In July 2014, the College announced the creation of the CUNY School of Medicine in partnership with St. Barnabas Hospital. The School of Medicine opened in the Fall 2016, and expanded the Sophie Davis School of Biomedical Education.

History

Founded in 1847 as The Free Academy, CCNY was one of the great experiments of the young American democracy. At the urging of School Board President Townsend Harris, New York established a school to provide access to higher education for bright young men from working class and immigrant families who could not afford private college. Now over 160 years later, the experiment remains an overwhelming success. CCNY's enrollment of more than 16,000 students ranges from recent high school graduates to working adults, from immigrants to natives, encompassing the poor as well as the middle class.

In Fall 2007, there were 90 foreign languages spoken on campus, which has been ranked by US News and World Report as one of the most diverse college campuses in the nation. Behind this student success is a faculty committed to academic excellence and research. More than 85% of CCNY professors have earned the highest degrees in their field. The faculty includes winners of Fulbright scholarships, Guggenheim fellowships, MacArthur "Genius" awards, Pulitzers, Emmys, Grammys and National Book Awards. Nine faculty members hold 12 memberships in the three national scientific academies: The National Academy of Science, The National Academy of Engineering and The Institute of Medicine.

Mission

"Open the doors to all. Let the children of the rich and the poor take their seats together and know of no distinction save that of industry, good conduct, and intellect." Townsend Harris, Founder, 1847.

The College provides a diverse student body with opportunities to achieve academically, creatively, and professionally in the liberal arts and sciences and in professional fields such as engineering, education, architecture, and biomedical education. The College is committed to fostering student---centered education and advancing knowledge through scholarly research. As a public university with public purposes, it also seeks to contribute to the cultural, social, and economic life of New York.

ORGANIZATION CHART

Appendix A displays an organization chart.

RELEVANT POLICIES

As a unit of The City University of New York (CUNY), we adhere to federal, state, and city laws and regulations on non-discrimination and affirmative action, including: Executive Order 11246, as amended, Titles VI and VII of the Civil Rights Act of 1964, Title IX of the Education

Amendments of 1972, Sections 503 and 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, Section 402 of the Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended, the Equal Pay Act of 1963, the Age Discrimination in Employment Act of 1967, as amended, the Age Discrimination Act of 1975, New York State Human Rights Law and New York City Human Rights Law.

Protected groups, delineated in Executive Order 11246 and updates are American Indian or Alaska Native, Asian, Black or African American, Hispanic or Latino, Native Hawaiian or Other Pacific Islander, Two or More Races, and Women. Additionally, the Chancellor of CUNY designated Italian Americans as a protected group in 1976 and CUNY prepares a separate Italian American Affirmative Action Plan.

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

[Click for CUNY's Policies (https://www.cuny.edu/about/administration/offices/hr/policies-and-procedures.html)](https://www.cuny.edu/about/administration/offices/hr/policies-and-procedures.html)

Equal Opportunity and Non-Discrimination Policy

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

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

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

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

Affirmative Action Policy

CUNY's original Affirmative Action Policy of May 28, 1985 is part of its Manual of General Policy.

ARTICLE V FACULTY, STAFF AND ADMINISTRATION

Policy 5.04 - Affirmative Action:

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

Sexual Misconduct Policy

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

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

Defining conduct that constitutes prohibited Sexual Misconduct;

Providing clear guidelines for students, employees and visitors on how to report incidents of Sexual Misconduct and a commitment that any complaints will be handled respectfully;

Promptly responding to and investigating allegations of Sexual Misconduct, pursuing disciplinary action when appropriate, referring the incident to local law enforcement when appropriate, and taking action to investigate and address any allegations of retaliation;

Providing ongoing assistance and support to students and employees who make allegations of Sexual Misconduct;

Providing awareness and prevention information on Sexual Misconduct, including widely disseminating this policy, as well as a "students' bill of rights" and implementing training and educational programs on Sexual Misconduct to college constituencies; and

Gathering and analyzing information and data that will be reviewed in order to improve safety, reporting, responsiveness and the resolution of incidents.

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

Other important policies are available using the links below.

[CUNY Campus and Workplace Violence Policy](#) addresses workplace violence.

[CUNY Domestic Violence and the Workplace Policy](#) addresses domestic violence in or affecting employees in the workplace.

[CUNY Procedures for Implementing Reasonable Accommodations and Academic Adjustments](#) addresses CUNY process for responding to requests for reasonable accommodations or academic adjustments.

CUNY campuses also report crime statistics, including statistics relating to sexual violence under the federal Jeanne Clery Act. Information is available from the Office of Public Safety (list name of office and/or https://www.ccny.cuny.edu/safety/contact-us. (212) 650-7991. PUBLICSAFETY@CCNY.CUNY.EDU. Executive Director, Pat Morena (212) 650-7997 pmorena@ccny.cuny.edu.

Other Policies

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

Management reaffirms the non-discrimination policy annually. The most recently released reaffirmation letter, issued on (date), is shown in **Appendix B.**

RESPONSIBILITY FOR IMPLEMENTATION

While the entire community participates in promoting diversity and inclusion, we have assigned certain responsibilities.

The President

The President, Vincent Boudreau, oversees Affirmative Action and diversity programs to assure compliance with federal, state, and city laws, rules and regulations and university policies, and:

- Designates personnel to manage Affirmative Action, diversity, and compliance efforts, including a Chief Diversity Officer (CDO), 504/Americans with Disabilities Act (ADA) Coordinator and Title IX Coordinator

- Ensures responsible personnel have authority, staffing, and other resources to fulfill their assigned responsibilities

- Communicates a commitment to equal employment opportunity and issues an annual

reaffirmation in support of affirmative action, diversity and equal opportunity

- Approves and releases required reports, including this Affirmative Action Plan.

Chief Diversity Officer

The President designated Diana Cuozzo as Chief Diversity Officer (CDO) and Responsible Official who:

- Provides confidential consultation for, investigates and resolves discrimination/harassment complaints

- Distributes relevant policies, notices and revisions, and assures integration into training programs, search committee orientations, websites, and other media

- Evaluates the impact of Affirmative Action programs and initiatives

- Prepares and communicates Affirmative Action Plan reports

- Consults with hiring teams and managers on recruitment and selection, overseeing recruitment plans and effective recruitment/selection strategies to promote a diverse workforce

- Participates in CUNY initiatives promoting diversity and inclusion.

Officials

Executives, department chairpersons, managers, and supervisors are critical partners in Equal Employment and Affirmative Action programs. They help ensure compliance with regulations and policies, foster an inclusive environment, and help develop and implement the Affirmative Action Plan.

Committee(s) on Diversity and Inclusion

A standing committee advises the President on diversity and affirmative action, reviews the impact of policies on the governance plan, develops and implements strategic diversity plans, and promotes programs to reflect pluralistic values and goals.

Committee members in this past year were (names and titles).

- Carlos Aguasaco - Associate Professor
- Venesa Alicea - Adjunct Assistant Professor; CCNY SSA Architect Licensing Advisor
- Karin Block - Associate Professor
- Peter Brass - Ombudsman
- Nancy Cardwell - Assistant Professor
- Doris Cintron – Associate Senior Provost

- Cornel Clarke - Associate Director of Labor Relations
- Diana Cuozzo - Chief Diversity Officer
- Marit Dewhurst - Assistant Professor of Art and Museum Education; Director of Art Education
- Sophia English - Psychological Counselor: Confidential Advocate
- Joseph Fantozzi - Director
- Rondell Goppy - Crime Prevention Specialist
- Doris Grasserbauer – Director of Multi-media Center
- Amita Gupta – Department Chair
- Leonard Lewis - Director, Learning and Technology Resource Center
- Joseph Logiudice - Director, AccessAbility Center/Student Disability Services
- Jennifer Lutton - Coordinator of National Scholarships/ Fellowships
- Graciano Matos – Laboratory Hygiene Officer
- Kathlene Mcdonald - Department Chair
- Katherine J. Mendis - Clinical Professor
- Renata-kobetts Miller – Deputy Dean
- Michael Miller – Director of Operations
- Marie Nazon – Counselor, Professor
- Pauline Pabon - Assistant Director for Graduate Studies
- Kaliris Salas-Ramirez – Assistant Medical Professor
- Joy Richards - Senior Academic Adviser
- Marlene Camacho-Rivera - Assistant Medical Professor
- Nilda Sanchez-Rodriguez - Assistant Professor, Division Chief, Architecture Library
- Jasmin Salcedo - Gender Resources Social Worker
- Herbert Seignoret - Academic Advisor
- Yaari Felber-Seligman - Assistant Professor
- Tamara Smalling – Affirmative Action Specialist
- Erica Stephen - HR Generalist
- Juan Vazquez – Internship Manager
- Rosemarie Wesson - Associate Dean
- Bryan Wigfall – Student
- June Williamson - Professor
- Erica Wszolek - Executive Associate to the Dean

From the general list on Diversity and Inclusion above, the President also charged the following sub-committees: Personnel Equity and Fairness, Programming to Support Diversity, Inclusivity and Respect and Responding to Harassment, Discrimination and Retaliation.

In addition, Assistant Professor Stanley Thangaraj, serves on the University Advisory Council on Diversity which is charged with advising the Chancellery on ways to deepen the University's commitment to creating and sustaining an inclusive workforce.

University Management

CUNY's Office of Recruitment and Diversity (ORD) establishes job groups and other report parameters and prepares summary statistics. ORD also reports summary statistics and sponsors several university-wide diversity programs. Click here for link (www2.cuny.edu/about/administration/offices/hr/recruitment-diversity/).

IMPACT OF 2020 EVENTS

On March 15, 2020, Chancellor Felix Matos-Rodriguez announced CUNY campuses and non-essential personnel were transitioning to remote learning and working for the remainder of the academic year. As of summer, 2020, this arrangement is still in place. The transition and resulting shifts in priorities affect the university's operations in many ways, including personnel practices. We have cancelled or postponed some hiring plans. We have limited or cancelled public events and other campus activities that we could not conduct remotely.

Certain practices have continued unchanged, such as the listing of job vacancy announcements with workforce agencies. The Chief Diversity Officer has continued to work remotely on:

- Complaint intake and investigation
- Accommodations for Individuals with Disabilities
- Recruitment advertising and outreach
- Oversight of hiring, advancement and separation practices
- Consulting to management.

As of this writing, it is difficult to set placement goals or plan action-oriented programs, as we have not finalized operational and personnel plans.

The College continues to work with departments and the campus community on issues related to recruitment, discrimination, implicit bias and strategies for coping with the pandemic and current economic climate.

Further information is available on the CUNY website at: CUNY Coronavirus info: https://www.cuny.edu/coronavirus/.

PART TWO: DATA AND ANALYSIS

We analyze workforce data as mandated through multiple methods that promote a complete assessment:

- Workforce Analysis (employees within organizational units)

- Establishment of job groups and academic disciplines

- Development of labor market availability measures

- Utilization Analysis for job groups and disciplines

- Review of Personnel Actions (e.g., Hiring, Separation, Promotion)

- Review of Recruitment Activities

- Review of Civil Service Hiring

- Review of Compensation.

Details are available from the US Department of Labor's Office of Contract Compliance Programs (OFCCP) at: OFCCP site: https://www.dol.gov/ofccp/regs/compliance/ofcpcomp.htm *(Educational Institutions Technical Assistance Guide)*.

DATA SOURCES

Employee Data

On June 30, 2020, we extracted data on full-time active employees employed as of June 1, 2020 from CUNY's system of record, CUNYfirst. We included individuals on most paid leaves, including medical leave and fellowship/sabbatical leave. We did not include individuals on terminal leaves such as retirement leave, student workers (including Graduate Assistants) or individuals employed separately by CUNY's Research Foundation.

We invite employees to self-identify gender, race/ethnicity, veteran status, and disability status. Employees may update selections at any time on an Employee Self-Service portal. We last conducted a self-identification canvas in May 2018 via email. We provided an FAQ document to explain the reasons for collecting this data, and stressed that providing it is voluntary. We plan to conduct the next canvas in the upcoming year.

We also invite job applicants to self-identify on the job application portal.

Self-Identification Categories

We use the following categories to evaluate representation by race/ethnicity for this plan:

- Total Minorities (all groups other than White, reported as a single category)
- Asian (consolidates Asian, Hawaiian, and Other Pacific Islander)
- Black/African American
- Hispanic/Latino
- White (not a protected group).

American Indian/Alaska Native and Two or More Races are included under Total Minorities but not separately reported.

If a person identifies as both Hispanic/Latino and some another group, they are recorded as Hispanic/Latino, and not as Two or More Races.

Consistent with long-standing agreements, we ask employees to self-identify Italian American status, and create a separate Italian American Affirmative Action Plan.

To retain overall comparisons to individuals in federal categories and to prevent double counting, Italian Americans are not included in Total Minorities in either plan. If individuals indicate both Italian American and federally protected ethnicity categories, we default to the federally protected category, to prevent double counting.

We use federally mandated gender categories of male and female for purposes of this plan. Our system captures non-binary general identification, but only individuals identifying as "female" are included in the federally protected gender category.

Of 1330 employees, 01 employee did not identify a gender and 07 employees did not identify a valid race/ethnicity category. Anyone who did not specify a gender and/or ethnicity is included in the Workforce Analysis but not assigned to a protected group, 432 employees did not identify a Veteran status and 1246 did not identify a Disability status. Disability and Veteran status are priorities for future self-identification campaigns.

Further, of the 1,330 full time employees at City College, 4 employees identified with two or more races (1 female, 3 males). Also, one (1) employee who identified as male did not identify a race/ethnic group or did not completely specify one. In addition, one (1) employee did not identify a gender or a race/ethnicity.

Labor Market Source Data

We compare the employee population with the Labor Market from which CUNY would reasonably recruit, train, or promote, by job group. CUNY re-calculates availability every other year, most recently in 2019. Data sources include:

- For internal candidates, employee appointments CUNY-wide over 2016-2017 and 2017-

2018 for weighting and feeder jobs, applied to the June 1, 2018 employee census.

- For external candidates, US Census American Community Survey (ACS), 5-year estimate, 2013-2017 (final), specifically, extracted from University of Minnesota's Public User Microdata Sample (iPUMS).

- For faculty discipline-based estimates: US Department of Education's National Center for Education Statistics' Integrated Post-Secondary Education Data System (IPEDS) completion data, 2015-2016 (final); evaluated by Classification of Instructional Programs (CIP), most often at two-digit level (major category).

WORKFORCE ANALYSIS

In Workforce Analysis, we reviewed representation of females and minorities by division, department and title, to evaluate diversity by organizational unit rather than job group. We review the data organized by job title in order of rank or salary grade. We also review professorial faculty by tenure status within department. Due to length, Workforce Analysis charts are not included here.

Of the 1330 full time employees at City College, females and minorities are represented in almost all of the job groups. The College will continue to prioritize recruiting efforts in areas of underutilization and job groups without current representation of minorities and females.

JOB GROUPS, DISCIPLINES, AND MARKET DATA

Job Groups

Except for the Workforce Analysis, we analyze data by groups of jobs with similar duties, qualifications, and other conditions of employment. CUNY establishes job groups and reviews them annually, as detailed in **Appendix C**. A major input is the federal Standard Occupational Classification (SOC) system. We further organize job groups into categories based on federal EEO-1 categories.

The next two pages provide a summary of staffing by job group, followed by a summary of professorial faculty by rank and tenure status.

Disciplines

For College Laboratory Technicians, we evaluate disciplines by assigning departments to either a Scientific/Engineering/Technical group or a General group. Appendix D lists these assignments. This past year, there were no material changes to the discipline assignments.

Labor Market Availability

Labor Market Availability is an estimate used to benchmark utilization of protected groups, by job group. It represents the proportion of each protected group available for employment in the labor market from which CUNY recruits (both internally and externally). CUNY typically reviews Labor Market Availability every other year and did not revise estimates this year. The appendices listed above provide the basis for each calculation. We utilize the following factors:

Weighting of Internal/External Labor Market
The internal labor market is university-wide and currently reflects the full-time employee population. We produce a weighted estimate based on 2016-2017 and 2017-2018 job moves of CUNY employees. We also identify typical feeder jobs and other conditions, such as permanency status.

Geography
We base geographic factors on both CUNY policy and actual hiring experience.

- National labor market for Administration 1 (Executive), Faculty–Professorial, and Faculty–Instructor.

- Two-state region (New York and New Jersey) for Faculty-Lecturer. IPEDS completion data is only available by State and recruiting is regional rather than national.

- New York State-only labor market where New York State residency is required by statute:
    - College Security Assistant
    - Campus Peace Officer
    - Campus Public Safety Sergeant
    - Security Manager.

- New York/New Jersey Metropolitan Statistical Area (MSA) for remaining job groups. A review of hires in 2018-2019 indicated 98.6% of new hires in these groups reside within this MSA. This area represents a large and highly diverse population.

Qualifications – Other than Collegiate Faculty

- Occupational Group: Standard Occupational Classifications assigned to every job title, matched to Census Occupational Codes.

- Degree Requirements: the minimum requirement for the lowest-ranked job in each job group. These range from none through Master's level.

- Experience: where there is a requirement for a specific number of years of experience, we used age as a proxy, utilizing US Census standards; for example, a Bachelor's degree assumes a standard age of 21, and a Bachelor's degree plus four years of experience would correspond to a minimum age of 25.

Qualifications – Collegiate Faculty - Italian American Plan

As discipline-specific data is not available for Italian American ancestry, we do not analyze faculty by discipline. We utilize American Community Survey data, which contains ancestry information. Respondents may provide up to two ancestries. They may identify as Italian American exclusively or in combination with another ancestry. Categories for Italian American ancestry are Italian (051) and Sicilian (068). The agreed-upon calculation is:

- 100% of the first response (e.g., "Italian", then "Irish" is counted at 100%)

- 50% of the second response (e.g., "Irish", then "Italian" is counted at 50%)

- Individuals answering as both Italian and Sicilian, or either Italian or Sicilian with no other choice, are counted at 100%.

UTILIZATION ANALYSIS

There must be at least five incumbents in order to evaluate a job group. Analyzing groups of less than 30 employees may generate less reliable results than those with larger populations. The President's position reports outside of our establishment and is not included.

We report underutilization where the percent of individuals in a protected group is less than 80% below labor market estimate and the difference is equal to at least one full-time equivalent employee.

We consider job groups and disciplines for which there is underutilization as priorities for placement goals and enhanced outreach when there are hiring opportunities.

Appendix E details utilization/underutilization in each category (job group and/or academic discipline).

Small year-to-year variations in underutilization arise from a combination of changes in availability, hires, advancements, and separations. It is usually not possible to pinpoint a single, direct cause. In job groups with small numbers of employees, numbers may change substantially even with a change in only one employee.

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

Workforce Summary by Job Group and Category (June, 2020)

City College **Total Employees: 1,330**

Executive/Administrative/Managerial

Job Group	Staff	Female #	Female %	Minority #	Minority %	Italian Am. #	Italian Am. %
Administration 1 (Chief Executive)	1	0	0.0%	0	0.0%	1	100.0%
Administration 1 (Executive)	25	10	40.0%	12	48.0%	2	8.7%
Administration 2 (Manager)	133	76	57.1%	82	61.7%	7	5.3%
Facility Manager	3	0	0.0%	1	33.3%	1	33.3%
IT Computer Manager	4	0	0.0%	4	100.0%	0	0.0%
Security Manager	4	0	0.0%	2	50.0%	2	50.0%

Professional Faculty

Job Group	Staff	Female #	Female %	Minority #	Minority %	Italian Am. #	Italian Am. %
Faculty-Professorial	465	168	36.1%	161	34.6%	17	3.7%
Faculty-Librarian	14	8	57.1%	6	42.9%	0	0.0%
Faculty-Lecturer	53	25	47.2%	18	34.0%	1	1.9%

Professional Non-Faculty

Job Group	Staff	Female #	Female %	Minority #	Minority %	Italian Am. #	Italian Am. %
Accountant	7	5	71.4%	7	100.0%	0	0.0%
Administration 3 (Professional)	154	92	59.7%	120	77.9%	2	1.3%
Administration 5 (Engineer-Architect)	2	0	0.0%	1	50.0%	0	0.0%
Disability Accomm. Specl	2	1	50.0%	1	50.0%	0	0.0%
IT Computer Professional	41	11	26.8%	37	90.2%	0	0.0%
Nurse	1	1	100.0%	1	100.0%	0	0.0%

Administrative Support Workers

Job Group	Staff	Female #	Female %	Minority #	Minority %	Italian Am. #	Italian Am. %
Accountant Assistant	10	9	90.0%	10	100.0%	0	0.0%
Administrative Assistant	16	15	93.8%	15	93.8%	0	0.0%
Office Assistant	57	44	77.2%	52	91.2%	0	0.0%
Mail Services Worker	2	0	0.0%	1	50.0%	0	0.0%

Craft Workers

Job Group	Staff	Female #	Female %	Minority #	Minority %	Italian Am. #	Italian Am. %
Basic Crafts-Buildings and Grounds	16	0	0.0%	11	68.8%	1	6.3%
Laborers and Helpers	11	1	9.1%	11	100.0%	0	0.0%
Skilled Trades-Supervisor	9	0	0.0%	0	0.0%	0	0.0%
Skilled Trades	52	3	5.8%	18	34.6%	3	5.5%

Technicians

Job Group	Staff	Female #	Female %	Minority #	Minority %	Italian Am. #	Italian Am. %
Administration 4 (College Lab Tech)	44	15	34.1%	22	50.0%	2	4.5%
Broadcast/Media	1	0	0.0%	0	0.0%	0	0.0%
Print Shop	5	3	60.0%	5	100.0%	0	0.0%

Service Workers and Others

Job Group	Staff	Female #	Female %	Minority #	Minority %	Italian Am. #	Italian Am. %
Campus Public Safety Sergeant	20	5	25.0%	16	80.0%	2	9.1%
Campus Peace Officer	25	7	28.0%	24	96.0%	0	0.0%
Campus Security Assistant	64	18	28.1%	63	98.4%	0	0.0%
Custodial Supervisor	14	4	28.6%	13	92.9%	1	7.1%
Custodial	75	18	24.0%	74	98.7%	0	0.0%

Summary for Professorial Rank Faculty by TItle and Tenure Status (June, 2020)

City College
Total Professorial Faculty: 465

Status categories are: Tenure, Track Tenure, Substitute, and "Instructors or Others PSC" which applies to titles where tenure status is not given.

Title	Ttl Empls	Female #	Female %	Minority #	Minority %	ItalAm #	ItalAm %
Visiting Professor	2	2	100.0%	0	0.0%	0	0.0%
Visiting > = 50%	2	2	100.0%	0	0.0%	0	0.0%
Asst Professor	96	48	50.0%	35	36.5%	0	0.0%
Substitute >=6 Mo Or Prior Ben	2	2	100.0%	2	100.0%	0	0.0%
Tenured	10	6	60.0%	4	40.0%	0	0.0%
Track Tenure	84	40	47.6%	29	34.5%	0	0.0%
Assc Professor	146	58	39.7%	56	38.4%	10	6.8%
Substitute >=6 Mo Or Prior Ben	2	0	0.0%	1	50.0%	0	0.0%
Tenured	139	57	41.0%	53	38.1%	10	7.2%
Track Tenure	5	1	20.0%	2	40.0%	0	0.0%
Professor	204	56	27.5%	65	31.9%	6	2.9%
Tenured	203	55	27.1%	64	31.5%	6	3.0%
Track Tenure	1	1	100.0%	1	100.0%	0	0.0%
Research Assistant Professor	2	0	0.0%	1	50.0%	0	0.0%
Instructors and others PSC	2	0	0.0%	1	50.0%	0	0.0%
Dist Professor	13	4	30.8%	4	30.8%	1	7.7%
Instructors and others PSC	13	4	30.8%	4	30.8%	1	7.7%
Einstein Professor	2	0	0.0%	0	0.0%	0	0.0%
Instructors and others PSC	2	0	0.0%	0	0.0%	0	0.0%

Utilization, Underutilization, and Placement Goals

Note areas in which underutilization has been reduced or eliminated. Discuss areas which show progress in placement rates even ii underutilization has not been eliminated. Provide data on those placement rates (from Personnel Activity Tables).

With the on-going hiring freeze and limited search, City College continued to make necessary hires over the last year, which helped in areas of underutilization. As seen from our data, there are positive as well as negative changes. The overall analysis shows that CCNY gained 28 (net) new employees, 15 individuals identified as minority groups and 13 individuals as females. In comparing job groups; Professoriate gained 1 Black individual and 1 individual who identifies as two or more races, Professional Non-Faculty Group gained 4 minorities which included; 2 Asian individuals and 2 Hispanic individuals. In addition, 4 service workers were hired of which 2 were Black and 2 were Hispanic. In addition, 4 service workers were hired of which 2 Blacks and 2 Hispanics were hired. For City College, there has been a decrease in underutilization for most of the disciplines represented here. Areas of underutilization will continue to be examined and evaluated throughout the recruitment processes.

OTHER ANALYSES

Personnel Activity

We review personnel actions for adverse impact (selections at substantially different rates for different groups). Chief Diversity Officers review activity for all job groups and report results for those groups with a material number of actions and/or applicants.

Appendix F provides net changes by job group:

- Job Actions by Gender and Ethnicity

- Faculty Tenure Actions by Gender and Ethnicity.

To analyze net changes by job group, we compare employee title changes between two reference dates (June 1, 2019 and June 1, 2020). We note hires, moves to a higher or lower job group, moves within a job group, and separations. This produces a reasonable estimate but may leave out some actions, such as an employee changing job groups more than once over the year.

Employees who leave one job group to take a position in another are reported as separated from one group and joining another. We consider transfers between CUNY units as a separation from one and a hire in the other.

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

Of the 13 faculty members eligible for tenure, 13 individuals were granted tenure. This includes 3 females and 5 minorities. Approximately half of the total are among the protected groups.

Appendix F provides details of faculty receiving tenure/CCE status effective during the past plan year, covering those awarded tenure, hired with tenure (includes faculty rehired after long-term leaves), and denied tenure.

Recruiting Activity

CUNY is committed to equitable practices to recruit a diverse and highly qualified workforce.

Prior to posting a job vacancy, the Chief Diversity Officer reviews Physical and Mental Qualifications and posting language in general. The Chief Diversity Officer also reviews

Recruiting Plans for intended outreach.

We conduct most faculty and administrative hiring by appointing a diverse Search Committee. The Chief Diversity Officer provides an orientation, or "charge", to committee members on effective selection practices, including practices aimed at reducing potential for bias. The Chief Diversity Officer reviews applicant pools for sufficient representation and certifies pools prior to committee review, and reviews selections again as searches near completion.

Federal guidelines state adverse selection may occur when any one group (protected or not) has a selection rate less than 80% of the selection rate of the most-selected group.

Appendix G summarizes recruiting and selection by job group for searches concluded with a job offer between June 1, 2019 and May 31, 2020.

We report all searches resulting in an offer. For some searches, notably faculty, there is a time gap between offer and start dates. To avoid a lag in reporting, we include searches based on date of accepted job offer, even if the employee has not started work before June 1.

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

The Chief Diversity Officer or her designee reviews applicant self-identification data and determines if there is a need to adjust recruiting and outreach plans.

During the last year covered by this plan, there were 3,026 applicants for 28 job searches conducted on this campus for staff and faculty. Of the 3,026 applicants, 1,387 individuals were women and 2,030 individuals were identified as minorities (Asian, Black, Hispanic and two or more races). 86 individuals were Italian Americans. Of the 22 jobs that were filled, 15 offers were made to the minority group and 13 offers were made to women.

There were 5 Professorial job searches with 788 applicants. Of the 788 faculty applicants, 445 individuals represented minority groups while 351 individuals were females. Five offers were made of which 3 females were interviewed and offered a faculty-professorial position. Two were minorities. In addition, 20 Veterans and 33 individuals with disability also applied for professorial faculty positions.

In the previous year, we made 4 exception hires through a Search Waiver process. These hires represent situations where extraordinary circumstances made it highly unlikely we could fill the position competitively. We also grant waivers for positions representing a transfer of funding sources only. The Chief Diversity Officer and university management approve waiver applications.

Civil Service Hiring

We participated in (12) university-wide hiring pools for Classified Civil Service vacancies. Applicants who are pre-qualified based on an examination score indicate their interest in working at one or more units, and each establishment interviews and hires according to Civil Service regulations. We report those applicants expressing an interest in our unit at the hiring pools. CUNY's Office of Human Resources Management administers and validates Civil Service examinations and maintains records of applicants and exam results.

The College participated in the following pools where 17 persons were hired:

- Campus Security Assistant
- CUNY Office Assistant
- Campus Peace Officer
- Oiler
- Electrician
- Steamfitter
- Motor Vehicle Operator
- Painter
- High Pressure Plant Tender

PART THREE: ACTION-ORIENTED PROGRAMS

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

Part Three contains:

- Prior-Year Programs

- 2020-2021 Planned Programs

- Ongoing Activities

- Internal Audit and Reporting.

PRIOR-YEAR PROGRAMS

Last year, we undertook the following to support Affirmative Action and create a climate of inclusion. As noted earlier, events related COVID-19 have limited some implementation plans.

Summary of Campus Programs, 2019-2020

Over the last plan year, CCNY implemented, enforced, and reinforced the following Programs for 2019-2020 as a focus for recruiting in underrepresented areas which include:

Program	Impact/Job Group
Met with department Deans and Chairs and hiring Managers to discuss hiring issues	Created diversified applicant pools, addressing unintended bias and meeting compliance requirements
Reviewed and approved plans to conduct searches to fill job vacancies, both faculty and administrative	Provided search chairs tools to handle possible bias related to Italian AMerican
Some monthly workshops and/or events and programs to improve awareness of diversity and inclusion	Built and leveraged diversity and inclusion goals
Held monthly programs/discussions on Diversity and Inclusion across campus	Strived for a better learning and working environment at City College.
Oversaw the College's recruitment and advertising programs to ensure appropriate outreach to Italian American	Created practical strategies for hiring of Italian faculty, administrators and staff at City College
Presented on diversity and inclusion at orientations for new faculty and staff	Provided an understanding and overview of the learning and working climate at City College

2020-2021 PLANNED PROGRAMS

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

Planned Campus Programs, 2020-2021

Program	Expected Impact/Job Group
Forum/trainings focusing on cultural competency and bias	Forum: Seeking Cultural Consciousness and Competence in Hiring
Forum/trainings focusing on cultural competency and bias related to Italians	Build and leverage diversity and inclusion initiatives
Programs/Discussions on diversity and inclusion across campus	To assess the learning and working climate at City College
Forum: Seeking Cultural Consciousness and Competence in Hiring	Provide practical strategies for hiring Italian faculty, administrators and staff.

ONGOING ACTIVITIES

The College's programs benefit from additional University-wide recruitment, diversity, and compliance programs. CUNY's headquarters Office of Human Resources Management:

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

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

- Maintains social media accounts for recruitment and employment branding

- Advertises and administers Civil Service examinations

- Distributes training materials on effective recruiting and selection

- Provides training and updates to Chief Diversity Officers.

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

Recruitment policies support diverse applicant pools through:

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

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

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

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

INTERNAL AUDIT AND REPORTING

The Chief Diversity Officer posts and distributes notices of policies, new/revised regulations, and similar compliance information, and makes the Affirmative Action Plan available for public inspection. He/she also integrates compliance information into training programs for faculty, students, and staff.

The Chief Diversity Officer's responsibilities for audits and reviews include

• Monitoring personnel actions, including new hires, transfers, promotions, and terminations

• Monitoring employee self-identification programs

• Reviewing recruiting outreach and advertising

• Monitoring complaints/incident reports which may indicate underlying trends

• Reviewing personnel practices and the Affirmative Action Plan with management

• Advising management of program effectiveness and providing recommendations for improvement.

The Chief Diversity Officer works with the Human Resources function to assure employment records, including records in CUNYfirst (HR Information System) are complete, accurate, and up-to-date.

APPENDICES

A. SUMMARY ORGANIZATION CHART

B. RE-AFFIRMATION LETTER

C. JOB GROUPS AND LABOR MARKET AVAILABILITY

D. ACADEMIC DEPARTMENTS BY DISCIPLINE AND COLLEGE LAB TECHNICIAN CATEGORY

E. UTILIZATION ANALYSIS (ADMINISTRATORS AND STAFF, COLLEGE LAB TECHNICIANS, FACULTY)

F. SUMMARY OF PERSONNEL ACTIVITIES

G. SUMMARY OF RECRUITMENT ACTIVITIES

This Appendix provides a high-level organization chart.

THE CITY COLLEGE OF NEW YORK

Organizational Structure (June 1, 2019-2020)

President - WM

Total 6

3WM, 2WF, 2BF, 1HF

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^
^
Chief of Staff/Senior Advisor- 1WF   ^

^
Executive Legal Counsel- 1 WF, 1WM   ^
^
^
^
LEVEL 1   ^
^^^

SR Vice President /COO WM   ^   ^   ^
Total 3   ^   ^   ^
1HM, 1WF
Women's Studies -1WF

^   ^   ^   ^
^_____   _____   _____   _____
VP for Finance &   **VP for Development**   **Asst. Vice President**   **Dean of Diversity, Compliance &**
Administration - HM   **Institutional Advancement** -WM   **for Human Resources** -WM   **Faculty Relations**
Total 39   **Total 6**   **Total 20**   **Total 2**
Accounts Payable 5- 3BF, 1HF, 1AM   1AF, 1HF, 2WF, 2BF   **Labor Relations**- 1BM   1BF, 1WF
Administration 4- 1BM, 2HF, 1HM, 1AF_____   **Human Resources 20**- 1WM, 3AF, 1HM, 4HF, 1BM, 5BF_____
Budget 3 – 1AF, 1HF, 1HM   **Benefits**- 1BF, 1BM
Financial Accounting 11- 1BM, 2BF, 1WF, 1WM, 1HF, 2AF, 3AM   **Payroll**- 1AM
Mail and Duplicating & Records 9– 1AF, 2BM, 2HM, 1HF, 3WM   **On-campus Student Employment**- 1BF
Purchasing 4 - 1HF, 3BF
Property Management 3 1HM, 2BM

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Ethnicity: A-Asian B-Black H-Hispanic AI- American Indian   W-White HI- Hawaiian   **Gender: M- Male F-Female**

LEVEL 1 (Cont'd)
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^   ^   ^   ^   ^

_____   _____   _____   _____   _____
VP for CAMPUS Planning &   **VP for Communications & PR-BF**   **VP Student Affairs HF**   **VP Government & Community**   **Senior VP for**
Facilities Management -WM   **Total 9 -** 1HF, 1HM,   **Total 36**   **Affairs** - **BF**   **Academic Affairs/Provost -WM**
Total 322   1AM, 1AF, 1WM, 1WF, 2BF, 1BM,   **Total 11**   **Total 74**
                                                                       ^   3WM, 4BM, 1BF, 2HF, 1HM   **Provost 14** - 1WM, 3WF, 1HM,
                                                                                                                                       3HF, 1AF, 3BF, 2BM
^   _____   ^   _____   **Admissions 14 -** 4HF, 3HM, 2BM,
                                                                                                                                       3BF, 1WM, 1AF
                                                                                                                                       Bursar 12 – 5BF, 3AF, 1HF, 1HM,
                                                                                                                                       2WM
                                                                                                                                       Black Studies - 1BF
                                                                                                                                       Enrollment Management 2-
                                                                                                                                       1WM, 1BF
                                                                                                                                       Evaluation & Testing 3 – 1AM,
                                                                                                                                       1HF, 1HM
                                                                                                                                       Financial Aid 15 – 1BM, 4BF,
                                                                                                                                       4HF, 3AF, 2AM, 1WF
                                                                                                                                       Registrar 12 -
                                                                                                                                       2WM, 2WF, 2HM, 1BM, 2BF, 3HF

^   ^
^_____   _____
Administration 9 - 2BM, 3BF, 2HM, 2AF   **Administration 10** - 2BM, 1BF, 1WF, 2WM, 3HF, 1AF   ^
Environmental Health and Safety 3 - 2WM, 1HM   **Athletics 5** - 2WM, 1HF, 1HM, 1BF   ^
Custodial 89 - 3WM, 41BM, 12BF, 22HM, 10HF, 1AF   **Career Services/Counseling 7** - 1WM, 2WF, 2BF, 1HM, 1HF   ^
Public Safety & Security 131 - 8WM, 49BM, 21BF, 32HM,   **International Student and Scholar Services 2 -** 1BM, 1HF
12HF, 8AM, 1AF   **Access, Wellness and Counseling Services 12** - 3WF, 2WM, 2BF, 1BM, 3HF, 1AF   ^
PPS Trade 76 - 41WM, 2WF, 14BM, 1BF, 14HM, 1HF, 3AM
Physical Plant Services 14 – 3BM, 7WM, 2HM, 1HF, 1AM   ^
                                                                                                                                                              ^

LEVEL 2

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_____   _____   _____   _____

School of Architecture   **School of Education**   **Centers, Institutes**   **School of Engineering**
Dean WM   **Dean WF**   **& Programs**   **Dean BF**
Total 37   **Total 66**   **Total 11**   **Total 152**
16WM, 7WF, 2HM, ,   **Administration16**- 2AM,   **CUNY Inst. for Transportation** _____
1AM, 1AF, 1BM   2BM, 5BF, 3HF, 1WM, 3WF   **Systems**- 1, 1BM   **Administration 56**- 13WM, 8WF,
Administration 9   **Education - 4**   **Dominican Institute**-4- 2HM, 2HF   3BM, 8BF, 11AM, 3AF, 4HM, 6HF
2WM, 1WF, 3BF, 2HF, 1HM   3BF, 1HM   **CUNY Inst. for Urban Systems**- **2WM** **Biomedical Eng. 13**- 6WM, 2WF, 2HM,
                                 Teaching, Learning & Cult. 19- **Inst. for Ultrafast Spectroscopy &** 1HF, 2AF
                                 2WM, 12WF, 1BF, 1HM, 1HF, 2AF **Laser**s **2** - 2WM   **Chemical Eng. 14**- 9WM, 3WF, 2AM
                                 Secondary Ed 8- 2WM, 4WF, 1HM,   **Electrical Eng. 28**- 15WM, 1HM, 1BM, 10AM, 1AF
                                 1AF   **NYC Alliance** -**1BM**   **Benjamin Levich Institute 2**- 1WF, 1AM
                                 Leadership & Special Ed 10 -   **Mechanical Eng. 19**- 6WM, 1WF, 1BM, 1HM, 8AM,
                                 2WM, 3WF, 2BM, 2BF, 1AF   2AF
                                                                                              Civil Engineering 20 – 10WM, 3WF, 1BM, 5AM, 1HM,
                                 College Now 9- 2BF, 2BM,
                                 3HF, 1HM, 1WF

^   ^   ^

_____   _____ _____

Division of Science   **Division of Humanities & the Arts**   **Div. of Interdisciplinary**
Dean WM - **Total 198**   **Dean WM** - **Total 185**   **Studies HM** - **Total 20**
Administration 48- 13WM, 6WF, 5HM, 1HF, 7AM, 3AF, 9BF, 4BM **Administration 39**- 5WM, 1HM, 13WF, 12BF, 4HF, 2AF, 1AM,1OMF; 1HM, 7WF, 2WM, 1BM,
Biology 25- 11 WM, 3WF, 1BM, 1BF, 1HM, 2HF, 2AM, 4AF **Art 21**- 8WM, 11WF, 1BM, 1HM,   **Administration** – 2WM, 4HF
Math 28 - 16 WM, 8WF, 3AM, 1BM   **English 30**-14WM, 11WF, 1BM, 2BF, 1HF, 1AF, 1AM, 1AF, 1BF, 1BM
Chemistry & Biochem 32- 20WM, 5WF, 2BM, 3AM, 1AF, 1HF **Classical & Mod. Lang. & Lit. 23** - 7WM, 4WF, 3HM, 8HF, 1AF
Physics 31- 17WM, 4WF, 2HM, 8AM,   **History 21**- 1WOGI, 7WM, 4WF, 1BM, 1BF, 2HM, 4AM, 1AF **Adult and Continuing Education**
Earth &Atmospheric Sci 12- 6WM, 2WF, 1HF, 3AM **Media & Com. Arts 19**-7WM, 5WF, 2BF, 3BM, 1AF, 1HM **Studies**- BF   **TOTAL 1**
Computer Science 22 – 8AM, 1HM, 10WM, 3WF   **Music 14**-9WM, 2BM, 1BF, 2WF   _____
                                                    Philosophy 10- 7WM, 2WF, 1HF
                                                    Theatre & Speech 8- 3WM, 3WF, 2BM

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LEVEL 2   Cont'd

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_____   _____   _____
Associate Provost for Research - BM   **Executive Dir. Academic Affairs - WF**   **Colin Powell School - WM**
Total 38   **Total 21**   **Total 97**
Institutional Research   **Academic Standards 1**WM   **Administration 5**- 1WF, 2BF, 2HF
1WM   **Ctr for Excellence in Teaching & Learning- 1WM**   **Anthropology 7** - 1AM, 3BF, 1HF, 1WF, 1WM
Library 37 - 8WM, 5WF, 1HM, 7HF,   **Honors Center 3**- 2WF, 1BM   **Economics 13**- 4AM, 2AF, 1BF, 2BM, 2WF, 2WM
7BF, 3BM, 5AF, 1OMM,   **Student Life 2**– 1BM, 1HF   **Political Science 14**- 1AM, 2BF, 6WM, 5WF
                                             Gateway 3, 1WF 1BF, 1HF   **Psychology 39**- 17WM, 7WF, 5HF, 1AF, 8BF, 1UE
Research Administration-Grant Writer 1BF   **SEEK 11** - 1AF, 1AM, 2BM, 3BF, 1HM, 1HF, 2WF   **Sociology 14**- 4WM, 1BM, 3WF, 1BF, 3HF, 2AF
_____   _____
                                             Faculty Senate 1BF   _____
                                             _____

AVP of Information Technology – WM
Total – 39
Information Technology 36 - 4WM, 3WF, 6BM, 10HM, 2HF, 8AM, 2AF, 1OMM
IMedia 2 – 1WM, 1BM
Telecom 1AM

This Appendix contains information on the most recently distributed reaffirmation(s).

To:	City College Community
From:	President Vincent Boudreau
Date:	August 29, 2019
Re:	Reaffirmation of Commitment to Diversity/Equal Opportunity/Affirmative Action

The City University of New York (CUNY) has a long-standing commitment to diversity and equal opportunity in all aspects of employment practices and educational programs. At City College, I fully support the policies and practices that we have implemented to foster non-discrimination, affirmative action, and diversity and inclusion in our workplace and campus community. It is my personal belief that CUNY is enriched by the strengths of the people and perspectives represented here.

Accordingly, I am committed to oversee City College's compliance with the CUNY policies and procedures on Equal Opportunity and Non-Discrimination, and on Sexual Misconduct.

The Equal Opportunity and Non-Discrimination Policy states CUNY's commitment to recruit, employ, retain, promote, and provide benefits to employees and to admit and provide services for students regardless of 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, or status as a victim of domestic violence/stalking/sex offenses, or any other legally prohibited basis in accordance with federal, state and city laws. I remind you that Italian Americans are included among CUNY's protected groups. Additionally, as a federal contractor, CUNY engages in affirmative action consistent with federal requirements. I invite you to view the Equal Opportunity Policy in its entirety, including the complaint procedures and prohibition against retaliation at: http://www2.cuny.edu/about/administration/offices/legal-affairs/policies-procedures/

I have assigned the responsibility for the implementation and monitoring of our compliance program to the Interim Chief Diversity Officer, Diana Cuozzo, who also serves as the Section 504/ADA Coordinator, responsible for addressing complaints of disability discrimination and related matters. The vice presidents, deans, directors, managers and supervisors share responsibility for ensuring our compliance with these policies and laws. The Affirmative Action/Diversity Office is located in Shepard Hall, Room 109A-D and the telephone number is 212-650-7330 or via email at dcuozzo@ccny.cuny.edu. Additionally, any individual who believes that he or she has experienced discrimination should immediately contact the Office of Diversity and Compliance. I ask for your continued support to ensure equal opportunity, affirmative action, and diversity and inclusion in all employment practices and educational programs at City College.

This report lists those CUNY job groups for which the college has employees. Labor Market Availability factors (LMA) are listed for each group. LMA Factor 1 is the external Labor Market measure. LMA Factor 2 is an internal factor for employees who could be recruited or promoted into the group based on historical data for CUNY overall).

Groups with fewer than five employees are listed here but will not be included in Utilization Analysis worksheets. Individuals in the Chief Executive role are not included in this report.

Titles added to CUNY's job system in the past year are listed at the end of this Appendix. Not all titles were utilized by the College.

Further details on Job Groups and Labor Market Availability are provided in the Narrative.

 Full Time Employee Count (excluding Chief Executive):   1,329

Category: Executive/Administrative/Managerial

Group: **Administration 1 (Executive)**

Employees: 25

Description

Executive Compensation Plan (Other Than Chief Executive)

Executive Compensation Plan; Chief Executives (Presidents, Deans of Major Schools) are excluded

Labor Market Availability Factors

LMA Factor	Weight	Explanation
1-External	50.00%	ACS 2013-2017 Nationwide workforce with Bachelors Degree or Higher and age of 29 or above (proxy for eight years' of post-Bachelor's experience) and in selected occupations: 0010 (Chief Executives), 0020 (General and Operations Managers), 0060 (Public Relations and Fundraising Managers), 0100 (Administrative Services Managers), 0110 (Computer and Information Systems Managers), 0120 (Financial Managers), 0136 (Human Resources Managers), and 0230 (Education Administrators).
1-Ext Italian-Amer.		ACS 2013-2017 Nationwide workforce with Bachelors Degree or Higher and age of 29 or above (proxy for eight years' of post-Bachelor's experience) and in selected occupations: 0010 (Chief Executives), 0020 (General and Operations Managers), 0060 (Public Relations and Fundraising Managers), 0100 (Administrative Services Managers), 0110 (Computer and Information Systems Managers), 0120 (Financial Managers), 0136 (Human Resources Managers), and 0230 (Education Administrators). Italian American = 100% of First Ancestry and 50% of Second Ancestry for 051 (Italian) and 068 (Sicilian).
2-Internal (all groups)	50.00%	Employees in the following titles: HE Officer, Professor, Associate Professor, IT Computer Systems Manager (Levels 5 and higher), or Chief Administrative Superintendent (Levels 4 and higher) as of 6/1/2018.

Title(s)	Employees
Administrator	2
Assc Dean	5
Asst Administrator	3
Asst Dean	1
Asst Vice President	2
Dean	7
Sr Vice President	1
Vice President	4

Category: Executive/Administrative/Managerial

Group: **Administration 2 (Manager)**

Employees: 133

Description

Manager-Level Administrators

Labor Market Availability Factors

LMA Factor	Weight	Explanation
1-External	50.00%	ACS 2013-2017 NY/NJ MSA workforce with Bachelors Degree or Higher and age of 25 or above (proxy for four years' post-Bachelor's experience) and in selected occupations: 0020 (General and Operations Managers), 0060 (Public Relations and Fundraising Managers), 0200 (Administrative Services Managers), 0110 (Computer and Information Systems Managers), 0120 (Financial Managers), 0136 (Human Resources Managers), 0230 (Education Administrators), 0710 (Management Analysts), 2000 (Counselors), and 2100 (Lawyers).
1-Ext Italian-Amer.		ACS 2013-2017 NY/NJ MSA workforce with Bachelors Degree or Higher and age of 25 or above (proxy for four years' post-Bachelor's experience) and in selected occupations: 0020 (General and Operations Managers), 0060 (Public Relations and Fundraising Managers), 0200 (Administrative Services Managers), 0110 (Computer and Information Systems Managers), 0120 (Financial Managers), 0136 (Human Resources Managers), 0230 (Education Administrators), 0710 (Management Analysts), 2000 (Counselors), and 2100 (Lawyers). Italian American = 100% of First Ancestry and 50% of Second Ancestry for 051 (Italian) and 068 (Sicilian).
2-Internal (all groups)	50.00%	Employees in HE Assistant title as of 6/1/2018.

Title(s)	Employees
HE Associate	85
HE Officer	48

Category: Executive/Administrative/Managerial

Group: **Facility Manager**

Employees: 3

Description

Facility Superintendents (Managerial)

In 2017, Admin Superintendent and Chief Admin Superintendent groups were combined.

Labor Market Availability Factors

LMA Factor	Weight	Explanation
1-External	55.00%	2013-2017 ACS, NY/NJ MSA, Bachelor's Degree or higher plus four years of Post-Bachelor's experience (proxy minimum age of 25) and in the following occupations: 0410 (Real Estate and Property Managers), 1300 (Architects), 1360 (Civil Engineers), and 8620 (Stationary Engineerings and Boiler Operators).
1-Ext Italian-Amer.		2013-2017 ACS, NY/NJ MSA, Bachelor's Degree or higher plus four years of Post-Bachelor's experience (proxy minimum age of 25) and in the following occupations: 0410 (Real Estate and Property Managers), 1300 (Architects), 1360 (Civil Engineers), and 8620 (Stationary Engineerings and Boiler Operators). Italian American = 100% of First Ancestry and 50% of Second Ancestry for 051 (Italian) and 068 (Sicilian).
2-Internal (all groups)	45.00%	Employees in the titles of Sr Stationary Engineer, Project Manager, Principal Park Supervisor, Principal Custodial Supervisor, or Supervisor of Laborers and Maintenance Workers, Civil Service permanency not required, as of 6/1/2018.

Title(s)	Employees
Admin Supt Builds Grds	2
Chief Admin Supt - Competitive	1

Category: Executive/Administrative/Managerial

Group: **IT Computer Manager**

Employees: 4

Description

Information Technology Managers (Managerial)

Labor Market Availability Factors

LMA Factor	Weight	Explanation
1-External	60.00%	2013-2017 ACS, NY/NJ MSA workforce, no degree requirement; six years' work experience (proxy minimum age of 23) and in the following occupation: 0110 (Computer and Information Systems Managers)
1-Ext Italian-Amer.		2013-2017 ACS, NY/NJ MSA workforce,no degree requirement; six years' work experience (proxy minimum age of 23) and in the following occupation: 0110 (Computer and Information Systems Managers). Italian American = 100% of First Ancestry and 50% of Second Ancestry for 051 (Italian) and 068 (Sicilian).
2-Internal (all groups)	40.00%	Employees in the title IT Senior Associate, Civil Service permanency not required, as of 6/1/2018.

Title(s)	Employees
IT Computer Systems Mgr	4

Category: Executive/Administrative/Managerial

Group: **Security Manager**

Employees: 4

Description

Campus Security Managers (Managerial)

Labor Market Availability Factors

LMA Factor	Weight	Explanation
1-External	55.00%	2013-2017 ACS, NY/NJ MSA workforce, High School Diploma or higher with seven years' experience (proxy minimum age of 24) in the following occupations: 0425 (Emergency Management Directors) and 3710 (First-Line Supervisors of Police and Detectives).
1-Ext Italian-Amer.		2013-2017 ACS, NY/NJ MSA workforce, High School Diploma or higher with seven years' experience (proxy minimum age of 24) in the following occupations: 0425 (Emergency Management Directors) and 3710 (First-Line Supervisors of Police and Detectives). Italian American = 100% of First Ancestry and 50% of Second Ancestry for 051 (Italian) and 068 (Sicilian).
2-Internal (all groups)	45.00%	Employees with Civil Service permanency in the titles Campus Public Safety Sergeant or Campus Security Specialist as of 6/1/2018.

Title(s)	Employees
Campus Security Asst Dir	4

Category: Professional Faculty

Group: **Faculty-Lecturer**

Employees: 53

Description

Lecturer Faculty excluding Librarians. Lecturers are eligible for a certificate of continuous employment but not tenure. The minimum qualification for Lecturer is a Bachelor's degree in a discipline related to the subject being taught.

For utilization analysis in the Federal Plan, reviewed by academic discipline or program within job group.

Labor Market Availability Factors

LMA Factor	Weight	Explanation
1-External	100.00%	2016 NCES Degree Completions, Bachelor's or Masters, NY and NJ, for selected disciplines (first and second majors), not weighted.
1-Ext Italian-Amer.		2013-2017 ACS, NY/NJ MSA workforce with Bachelor's Degree or Master's Degree.
2-Internal (all groups)	0.00%	NA

Title(s)	Employees
Clinical Professor	2
Dist Lecturer	5
Lecturer	20
Lecturer Doct Sch	26

Group: **Faculty-Librarian**

Employees: 14

Description

CUNY Librarians with faculty appointments

Prior to 2019, a sub-group of professorial faculty; separated as it encompasses faculty of all ranks.

Labor Market Availability Factors

LMA Factor	Weight	Explanation
1-External	100.00%	2016 NCAS Degree Completions, Master's level only, Nationwide, for Library Science Discipline.
1-Ext Italian-Amer.		2013-2017 ACS, Nationwide workforce with Master's Degree in the occupation Librarian (2430).
2-Internal (all groups)	0.00%	NA

Title(s)	Employees

Category: Professional Faculty

Assc Professor	5
Asst Professor	6
Instructor	1
Professor	2

Group: **Faculty-Professorial**

Employees: 465

Description

Tenure-eligible faculty (excluding Librarians) for whom a terminal degree such as a Doctorate is a minimum qualification.

For utilization analysis in the Federal Plan, reviewed by academic discipline or program within job group.

Labor Market Availability Factors

LMA Factor	Weight	Explanation
1-External	100.00%	2016 NCES Degree Completions, Doctoral, Nationwide for selected disciplines (first and second majors), not weighted.
1-Ext Italian-Amer.		2013-2017 ACS, Nationwide workforce, with Doctoral Degree, in the occupation 2200 (Post-Secondary Teachers)
2-Internal (all groups)	100.00%	NA

Title(s)	Employees
Assc Professor	146
Asst Professor	96
Dist Professor	13
Einstein Professor	2
Professor	204
Research Assistant Professor	2
Visiting Professor	2

Category: Professional Non-Faculty

Group: **Accountant**

Employees: 7

Description

Accountants (Professionals)

Labor Market Availability Factors

LMA Factor	Weight	Explanation
1-External	0.00%	Internal Only - Promotional Title
1-Ext Italian-Amer.		Internal Only
2-Internal (all groups)	100.00%	Employees with Civil Service permanency in the following titles: Accounting Assistant, Purchasing Aget Assistant or EOC Accounting Assistant; as of 6/1/2018.

Title(s)	Employees
Finance Accountant	3
Purchasing Agent	4

Category: Professional Non-Faculty

Group: **Administration 3 (Professional)**

Employees: 154

Description

Entry and Mid-Level Administrators (Professionals)

Labor Market Availability Factors

LMA Factor	Weight	Explanation
1-External	70.00%	ACS 2013-2017 NY/NJ MSA workforce with Bachelor's Degree or Higher and in the following occupations: 0630 (Human Resources Workers), 0740 (Business Operations Specialists), 0820 (Budget Analysts), 2000 (Counselors), 2550 (Education/Training/Library Workers), 2825 (Public Relations Specialists), 5000 (Supervisors of Office and Admin Support Workers), and 5250 (Customer Service Representatives).
1-Ext Italian-Amer.		ACS 2013-2017 NY/NJ MSA workforce with Bachelor's Degree or Higher and in the following occupations: 0630 (Human Resources Workers), 0740 (Business Operations Specialists), 0820 (Budget Analysts), 2000 (Counselors), 2550 (Education/Training/Library Workers), 2825 (Public Relations Specialists), 5000 (Supervisors of Office and Admin Support Workers), and 5250 (Customer Service Representatives). Italian American = 100% of First Ancestry and 50% of Second Ancestry for 051 (Italian) and 068 (Sicilian).
2-Internal (all groups)	15.00%	Employees who hold BA degrees and are in the following job groups: CUNY Office Assistant, CUNY Administrative Assistant, Accountant Technician or Accountant Professional as of 6/1/2018.

Title(s)	Employees
Asst to HEO	58
HE Assistant	77
Research Assc	17
Research Asst	2

Category: Professional Non-Faculty

Group: **Administration 5 (Engineer-Architect)**

Employees: 2

Description

Engineers, Architects and related professional staff

Labor Market Availability Factors

LMA Factor	Weight	Explanation
1-External	100.00%	2013-2017 ACS, NY/NJ MSA workforce, no degree requirement, in the following occupations: 0220 (Construction Managers), 0300 (Engineering Managers), 1300 (Architects, except Naval), 1360 (Civil Engineers), 1540 (Drafters), 1560 (Surveying and Mapping Technicians).
1-Ext Italian-Amer.		2013-2017 ACS, NY/NJ MSA workforce, no degree requirement, in the following occupations: 0220 (Construction Managers), 0300 (Engineering Managers), 1300 (Architects, except Naval), 1360 (Civil Engineers), 1540 (Drafters), 1560 (Surveying and Mapping Technicians). Italian American = 100% of First Ancestry and 50% of Second Ancestry for 051 (Italian) and 068 (Sicilian).
2-Internal (all groups)	0.00%	NA

Title(s)	Employees
Project Mgr	2

Group: **Disability Accomm. Specl**

Employees: 2

Description

Disability Accommodation Specialists

Availability not calculated as no college has five or more incumbents.

Labor Market Availability Factors

LMA Factor	Weight	Explanation
1-External	100.00%	As no unit has a minimum of five employees, availability is not calculated.
1-Ext Italian-Amer.		As no unit has a minimum of five employees, availability is not calculated.
2-Internal (all groups)	0.00%	NA

Title(s)	Employees
Disability Accommodations Spec	2

Category: Professional Non-Faculty

Group: **IT Computer Professional**

Employees: 41

Description

Information Technology Professionals

In 2017, split from IT Technicians and moved to Professionals' group

Labor Market Availability Factors

LMA Factor	Weight	Explanation
1-External	75.00%	2013-2017 ACS, NY/NJ MSA, High School Diploma or higher plus four years of Post-High School experience (proxy minimum age of 21) in the following occupations: 0740 (Business Operations Specialists), 1006 (Computer Systems Analysts), 1010 (Computer Programmers), 1020 (Software Developers, Applications and Systems Software), 1030 (Web Developers), 1060 (Database Administrators), and 1105 (Network and Computer Systems Administrators).
1-Ext Italian-Amer.		2013-2017 ACS, NY/NJ MSA, High School Diploma or Higher plus four years of Post-High School experience (proxy minimum age of 21) in the following occupations: 0740 (Business Operations Specialists), 1006 (Computer Systems Analysts), 1010 (Computer Programmers), 1020 (Software Developers, Applications and Systems Software), 1030 (Web Developers), 1060 (Database Administrators), and 1105 (Network and Computer Systems Administrators). Italian American = 100% of First Ancestry and 50% of Second Ancestry for 051 (Italian) and 068 (Sicilian).
2-Internal (all groups)	25.00%	Employees in the IT Support Assistant and CUNY Office Assistant titles, Civil Service permanency not required, as of 6/1/2018

Title(s)	Employees
IT Associate	15
IT Asst	8
IT Bus Data Rep Analyst	3
IT Sr Associate	15

Category: Professional Non-Faculty

Group: **Nurse**

Employees: 1

Description

Nurses

Availability not calculated as no college has five or more incumbents.

Labor Market Availability Factors

LMA Factor	Weight	Explanation
1-External	100.00%	As no unit within CUNY has a minimum of five employees, no availability was calculated.
1-Ext Italian-Amer.		As no unit within CUNY has a minimum of five employees, no availability was calculated
2-Internal (all groups)	0.00%	NA

Title(s)	Employees
Nurse	1

Category: Administrative Support Workers

Group: **Accountant Assistant**

Employees: 10

Description

Accounting Support Staff (Accounting and Purchasing Agent Assistants and Payroll Staff)

Labor Market Availability Factors

LMA Factor	Weight	Explanation
1-External	70.00%	ACS 2013-2017 NY/NJ MSA workforce with High School Diploma or Higher in the following occupations: 5140 (Payroll and Timekeeping Clerks), 5150 (Procurement Clerks), or 5120 (Bookkeeping, Accounting, and Auditing Clerks).
1-Ext Italian-Amer.		ACS 2013-2017 NY/NJ MSA workforce with High School Diploma or Higher in the following occupations: 5140 (Payroll and Timekeeping Clerks), 5150 (Procurement Clerks), or 5120 (Bookkeeping, Accounting, and Auditing Clerks). Italian American = 100% of First Ancestry and 50% of Second Ancestry for 051 (Italian) and 068 (Sicilian).
2-Internal (all groups)	30.00%	Employees in titles CUNY Office Assistant or EOC Office Assistant, Civil Service permanency not required; as of 6/1/2018.

Title(s)	Employees
Finance Accountant Asst	10

Group: **Administrative Assistant**

Employees: 16

Description

Administrative Support Staff-Senior Level

Labor Market Availability Factors

LMA Factor	Weight	Explanation
1-External	0.00%	Internal Only - Promotional Title
1-Ext Italian-Amer.		Internal Only
2-Internal (all groups)	100.00%	Population of employees on the active CUNY Administrative Assistant Civil Service list #2055 (413 CUNY employees). CUNY Office Assistant Levels 3 or 4 with Civil Service permanency were eligible to take this examination.

Title(s)	Employees

Category: Administrative Support Workers

CUNY Admin Asst	16

Group: **Mail Services Worker**

Employees: 2

Description

Mail Services Workers

Labor Market Availability Factors

LMA Factor	Weight	Explanation
1-External	100.00%	2013-2017 ACS, NY/NJ MSA workforce, no degree requirement, in the following occupation: 5850 (Mail Clerks/Mail Machine Operators, Except Postal Service).
1-Ext Italian-Amer.		2013-2017 ACS, NY/NJ MSA workforce, no degree requirement, in occupation 5850 (Mail Clerks/Mail Machine Operators, Except Postal Service). Italian American = 100% of First Ancestry and 50% of Second Ancestry for 051 (Italian) and 068 (Sicilian).
2-Internal (all groups)	0.00%	NA

Title(s)	Employees
Mail Message Svcs Worker	2

Category: Administrative Support Workers

Group: **Office Assistant**

Employees: 57

Description

Administrative Support Staff-Entry Level

Labor Market Availability Factors

LMA Factor	Weight	Explanation
1-External	100.00%	2013-2017 ACS, NY/NJ MSA workforce, individuals with a High School Diploma or higher and in the following occupations: 5700 (Secretaries and Administrative Assistants), 5820 (Word Processors and Typists), 5860 (Office Clerks, General), and 5940 (Office Administrative Support Workers, all other).
1-Ext Italian-Amer.		2013-2017 ACS, NY/NJ MSA workforce, individuals with a High School Diploma or higher and in the following occupations: 5700 (Secretaries and Administrative Assistants), 5820 (Word Processors and Typists), 5860 (Office Clerks, General), and 5940 (Office Administrative Support Workers, all other). Italian American = 100% of First Ancestry and 50% of Second Ancestry for 051 (Italian) and 068 (Sicilian).
2-Internal (all groups)	0.00%	NA

Title(s)	Employees
CUNY Office Assistant	57

Category: Technicians

Group: **Administration 4 (College Lab Tech)**

Employees: 44

Description

College Laboratory Technicians (abbreviated as "CLT")

For utilization analyses reviewed by sub-group: Science/Technical/Engineering; Other Lab Techs.

Labor Market Availability Factors

LMA Factor	Weight	Explanation
1-External	100.00%	2013-2017 ACS, NY/NJ MSA workforce with High School Diploma or Higher. For the Scientific/Technical/IT specialty, in the following occupations: 1050 (Computer Support Specialists), 1965 (Other Life Physical and Social Science Technicians), 1910 (Biological Technicians), 1920 (Chemical Technicians), 1550 (Engineering Technicians), 2860 (Miscellaneous Media and Communications Workers). For the "Other" Specialty, 1050 (Computer Support Specialists), 1950 (Social Science Research Assistants), 2440 (Library Technicians), and 2860 (Miscellaneous Media and Communications Workers).
1-Ext Italian-Amer.		2013-2017 ACS, NY/NJ MSA workforce with High School Diploma or Higher. For the Scientific/Technical/IT specialty, in the following occupations: 1050 (Computer Support Specialists), 1965 (Other Life Physical and Social Science Technicians), 1910 (Biological Technicians), 1920 (Chemical Technicians), 1550 (Engineering Technicians), 2860 (Miscellaneous Media and Communications Workers). For the "Other" Specialty, 1050 (Computer Support Specialists), 1950 (Social Science Research Assistants), 2440 (Library Technicians), and 2860 (Miscellaneous Media and Communications Workers). Italian American = 100% of First Ancestry and 50% of Second Ancestry for 051 (Italian) and 068 (Sicilian).
2-Internal (all groups)	0.00%	NA

Title(s)	Employees
Chief College Lab Tech	11
College Lab Tech	14
Sr College Lab Tech	19

Category: Technicians

Group: **Broadcast/Media**

Employees: 1

Description

Broadcast and Mass Media Technicians and Graphic Designers

In 2019, number of titles and scope were expanded

Labor Market Availability Factors

LMA Factor	Weight	Explanation
1-External	100.00%	2013-2017 ACS, NY/NJ MSA workforce, High School Diploma or higher in the following occupations: 2900 (Broadcast and Sound Engineering Technicians and Radio Operators and Other Workers), 2920 (Television, Video, and Motion Picture Camera Operators and Editors), 2710 (Producers and Directors).
1-Ext Italian-Amer.		2013-2017 ACS, NY/NJ MSA workforce, High School Diploma or higher in the following occupations: 2900 (Broadcast and Sound Engineering Technicians and Radio Operators and Other Workers), 2920 (Television, Video, and Motion Picture Camera Operators and Editors), 2710 (Producers and Directors). Italian American = 100% of First Ancestry and 50% of Second Ancestry for 051 (Italian) and 068 (Sicilian).
2-Internal (all groups)	0.00%	NA

Title(s)	Employees
Media Svcs Tech	1

Category: Technicians

Group: **Print Shop**

Employees: 5

Description

Print Shop and Related Tech Workers

Labor Market Availability Factors

LMA Factor	Weight	Explanation
1-External	100.00%	2013-2017 ACS, NY/NJ MSA workforce, no degree requirement, in the following occupations: 5900 (Office Machine Operators except Computers), 8250 (Pre-Press Technicians), 8255 (Printing Press Operators), and 8256 (Binding and Finishing Workers). Note: 2630 (Graphic Designers) was not included given small population at CUNY and very large population in the workforce.
1-Ext Italian-Amer.		2013-2017 ACS, NY/NJ MSA workforce, no degree requirement, in the following occupations: 5900 (Office Machine Operators except Computers), 8250 (Pre-Press Technicians), 8255 (Printing Press Operators), and 8256 (Binding and Finishing Workers). Note: 2630 (Graphic Designers) was not included given small population at CUNY and very large population in the workforce. Italian American = 100% of First Ancestry and 50% of Second Ancestry for 051 (Italian) and 068 (Sicilian).
2-Internal (all groups)	0.00%	NA

Title(s)	Employees
Graphics Designer	3
Print Shop Associate	2

Category: Craft Workers

Group: **Basic Crafts-Buildings and Grounds**

Employees: 16

Description

Buildings and Grounds Workers

In 2017, Maintenance Workers moved from Skilled Trades into this group. In 2019, Supervisor (Maintenance and Labor) moved from Skilled Trades into this group.

Labor Market Availability Factors

LMA Factor	Weight	Explanation
1-External	80.00%	2013-2017 ACS, NY/NJ MSA workforce, no degree requirement, in the following occupations: 4210 (First-Line Supervisors of Landscape/Lawn Service/Grounds Workers), 4250 (Grounds Maintenance Workers), 7200 (Automotive Service Technicians and Mechanics), 7340 (Maintenance and Repair Workers-General), 9140 (Tax Drivers and Chauffeurs), and 9120 (Bus Drivers).
1-Ext Italian-Amer.		2013-2017 ACS, NY/NJ MSA workforce, no degree requirement, in the following occupations: 4210 (First-Line Supervisors of Landscape/Lawn Service/Grounds Workers), 4250 (Grounds Maintenance Workers), 7200 (Automotive Service Technicians and Mechanics), 7340 (Maintenance and Repair Workers-General), 9140 (Tax Drivers and Chauffeurs), and 9120 (Bus Drivers). Italian American = 100% of First Ancestry and 50% of Second Ancestry for 051 (Italian) and 068 (Sicilian).
2-Internal (all groups)	20.00%	Employees in the Custodian and Custodial Supervisor job groups, and employees in Helper titles in the Laborers and Helpers job group, Civil Service permanency not required, as of 6/1/2018.

Title(s)	Employees
Maintenance Worker	7
Motor Vehicle Operator	7
Supervisor (Maint&Labor)	2

Category: Craft Workers

Group: **Laborers and Helpers**

Employees: 11

Description

Entry-Level Craft Workers

In 2017, split from Skilled Trades

Labor Market Availability Factors

LMA Factor	Weight	Explanation
1-External	60.00%	2013-2017 ACS, NY/NJ MSA workforce, no degree requirement, in the following occupations: 6600 (Helpers-Electricians, Helpers-Pipelayers, etc.) and 9630 (Laborers and Freight, Stock and Material Movers).
1-Ext Italian-Amer.		2013-2017 ACS, NY/NJ MSA workforce, no degree requirement, in the following occupations: 6600 (Helpers-Electricians, Helpers-Pipelayers, etc.) and 9630 (Laborers and Freight, Stock and Material Movers). Italian American = 100% of First Ancestry and 50% of Second Ancestry for 051 (Italian) and 068 (Sicilian).
2-Internal (all groups)	40.00%	Employees in the Custodial Assistant and Maintenance Worker titles, Civil Service permanency not required, as of 6/1/2018.

Title(s)	Employees
Laborer	11

Category: Craft Workers

Group: **Skilled Trades**

Employees: 52

Description

Skilled Tradespeople

Labor Market Availability Factors

LMA Factor	Weight	Explanation
1-External	75.00%	2013-2017 ACS, NY/NJ MSA workforce, no degree requirement, in the following occupations: 6230 (Carpenters), 6250 (Cement Masons/Concrete Finishers), 6335 (Electricians), 6420 (Painters and Paper Hangers), 6440 (Pipelayers, Plumbers, Pipefitters, and Steamfitters), 6460 (Plasterers and Stucco Masons), 6515 (Roofers), 6700 (Elevator Installers and Repairers), 7300 (Control and Valve Installers and Repairers), 7350 (Machinery Maintenance Workers), 7540 (Locksmiths and Safe Repairers), 8030 (Machinists), and 8610 (Stationary Engineers and Boiler Operators).
1-Ext Italian-Amer.		2013-2017 ACS, NY/NJ MSA workforce, no degree requirement, in the following occupations: 6230 (Carpenters), 6250 (Cement Masons/Concrete Finishers), 6335 (Electricians), 6420 (Painters and Paper Hangers), 6440 (Pipelayers, Plumbers, Pipefitters, and Steamfitters), 6460 (Plasterers and Stucco Masons), 6515 (Roofers), 6700 (Elevator Installers and Repairers), 7300 (Control and Valve Installers and Repairers), 7350 (Machinery Maintenance Workers), 7540 (Locksmiths and Safe Repairers), 8030 (Machinists), 8610 (Stationary Engineers and Boiler Operators). Italian American = 100% of First Ancestry and 50% of Second Ancestry for 051 (Italian) and 068 (Sicilian).
2-Internal (all groups)	25.00%	Employees in the title of Maintenance Worker or in any of the Helper titles in the Laborer-Helper job group, Civil Service permanency not required, as of 6/1/2018.

Title(s)	Employees
Carpenter	2
Electrician	7
High Pressure Plant Tender	8
Locksmith	1
Oiler	2
Painter	6
Plumber	3
Stationary Engineer	18
Steamfitter	1
Thermostat Repairer	4

Category: Craft Workers

Group: **Skilled Trades-Supervisor**

Employees: 9

Description

Skilled Trades Supervisors

Labor Market Availability Factors

LMA Factor	Weight	Explanation
1-External	0.00%	Internal Only-Promotional Title
1-Ext Italian-Amer.		Internal Only
2-Internal (all groups)	100.00%	Employees with Civil Service permanency in Skilled Trade job group titles corresponding to the supervisory titles as of 6/1/2018.

Title(s)	Employees
Carpenter Supervisor	1
Electrician Supervisor	1
Mechanic Supervisor	1
Painter Supervisor	1
Plumber Supervisor	1
Stationary Engineer Sr	3
Thermostat Repairer Supv	1

Category: Service Workers and Others

Group: **Campus Peace Officer**

Employees: 25

Description

Campus Security-Mid Level Staff

Prior to 2019, security staff titles were divided into CPO1 (CSA and CPO Level 1) and CPO2 (CPO Level 2)

Labor Market Availability Factors

LMA Factor	Weight	Explanation
1-External	0.00%	2013-2017 ACS, New York State residents within the NY/NJ MSA workforce, with one year or more of College and in the occupation of 3850 (Police and Sheriffs Patrol Officers).
1-Ext Italian-Amer.		2013-2017 ACS, New York State residents within the NY/NJ MSA workforce with one year or more of College and in the occupation of 3850 (Police and Sheriffs Patrol Officers). Italian American = 100% of First Ancestry and 50% of Second Ancestry for 051 (Italian) and 068 (Sicilian).
2-Internal (all groups)	20.00%	Employees in the title of Campus Security Assistant, Civil Service permanency not required, as of 6/1/2018.

Title(s)	Employees
Campus Peace Officer	24
Campus Security Officer	1

Category: Service Workers and Others

Group: **Campus Public Safety Sergeant**

Employees: 20

Description

Campus Security Supervisors and Campus Security Specialists

Labor Market Availability Factors

LMA Factor	Weight	Explanation
1-External	0.00%	For Campus Public Safety Sergeant, Internal only (promotional title). For Campus Security Specialist, candidates on a Civil Service list as of 6/1/2018; however not calculated as demographic data was not available and a small number were hired externally.
1-Ext Italian-Amer.		For Campus Public Safety Sergeant, Internal only (promotional title). For Campus Security Specialist, candidates on a Civil Service list as of 6/1/2018; however not calculated as demographic data was not available and a small number were hired externally.
2-Internal (all groups)	100.00%	For Campus Public Safety Sergeant, employees in the title of Campus Peace Officer with Civil Service permanency and two years of permanent service as of 6/1/2018.

Title(s)	Employees
Campus Pub Safety Sergeant	10
Campus Security Specialist	10

Category: Service Workers and Others

Group: **Campus Security Assistant**

Employees: 64

Description

Campus Security-Entry Level Staff

Prior to 2019, security staff titles were divided into CPO1 (CSA and CPO Level 1) and CPO2 (CPO Level 2)

Labor Market Availability Factors

LMA Factor	Weight	Explanation
1-External	100.00%	2013-2017 ACS, New York State residents within the NY/NJ MSA workforce with High School Diploma or higher and one year of work experience (using proxy of minimum age of 18) and in the occupation of 3930 (Security Guards and Gaming Surveillance Officers).
1-Ext Italian-Amer.		2013-2017 ACS, New York State residents within the NY/NJ MSA with High School Diploma or higher and one year of work experience (using proxy of minimum age of 18) and in the occupation of 3930 (Security Guards and Gaming Surveillance Officers). Italian American = 100% of First Ancestry and 50% of Second Ancestry for 051 (Italian) and 068 (Sicilian).
2-Internal (all groups)	0.00%	NA

Title(s)	Employees
Campus Security Asst	64

Category: Service Workers and Others

Group: **Custodial**

Employees: 75

Description

Custodians-Entry Level

Labor Market Availability Factors

LMA Factor	Weight	Explanation
1-External	100.00%	2013-2017 ACS, NY/NJ MSA workforce, no degree requirement, in the occupation 4220 (Janitors and Building Cleaners).
1-Ext Italian-Amer.		2013-2017 ACS, NY/NJ MSA workforce, no degree requirement, in the following occupation: 4220 (Janitors and Building Cleaners). Italian American = 100% of First Ancestry and 50% of Second Ancestry for 051 (Italian) and 068 (Sicilian).
2-Internal (all groups)	0.00%	NA

Title(s)	Employees
Custodial Assistant	75

Group: **Custodial Supervisor**

Employees: 14

Description

Custodial Supervisors

Labor Market Availability Factors

LMA Factor	Weight	Explanation
1-External	45.00%	2013-2017 ACS, NY/NJ MSA workforce, 8th Grade education or higher and in the occupation 4200 (First-Line Supervisors/Managers of Housekeeping and Janitorial Workers).
1-Ext Italian-Amer.		2013-2017 ACS, NY/NJ MSA workforce, 8th Grade education or higher and in the occupation 4200 (First-Line Supervisors/Managers of Housekeeping and Janitorial Workers). Italian American = 100% of First Ancestry and 50% of Second Ancestry for 051 (Italian) and 068 (Sicilian).
2-Internal (all groups)	55.00%	Employees in the Custodial job group who are not temporary as of 6/1/2018.

Title(s)	Employees
Custodial Principal Supv	1
Custodial Sr Supervisor	6

APP C-27

Category: Service Workers and Others

Custodial Supervisor   7

In the 2019-2020 Academic Year, CUNY added the titles listed below (not all are used at the College)

Job Code and Title Name	Job Group
200587 Univ Vice Chancellor Compliance and Audit	ADMIN1-EXEC
200588 Univ Associate Vice Chancellor Communications and Marketing	ADMIN1-EXEC
200589 Univ Exec Deputy Director Engineering	ADMIN1-EXEC
200590 Assistant Dean Continuing Education	ADMIN1-EXEC
200592 Univ Assistant Vice Chancellor	ADMIN1-EXEC
200594 Univ Exec Director Advancement	ADMIN1-EXEC
200595 University Executive Director Investigations	ADMIN1-EXEC
200597 Prof School Executive Director Info Technology (PAstAdm)	ADMIN1-EXEC
200598 Univ Sr Vice Chancellor Labor Relations	ADMIN1-EXEC
200599 Univ Sr Advisor to the Executive Vice Chancellor	ADMIN1-EXEC
200601 Prof School Assistant Dean of Academic Affairs	ADMIN1-EXEC
200603 Exec Director Master's Program in Public Adm (AstAdm)	ADMIN1-EXEC

Appendix D lists faculty department assignments and disciplines to which they are assigned for utilization reporting. Department names and assignments are as recorded in the CUNYfirst system. Only those departments with assigned faculty are listed here. Disciplines listing fewer than five faculty in a job group are listed here but will not be included in the utilization analyses in Appendix E.

Labor Market Availability is normally obtained from the Earned Degrees Conferred data provided by the National Center for Education Statistics. Exceptions, including blended rates, are noted.

Total Faculty: 535

Discipline: **Architecture and Related Services**

Faculty: 25

Department ID	Department Name	Faculty
10020	Architecture, Department	25

Discipline: **Biological and Biomedical Sciences**

Faculty: 23

Department ID	Department Name	Faculty
10033	Biology	23

Discipline: **Biological and Biomedical Sciences AND Physical Sciences**

Faculty: 26

Department ID	Department Name	Faculty
10051	Chemistry and Biochemistry	26

Discipline: **Business, Management, Marketing, Support Services**

Faculty: 11

Department ID	Department Name	Faculty
10088	Economics and Business	11

Discipline: **Communications, Journalism, and Related Programs**

Faculty: 16

Department ID	Department Name	Faculty
10061	Media and Communications Arts	16

Discipline: **Communications, Journalism, etc. AND Visual and Performing Arts**

Faculty: 8

Department ID	Department Name	Faculty
10296	Theatre and Speech	8

Discipline: **Computer and Information Sciences and Support Services**

Faculty: 24

Department ID	Department Name	Faculty
10066	Computer Science	24

Discipline: **Education**

Faculty: 33

Department ID	Department Name	Faculty
10099	Curriculum & Instruction	18
10404	Leadership & Human Development	15

Discipline: **Education - Developmental**

Faculty: 9

Department ID	Department Name	Faculty

| 65098 | SEEK Cnsl'g/Stud. Support | 9 |

Discipline: **Engineering**

Faculty: 92

Department ID	Department Name	Faculty
10037	Biomedical Engineering	13
10048	Chemical Engineering	13
10052	Civil Engineering	18
10385	Dean of Engineering	1
10096	Electrical Engineering	26
10196	Mechanical Engineering	21

Discipline: **English Language and Literature/Letters**

Faculty: 26

Department ID	Department Name	Faculty
10102	English	26

Discipline: **Foreign Languages, Literatures, and Linguistics**

Faculty: 23

Department ID	Department Name	Faculty
10117	Classical & Modern Lang & Lit	23

Discipline: **History**

Faculty: 23

Department ID	Department Name	Faculty
10147	History	23

Discipline: **Liberal Arts and Sciences, General Studies & Humanities**

Faculty: 11

Department ID	Department Name	Faculty
10413	Dean of InterDisc Studies	11

Discipline: **Library (Librarians/Non-Teaching)**

Faculty: 14

Department ID	Department Name	Faculty
70054	Library	14

Discipline: **Mathematics and Statistics**

Faculty: 26

Department ID	Department Name	Faculty
10195	Mathematics	26

Discipline: **Natural Resources and Conservation**

Faculty: 13

Department ID	Department Name	Faculty

| 10085 | Earth And Atmospheric Sciences | 13 |

Discipline: **Philosophy and Religious Studies**

Faculty: 9

Department ID	Department Name	Faculty
10221	Philosophy	9

Discipline: **Physical Sciences**

Faculty: 28

Department ID	Department Name	Faculty
10228	Physics	28

Discipline: **Psychology**

Faculty: 33

Department ID	Department Name	Faculty
10245	Psychology	33

Discipline: **Social Sciences**

Faculty: 29

Department ID	Department Name	Faculty
10015	Anthropolgy, Gen & Int Studies	6
10236	Political Science	12
10283	Sociology	11

Discipline: **Visual and Performing Arts**

Faculty: 33

Department ID	Department Name	Faculty
10021	Art	21
10207	Music	12

Appendix D-1 lists categories assigned to College Laboratory Technicians (Administration 4 Group) based on the academic department to which they are assigned (either "Science Technology and Engineering" or "All Other").

Groups of less than five employees total are listed below but will not be included in the utilization analyses in Appendix E.

Full-Time Employee Count: 44

Discipline: **College Lab Tech-Blended Science Engineering Technical**
Employees: 31

Department ID	Department Name	Technicians
10020	Architecture, Department	1
10033	Biology	5
10037	Biomedical Engineering	1
10048	Chemical Engineering	1
10051	Chemistry and Biochemistry	6
10052	Civil Engineering	4
10085	Earth And Atmospheric Sciences	1
10096	Electrical Engineering	4
10196	Mechanical Engineering	4
10228	Physics	4

Discipline: **College Lab Tech-Other**
Employees: 13

Department ID	Department Name	Technicians
10021	Art	5
10099	Curriculum & Instruction	1
80168	Div of Govt Community Affairs	1
10061	Media and Communications Arts	3
10207	Music	2
10296	Theatre and Speech	1

APPENDIX E-1 - ADMINISTRATOR / STAFF UTILIZATION BY JOB GROUP (ITALIAN AMERICAN PLAN) 2020-2021

City College

Appendix E-1 presents utilization and underutilization of protected groups by job group. A group is displayed only when five or more employees assigned to it.

Underutilization occurs where the utilization of a protected group is less than 80% of Labor Market Availability. We calculate a number approximating the number of full-time employees that would be needed to make utilization equal to the labor market. Where utilization is zero (0), underutilization exists but not to the level of one full-time equivalent employee. Blanks indicate no underutilization.

Underutilization numbers represent specific placement goals as prescribed for federal Affirmative Action Plans.

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

Category: Executive/Administrative/Managerial

Job Group: **Administration 1 (Executive)**

Description: Executive Compensation Plan (Other Than Chief Executive)

Full-Time Employees: 25

Employees in this group hold the following titles:

Title ID	Title Name
04315	Administrator
04320	Assc Dean
04723	Asst Administrator
04316	Asst Vice President
04314	Dean
04701	Sr Vice President
04702	Vice President

Utilization Report						
	Female	**Total Minority**	**Asian/Nat. Haw./Other Pac. Isl.**	**Black/African Am.**	**Hispanic/ Latino**	**Italian American**
Number of Employees	10	12	1	7	4	2
Underutilized (Y = Yes)			Y			
Number Underutilized			1			
Actual Utilization Percent	40.0%	48.0%	4.0%	28.0%	16.0%	8.0%
Labor Market Avail. Percent	44.2%	27.7%	9.8%	8.8%	7.9%	7.2%

City College

Category: Executive/Administrative/Managerial

Job Group: **Administration 2 (Manager)**

Description: Manager-Level Administrators

Full-Time Employees: 133

Employees in this group hold the following titles:

Title ID	Title Name
04075	HE Associate
04097	HE Officer

Utilization Report					
	Female	**Total Minority**	**Asian/Nat. Haw./Other Pac. Isl.**	**Black/African Am.**	**Hispanic/ Latino**	**Italian American**
---	---	---	---	---	---	---
Number of Employees	76	82	14	40	25	7
Underutilized (Y = Yes)						Y
Number Underutilized						6
Actual Utilization Percent	57.1%	61.7%	10.5%	30.1%	18.8%	5.3%
Labor Market Avail. Percent	57.4%	48.1%	11.0%	19.6%	15.7%	10.0%

Category: Professional Non-Faculty

Job Group: **Accountant**

Description: Accountants (Professionals)

Full-Time Employees: 7

Employees in this group hold the following titles:

Title ID	Title Name
04801	Finance Accountant
12121	Purchasing Agent

Utilization Report					
	Female	**Total Minority**	**Asian/Nat. Haw./Other Pac. Isl.**	**Black/African Am.**	**Hispanic/ Latino**	**Italian American**
Number of Employees	5	7	3	3	1	0
Underutilized (Y = Yes)						Y
Number Underutilized						0
Actual Utilization Percent	71.4%	100.0%	42.9%	42.9%	14.3%	0.0%
Labor Market Avail. Percent	83.6%	72.6%	20.5%	34.2%	17.8%	4.1%

City College

Category: Professional Non-Faculty

Job Group: **Administration 3 (Professional)**

Description: Entry and Mid-Level Administrators (Professionals)

Full-Time Employees: 154

Employees in this group hold the following titles:

Title ID	Title Name
04017	Asst to HEO
04099	HE Assistant
04134	Research Assc
04132	Research Asst

Utilization Report						
	Female	**Total Minority**	**Asian/Nat. Haw./Other Pac. Isl.**	**Black/African Am.**	**Hispanic/ Latino**	**Italian American**
Number of Employees	92	120	29	42	49	2
Underutilized (Y = Yes)						Y
Number Underutilized						18
Actual Utilization Percent	59.7%	77.9%	18.8%	27.3%	31.8%	1.3%
Labor Market Avail. Percent	69.0%	43.4%	12.3%	16.7%	12.5%	12.8%

Category: Professional Non-Faculty

Job Group: **IT Computer Professional**

Description: Information Technology Professionals

Full-Time Employees: 41

Employees in this group hold the following titles:

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

Utilization Report						
	Female	**Total Minority**	**Asian/Nat. Haw./Other Pac. Isl.**	**Black/African Am.**	**Hispanic/ Latino**	**Italian American**
Number of Employees	11	37	14	9	13	0
Underutilized (Y = Yes)	Y					Y
Number Underutilized	6					3
Actual Utilization Percent	26.8%	90.2%	34.1%	22.0%	31.7%	0.0%
Labor Market Avail. Percent	42.3%	55.7%	28.0%	13.3%	12.7%	8.2%

Category: Administrative Support Workers

Job Group: **Accountant Assistant**

Description: Accounting Support Staff (Accounting and Purchasing Agent Assistants a

Full-Time Employees: 10

Employees in this group hold the following titles:

Title ID	Title Name
04800	Finance Accountant Asst

Utilization Report					
	Female	**Total Minority**	**Asian/Nat. Haw./Other Pac. Isl.**	**Black/African Am.**	**Hispanic/ Latino**	**Italian American**
Number of Employees	9	10	2	6	2	0
Underutilized (Y = Yes)						Y
Number Underutilized						1
Actual Utilization Percent	90.0%	100.0%	20.0%	60.0%	20.0%	0.0%
Labor Market Avail. Percent	83.1%	49.2%	10.8%	19.3%	17.3%	14.0%

Category: Administrative Support Workers

Job Group: **Administrative Assistant**

Description: Administrative Support Staff-Senior Level

Full-Time Employees: 16

Employees in this group hold the following titles:

Title ID	Title Name
04804	CUNY Admin Asst

Utilization Report					
	Female	**Total Minority**	**Asian/Nat. Haw./Other Pac. Isl.**	**Black/African Am.**	**Hispanic/ Latino**	**Italian American**
---	---	---	---	---	---	---
Number of Employees	15	15	0	10	5	0
Underutilized (Y = Yes)			Y			Y
Number Underutilized			1			1
Actual Utilization Percent	93.8%	93.8%	0.0%	62.5%	31.3%	0.0%
Labor Market Avail. Percent	90.3%	68.0%	7.5%	36.3%	24.0%	6.5%

City College

Category: Administrative Support Workers

Job Group: **Office Assistant**

Description: Administrative Support Staff-Entry Level

Full-Time Employees: 57

Employees in this group hold the following titles:

Title ID	Title Name
04802	CUNY Office Assistant

Utilization Report					
	Female	**Total Minority**	**Asian/Nat. Haw./Other Pac. Isl.**	**Black/African Am.**	**Hispanic/ Latino**	**Italian American**
Number of Employees	44	52	2	29	20	0
Underutilized (Y = Yes)			Y			Y
Number Underutilized			2			10
Actual Utilization Percent	77.2%	91.2%	3.5%	50.9%	35.1%	0.0%
Labor Market Avail. Percent	87.9%	40.0%	7.8%	14.3%	16.2%	17.4%

City College

Category: Craft Workers

Job Group: **Basic Crafts-Buildings and Grounds**

Description: Buildings and Grounds Workers

Full-Time Employees: 16

Employees in this group hold the following titles:

Title ID	Title Name
90698	Maintenance Worker
91212	Motor Vehicle Operator
91310	Supervisor (Maint&Labor)

Utilization Report						
	Female	**Total Minority**	**Asian/Nat. Haw./Other Pac. Isl.**	**Black/African Am.**	**Hispanic/ Latino**	**Italian American**
Number of Employees	0	11	2	4	5	1
Underutilized (Y = Yes)	Y					Y
Number Underutilized	3					0
Actual Utilization Percent	0.0%	68.8%	12.5%	25.0%	31.3%	6.3%
Labor Market Avail. Percent	16.1%	67.7%	11.7%	22.8%	31.3%	7.8%

Category: Craft Workers

Job Group: **Laborers and Helpers**

Description: Entry-Level Craft Workers

Full-Time Employees: 11

Employees in this group hold the following titles:

Title ID	Title Name
90702	Laborer

Utilization Report						
	Female	**Total Minority**	**Asian/Nat. Haw./Other Pac. Isl.**	**Black/African Am.**	**Hispanic/ Latino**	**Italian American**
Number of Employees	1	11	0	8	3	0
Underutilized (Y = Yes)	Y		Y		Y	Y
Number Underutilized	1		1		1	1
Actual Utilization Percent	9.1%	100.0%	0.0%	72.7%	27.3%	0.0%
Labor Market Avail. Percent	20.9%	72.0%	6.2%	23.7%	39.3%	5.7%

City College

Category: Craft Workers

Job Group: **Skilled Trades-Supervisor**

Description: Skilled Trades Supervisors

Full-Time Employees: 9

Employees in this group hold the following titles:

Title ID	Title Name
92071	Carpenter Supervisor
91769	Electrician Supervisor
90774	Mechanic Supervisor
91873	Painter Supervisor
91972	Plumber Supervisor
04916	Stationary Engineer Sr
91964	Thermostat Repairer Supv

Utilization Report						
	Female	**Total Minority**	**Asian/Nat. Haw./Other Pac. Isl.**	**Black/African Am.**	**Hispanic/ Latino**	**Italian American**
Number of Employees	0	0	0	0	0	0
Underutilized (Y = Yes)	Y	Y	Y	Y	Y	Y
Number Underutilized	0	3	0	1	1	1
Actual Utilization Percent	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Labor Market Avail. Percent	2.3%	28.7%	3.8%	11.3%	13.0%	9.6%

Category: Craft Workers

Job Group: **Skilled Trades**

Description: Skilled Tradespeople

Full-Time Employees: 52

Employees in this group hold the following titles:

Title ID	Title Name
04899	Carpenter
91717	Electrician
91650	High Pressure Plant Tender
04905	Locksmith
04891	Oiler
91830	Painter
91915	Plumber
04915	Stationary Engineer
91940	Thermostat Repairer

Utilization Report					
	Female	**Total Minority**	**Asian/Nat. Haw./Other Pac. Isl.**	**Black/African Am.**	**Hispanic/ Latino**	**Italian American**
Number of Employees	3	18	3	6	9	3
Underutilized (Y = Yes)		Y			Y	Y
Number Underutilized		5			4	4
Actual Utilization Percent	5.8%	34.6%	5.8%	11.5%	17.3%	5.8%
Labor Market Avail. Percent	2.2%	45.1%	4.3%	13.1%	25.6%	13.9%

Category: Technicians

Job Group: **Print Shop**

Description: Print Shop and Related Tech Workers

Full-Time Employees: 5

Employees in this group hold the following titles:

Title ID	Title Name
04808	Graphics Designer
04806	Print Shop Associate

Utilization Report					
	Female	**Total Minority**	**Asian/Nat. Haw./Other Pac. Isl.**	**Black/African Am.**	**Hispanic/ Latino**	**Italian American**
Number of Employees	3	5	2	1	2	0
Underutilized (Y = Yes)						Y
Number Underutilized						1
Actual Utilization Percent	60.0%	100.0%	40.0%	20.0%	40.0%	0.0%
Labor Market Avail. Percent	24.5%	48.1%	8.4%	11.5%	27.1%	14.4%

Category: Service Workers and Others

Job Group: **Campus Public Safety Sergeant**

Description: Campus Security Supervisors and Campus Security Specialists

Full-Time Employees: 20

Employees in this group hold the following titles:

Title ID	Title Name
04846	Campus Pub Safety Sergeant
04845	Campus Security Specialist

Utilization Report					
	Female	**Total Minority**	**Asian/Nat. Haw./Other Pac. Isl.**	**Black/African Am.**	**Hispanic/ Latino**	**Italian American**
---	---	---	---	---	---	---
Number of Employees	5	16	0	8	8	2
Underutilized (Y = Yes)			Y	Y		
Number Underutilized			1	3		
Actual Utilization Percent	25.0%	80.0%	0.0%	40.0%	40.0%	10.0%
Labor Market Avail. Percent	21.9%	88.1%	4.9%	53.8%	27.4%	0.3%

Category: Service Workers and Others

Job Group: **Campus Peace Officer**

Description: Campus Security-Mid Level Staff

Full-Time Employees: 25

Employees in this group hold the following titles:

Title ID	Title Name
04844	Campus Peace Officer
04842	Campus Security Officer

	Utilization Report					
	Female	**Total Minority**	**Asian/Nat. Haw./Other Pac. Isl.**	**Black/African Am.**	**Hispanic/ Latino**	**Italian American**
Number of Employees	7	24	1	13	10	0
Underutilized (Y = Yes)			Y			Y
Number Underutilized			1			4
Actual Utilization Percent	28.0%	96.0%	4.0%	52.0%	40.0%	0.0%
Labor Market Avail. Percent	18.6%	53.8%	7.7%	24.1%	20.2%	15.9%

Category: Service Workers and Others

Job Group: **Campus Security Assistant**
Description: Campus Security-Entry Level Staff
Full-Time Employees: 64

Employees in this group hold the following titles:

Title ID	Title Name
04841	Campus Security Asst

	Utilization Report					
	Female	**Total Minority**	**Asian/Nat. Haw./Other Pac. Isl.**	**Black/African Am.**	**Hispanic/ Latino**	**Italian American**
Number of Employees	18	63	10	36	17	0
Underutilized (Y = Yes)						Y
Number Underutilized						5
Actual Utilization Percent	28.1%	98.4%	15.6%	56.3%	26.6%	0.0%
Labor Market Avail. Percent	19.8%	71.2%	6.9%	41.4%	20.4%	8.5%

Category: Service Workers and Others

Job Group: **Custodial Supervisor**

Description: Custodial Supervisors

Full-Time Employees: 14

Employees in this group hold the following titles:

Title ID	Title Name
80561	Custodial Principal Supv
80535	Custodial Sr Supervisor
04862	Custodial Supervisor

Utilization Report						
	Female	**Total Minority**	**Asian/Nat. Haw./Other Pac. Isl.**	**Black/African Am.**	**Hispanic/ Latino**	**Italian American**
Number of Employees	4	13	0	8	5	1
Underutilized (Y = Yes)			Y			
Number Underutilized			1			
Actual Utilization Percent	28.6%	92.9%	0.0%	57.1%	35.7%	7.1%
Labor Market Avail. Percent	32.7%	74.5%	5.3%	30.5%	38.0%	5.8%

Category: Service Workers and Others

Job Group: **Custodial**

Description: Custodians-Entry Level

Full-Time Employees: 75

Employees in this group hold the following titles:

Title ID	Title Name
04861	Custodial Assistant

Utilization Report					
	Female	**Total Minority**	**Asian/Nat. Haw./Other Pac. Isl.**	**Black/African Am.**	**Hispanic/ Latino**	**Italian American**
---	---	---	---	---	---	---
Number of Employees	18	74	2	48	24	0
Underutilized (Y = Yes)			Y		Y	Y
Number Underutilized			2		7	6
Actual Utilization Percent	24.0%	98.7%	2.7%	64.0%	32.0%	0.0%
Labor Market Avail. Percent	26.9%	68.0%	5.1%	19.8%	41.5%	7.6%

Appendix E-2 presents utilization and underutlization for College Laboratory Technicians, by general discipline and by protected demographic group. A group is displayed only when five or more employees are assigned to it.

Underutilization occurs where utilization of a given group is less than 80% of Labor Market Availability. We calculate a number approximating the number of full-time employees that would be needed to make utilization equal to the labor market. When this number is zero (0), underutilization exists but not to the level of one full-time equivalent employee. Blanks represent no underutilization.

Underutilization numbers represent specific placement goals as prescribed for federal Affirmative Action Plans.

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

College Lab Tech - Science, Tech, Eng.

Full-Time Employees: 31

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

Department ID   Department Name

10020	Architecture, Department
10033	Biology
10037	Biomedical Engineering
10048	Chemical Engineering
10051	Chemistry and Biochemistry
10052	Civil Engineering
10085	Earth And Atmospheric Sciences
10096	Electrical Engineering
10196	Mechanical Engineering
10228	Physics

Utilization Report					
	Female	Total Minority	Asian/Nat. Haw./Oth Pac. Isl.	Black/African Am.	Hispanic/ Latino	Italian American
Number of Employeees	6	19	12	3	4	1
Underutilized (Y = Yes)	Y					Y
Number Underutilized	3					3
Actual Utilization Percent	19.4%	61.3%	38.7%	9.7%	12.9%	3.2%
Labor Market Avail. Percent	27.8%	49.3%	22.4%	10.6%	14.2%	11.5%

College Lab Tech - Other

Full-Time Employees: 13

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

Department ID   Department Name

10021	Art
10099	Curriculum & Instruction
80168	Div of Govt Community Affairs
10061	Media and Communications Arts
10207	Music
10296	Theatre and Speech

	Utilization Report					
	Female	**Total Minority**	**Asian/Nat. Haw./Oth Pac. Isl.**	**Black/African Am.**	**Hispanic/ Latino**	**Italian American**
Number of Employeees	9	3	1	1	1	1
Underutilized (Y = Yes)		Y	Y	Y	Y	Y
Number Underutilized		4	2	0	1	0
Actual Utilization Percent	69.2%	23.1%	7.7%	7.7%	7.7%	7.7%
Labor Market Avail. Percent	30.4%	50.7%	22.4%	10.3%	16.0%	11.4%

Appendix E-3 presents utilization and underutilization, of faculty members in protected groups by faculty job group. A group is displayed only when five or more faculty are assigned to it.

Underutilization occurs where the utilization of a protected group is less than 80% of Labor Market Availability. We calculate a number approximating the number of full-time employees that would be needed to make utilization equal to the labor market. Where utilization is zero (0), underutilization exists but not to the level of one full-time equivalent employee. Blanks indicate no underutilization.

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

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

Job Group   **Faculty-Professorial**
Total Faculty: 465

	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino	Italian American
			Utilization Report			
Number of Faculty	168	161	80	38	42	17
Underutilized (Y = Yes)						Y
Number Underutilized						8
Actual Utilization Percent	36.1%	34.6%	17.2%	8.2%	9.0%	3.7%
Labor Market Avail. Percent	42.5%	24.9%	14.0%	4.2%	4.8%	5.3%

Job Group   **Faculty-Librarian**
Total Faculty: 14

	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino	Italian American
			Utilization Report			
Number of Faculty	8	6	1	2	3	0
Underutilized (Y = Yes)	Y					Y
Number Underutilized	4					1
Actual Utilization Percent	57.1%	42.9%	7.1%	14.3%	21.4%	0.0%
Labor Market Avail. Percent	82.8%	13.6%	4.0%	4.4%	3.8%	5.7%

Job Group   **Faculty-Lecturer**
Total Faculty: 53

	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino	Italian American
			Utilization Report			
Number of Faculty	25	18	4	9	5	1
Underutilized (Y = Yes)			Y			Y
Number Underutilized			3			5
Actual Utilization Percent	47.2%	34.0%	7.5%	17.0%	9.4%	1.9%
Labor Market Avail. Percent	52.4%	31.3%	14.1%	7.7%	7.6%	10.9%

Appendix F provides tables with detail on personnel activities and faculty tenure actions by ethnicity and gender. This first section (F-1) provides detail on personnel activity in the categories noted below, evaluated by job group and by EEO Category.

Detail on selected categories/groups with material levels of activity are published here.

Personnel Action Categories

Action Type	Description
Advancement	Moved to a job title that represents career advancement, whether or not on a published career path. Can be evaluated by sub-categories (Moved to a Higher Title within Group and Moved to a Higher Job Group).
Joined Group - Hire	Employed at the college for the first time, or re-hired after a break in service; includes employees who previously worked at another CUNY College and those appointed through Civil Service Transfer Rosters.
Joined Group - Internal Move	Joined group from another job group. Can be evaluated by sub-categories (Joined from a Higher Job Group, Joined from a Lower Job Group (Advancement), Other Change of Group, or Return to Faculty from Other Title).
Left Group - Internal Move	Left group to move to another job group. Can be evaluated by sub-categories (Move to a Higher Job Group (Advancement), Move to a Lower Job Group, Other Change of Group, or Return to Faculty from Other Title).
Left Group - Separation	Left employment at the college. Includes leaving CUNY entirely (for both voluntary and involuntary reasons) or leaving to take a job at another college, including through Civil Service Transfer Rosters.

EEO Category Summary

Executive/Administrative/Managerial

	Net category Changes	NET ADDITIONS		Additions by Type		NET SUBTRACTIONS		Subtractions by Type		Detail of Transfers or Promotions out of Category				CHANGES WITHIN CATEGORY (not counted in totals)	
		Additions #	Additions %	External Hires (CUNY or College)	Transfers or Promotions into this category	Subtractions #	Subtractions %	Separation (Left College or Left CUNY)	Transfers or Promotions out of this category	Left for a Higher category	Left for a Lower category	Other Change	Returned to Faculty	Advance-ments	Other Changes
Total	10	21		9	12	(11)		(10)	(1)	-	-	-	(1)	3	1
Male	2	10	48%	4	6	(8)	73%	(7)	(1)	-	-	-	(1)	1	-
Female	8	11	52%	5	6	(3)	27%	(3)	-	-	-	-	-	2	1
Other/Unknown	-	-	0%	-	-	-	0%	-	-	-	-	-	-	-	-
Total Min	11	14	67%	6	8	(3)	27%	(3)	-	-	-	-	-	3	1
Asian	2	2	10%	1	1	-	0%	-	-	-	-	-	-	2	-
Black	5	7	33%	2	5	(2)	18%	(2)	-	-	-	-	-	1	1
Hispanic	3	4	19%	2	2	(1)	9%	(1)	-	-	-	-	-	-	-
Other Minority	1	1	5%	1	-	-	0%	-	-	-	-	-	-	-	-
Italian-American	(2)	-	0%	-	-	(2)	18%	(2)	-	-	-	-	-	-	-
White (Not Ital)	1	7	33%	3	4	(6)	55%	(5)	(1)	-	-	-	(1)	-	-
All White	(1)	7	33%	3	4	(8)	73%	(7)	(1)	-	-	-	(1)	-	-
Unknown	-	-	0%	-	-	-	0%	-	-	-	-	-	-	-	-
Veterans	-	-	0%	-	-	-	0%	-	-	-	-	-	-	-	-
Individuals w/Disabilities	-	1	5%	1	-	(1)	9%	(1)	-	-	-	-	-	-	-

This chart summarizes moves of employees into and out of an EEO Job Category, which normally includes more than one job group. Moves between job groups within a category may appear in the "Internal Advancements" column.

EEO Category Summary

Professional Faculty

	Net category Changes	NET ADDITIONS		Additions by Type		NET SUBTRACTIONS		Subtractions by Type		Detail of Transfers or Promotions out of Category				CHANGES WITHIN CATEGORY (not counted in totals)	
		Additions #	Additions %	External Hires (CUNY or College)	Transfers or Promotions into this category	Subtractions #	Subtractions %	Separation (Left College or Left CUNY)	Transfers or Promotions out of this category	Left for a Higher category	Left for a Lower category	Other Change	Returned to Faculty	Advance-ments	Other Changes
Total	(7)	17		16	1	(24)		(22)	(2)	(2)	-	-	-	18	-
Male	(10)	8	47%	7	1	(18)	75%	(16)	(2)	(2)	-	-	-	11	-
Female	3	9	53%	9	-	(6)	25%	(6)	-	-	-	-	-	7	-
Other/Unknown	-	-	0%	-	-	-	0%	-	-	-	-	-	-	-	-
Total Min	2	7	41%	7	-	(5)	21%	(4)	(1)	(1)	-	-	-	8	-
Asian	(1)	1	6%	1	-	(2)	8%	(2)	-	-	-	-	-	2	-
Black	2	2	12%	2	-	-	0%	-	-	-	-	-	-	3	-
Hispanic	-	3	18%	3	-	(3)	13%	(2)	(1)	(1)	-	-	-	3	-
Other Minority	1	1	6%	1	-	-	0%	-	-	-	-	-	-	-	-
Italian-American	(1)	-	0%	-	-	(1)	4%	(1)	-	-	-	-	-	-	-
White (Not Ital)	(8)	10	59%	9	1	(18)	75%	(17)	(1)	(1)	-	-	-	10	-
All White	(9)	10	59%	9	1	(19)	79%	(18)	(1)	(1)	-	-	-	10	-
Unknown	-	-	0%	-	-	-	0%	-	-	-	-	-	-	-	-
Veterans	-	-	0%	-	-	-	0%	-	-	-	-	-	-	-	-
Individuals w/Disabilities	(1)	-	0%	-	-	(1)	4%	(1)	-	-	-	-	-	-	-

This chart summarizes moves of employees into and out of an EEO Job Category, which normally includes more than one job group. Moves between job groups within a category may appear in the "Internal Advancements" column.

Professional Non-Faculty

	Net category Changes	NET ADDITIONS Additions #	Additions %	Additions by Type: External Hires (CUNY or College)	Transfers or Promotions into this category	NET SUBTRACTIONS Subtractions #	Subtractions %	Subtractions by Type: Separation (Left College or Left CUNY)	Transfers or Promotions out of this category	Detail of Transfers or Promotions out of Category: Left for a Higher category	Left for a Lower category	Other Change	Returned to Faculty	CHANGES WITHIN CATEGORY (not counted in totals): Advancements	Other Changes
Total	(6)	9		9	-	(15)		(7)	(8)	(8)	-	-	-	1	1
Male	(1)	4	44%	4	-	(5)	33%	(2)	(3)	(3)	-	-	-	-	1
Female	(5)	5	56%	5	-	(10)	67%	(5)	(5)	(5)	-	-	-	1	-
Other/Unknown	-	-	0%	-	-	-	0%	-	-	-	-	-	-	-	-
Total Min	1	8	89%	8	-	(7)	47%	(2)	(5)	(5)	-	-	-	1	1
Asian	1	3	33%	3	-	(2)	13%	(1)	(1)	(1)	-	-	-	-	1
Black	(3)	1	11%	1	-	(4)	27%	-	(4)	(4)	-	-	-	-	-
Hispanic	3	4	44%	4	-	(1)	7%	(1)	-	-	-	-	-	1	-
Other Minority	-	-	0%	-	-	-	0%	-	-	-	-	-	-	-	-
Italian-American	-	-	0%	-	-	-	0%	-	-	-	-	-	-	-	-
White (Not Ital)	(7)	1	11%	1	-	(8)	53%	(5)	(3)	(3)	-	-	-	-	-
All White	(7)	1	11%	1	-	(8)	53%	(5)	(3)	(3)	-	-	-	-	-
Unknown	-	-	0%	-	-	-	0%	-	-	-	-	-	-	-	-
Veterans	-	-	0%	-	-	-	0%	-	-	-	-	-	-	-	-
Individuals w/Disabilities	(1)	-	0%	-	-	(1)	7%	(1)	-	-	-	-	-	-	-

This chart summarizes moves of employees into and out of an EEO Job Category, which normally includes more than one job group. Moves between job groups within a category may appear in the "Internal Advancements" column.

EEO Category Summary

Administrative Support Workers

	Net category Changes	NET ADDITIONS		Additions by Type		NET SUBTRACTIONS		Subtractions by Type		Detail of Transfers or Promotions out of Category				CHANGES WITHIN CATEGORY (not counted in totals)	
		Additions #	Additions %	External Hires (CUNY or College)	Transfers or Promotions into this category	Subtractions #	Subtractions %	Separation (Left College or Left CUNY)	Transfers or Promotions out of this category	Left for a Higher category	Left for a Lower category	Other Change	Returned to Faculty	Advance-ments	Other Changes
Total	2	12		11	1	(10)		(9)	(1)	(1)	-	-	-	4	-
Male	-	1	8%	1	-	(1)	10%	(1)	-	-	-	-	-	-	-
Female	2	11	92%	10	1	(9)	90%	(8)	(1)	(1)	-	-	-	4	-
Other/Unknown	-	-	0%	-	-	-	0%	-	-	-	-	-	-	-	-
Total Min	-	10	83%	9	1	(10)	100%	(9)	(1)	(1)	-	-	-	4	-
Asian	(1)	-	0%	-	-	(1)	10%	(1)	-	-	-	-	-	-	-
Black	(3)	3	25%	3	-	(6)	60%	(5)	(1)	(1)	-	-	-	3	-
Hispanic	5	7	58%	6	1	(2)	20%	(2)	-	-	-	-	-	1	-
Other Minority	(1)	-	0%	-	-	(1)	10%	(1)	-	-	-	-	-	-	-
Italian-American	-	-	0%	-	-	-	0%	-	-	-	-	-	-	-	-
White (Not Ital)	2	2	17%	2	-	-	0%	-	-	-	-	-	-	-	-
All White	2	2	17%	2	-	-	0%	-	-	-	-	-	-	-	-
Unknown	-	-	0%	-	-	-	0%	-	-	-	-	-	-	-	-
Veterans	-	-	0%	-	-	-	0%	-	-	-	-	-	-	-	-
Individuals w/Disabilities	-	-	0%	-	-	-	0%	-	-	-	-	-	-	-	-

This chart summarizes moves of employees into and out of an EEO Job Category, which normally includes more than one job group. Moves between job groups within a category may appear in the "Internal Advancements" column.

EEO Category Summary

Technicians

	Net category Changes	NET ADDITIONS Additions #	Additions %	Additions by Type External Hires (CUNY or College)	Transfers or Promotions into this category	NET SUBTRACTIONS Subtractions #	Subtractions %	Subtractions by Type Separation (Left College or Left CUNY)	Transfers or Promotions out of this category	Detail of Transfers or Promotions out of Category Left for a Higher category	Left for a Lower category	Other Change	Returned to Faculty	CHANGES WITHIN CATEGORY (not counted in totals) Advancements	Other Changes
Total	(1)	-		-	-	(1)		(1)	-	-	-	-	-	1	-
Male	-	-	0%	-	-	-	0%	-	-	-	-	-	-	1	-
Female	(1)	-	0%	-	-	(1)	100%	(1)	-	-	-	-	-	-	-
Other/Unknown	-	-	0%	-	-	-	0%	-	-	-	-	-	-	-	-
Total Min	-	-	0%	-	-	-	0%	-	-	-	-	-	-	1	-
Asian	-	-	0%	-	-	-	0%	-	-	-	-	-	-	1	-
Black	-	-	0%	-	-	-	0%	-	-	-	-	-	-	-	-
Hispanic	-	-	0%	-	-	-	0%	-	-	-	-	-	-	-	-
Other Minority	-	-	0%	-	-	-	0%	-	-	-	-	-	-	-	-
Italian-American	-	-	0%		-	-	0%	-	-	-	-	-	-	-	-
White (Not Ital)	(1)	-	0%	-	-	(1)	100%	(1)	-	-	-	-	-	-	-
All White	(1)	-	0%	-	-	(1)	100%	(1)	-	-	-	-	-	-	-
Unknown	-	-	0%	-	-	-	0%	-	-	-	-	-	-	-	-
Veterans	-	-	0%	-	-	-	0%	-	-	-	-	-	-	-	-
Individuals w/Disabilities	-	-	0%	-	-	-	0%	-	-	-	-	-	-	-	-

This chart summarizes moves of employees into and out of an EEO Job Category, which normally includes more than one job group. Moves between job groups within a category may appear in the "Internal Advancements" column.

EEO Category Summary

Craft Workers

	Net category Changes	NET ADDITIONS		Additions by Type		NET SUBTRACTIONS		Subtractions by Type		Detail of Transfers or Promotions out of Category				CHANGES WITHIN CATEGORY (not counted in totals)	
	Net category Changes	Additions #	Additions %	External Hires (CUNY or College)	Transfers or Promotions into this category	Subtractions #	Subtractions %	Separation (Left College or Left CUNY)	Transfers or Promotions out of this category	Left for a Higher category	Left for a Lower category	Other Change	Returned to Faculty	Advance-ments	Other Changes
Total	(4)	5		5	-	(9)		(9)	-	-	-	-	-	-	1
Male	(4)	5	100%	5	-	(9)	100%	(9)	-	-	-	-	-	-	1
Female	-	-	0%	-	-	-	0%	-	-	-	-	-	-	-	-
Other/Unknown	-	-	0%	-	-	-	0%	-	-	-	-	-	-	-	-
Total Min	(4)	3	60%	3	-	(7)	78%	(7)	-	-	-	-	-	-	-
Asian	-	-	0%	-	-	-	0%	-	-	-	-	-	-	-	-
Black	(1)	2	40%	2	-	(3)	33%	(3)	-	-	-	-	-	-	-
Hispanic	(3)	1	20%	1	-	(4)	44%	(4)	-	-	-	-	-	-	-
Other Minority	-	-	0%	-	-	-	0%	-	-	-	-	-	-	-	-
Italian-American	-	-	0%	-	-	-	0%	-	-	-	-	-	-	-	-
White (Not Ital)	-	2	40%	2	-	(2)	22%	(2)	-	-	-	-	-	-	1
All White	-	2	40%	2	-	(2)	22%	(2)	-	-	-	-	-	-	1
Unknown	-	-	0%	-	-	-	0%	-	-	-	-	-	-	-	-
Veterans	(2)	-	0%	-	-	(2)	22%	(2)	-	-	-	-	-	-	-
Individuals w/Disabilities	(1)	-	0%	-	-	(1)	11%	(1)	-	-	-	-	-	-	-

This chart summarizes moves of employees into and out of an EEO Job Category, which normally includes more than one job group. Moves between job groups within a category may appear in the "Internal Advancements" column.

EEO Category Summary

Service Workers and Others

	Net category Changes	NET ADDITIONS — Additions #	Additions %	Additions by Type — External Hires (CUNY or College)	Transfers or Promotions into this category	NET SUBTRACTIONS — Subtractions #	Subtractions %	Subtractions by Type — Separation (Left College or Left CUNY)	Transfers or Promotions out of this category	Detail of Transfers or Promotions out of Category — Left for a Higher category	Left for a Lower category	Other Change	Returned to Faculty	CHANGES WITHIN CATEGORY (not counted in totals) — Advancements	Other Changes
Total	(10)	28		28	-	(38)		(37)	(1)	(1)	-	-	-	3	2
Male	(5)	20	71%	20	-	(25)	66%	(24)	(1)	(1)	-	-	-	2	1
Female	(5)	8	29%	8	-	(13)	34%	(13)	-	-	-	-	-	1	1
Other/Unknown	-	-	0%	-	-	-	0%	-	-	-	-	-	-	-	-
Total Min	(9)	28	100%	28	-	(37)	97%	(36)	(1)	(1)	-	-	-	3	2
Asian	2	3	11%	3	-	(1)	3%	(1)	-	-	-	-	-	-	-
Black	(7)	16	57%	16	-	(23)	61%	(23)	-	-	-	-	-	1	1
Hispanic	(3)	9	32%	9	-	(12)	32%	(11)	(1)	(1)	-	-	-	2	1
Other Minority	(1)	-	0%	-	-	(1)	3%	(1)	-	-	-	-	-	-	-
Italian-American	-	-	0%	-	-	-	0%	-	-	-	-	-	-	-	-
White (Not Ital)	(1)	-	0%	-	-	(1)	3%	(1)	-	-	-	-	-	-	-
All White	(1)	-	0%	-	-	(1)	3%	(1)	-	-	-	-	-	-	-
Unknown	-	-	0%	-	-	-	0%	-	-	-	-	-	-	-	-
Veterans	(1)	-	0%	-	-	(1)	3%	(1)	-	-	-	-	-	-	-
Individuals w/Disabilities	-	-	0%	-	-	-	0%	-	-	-	-	-	-	-	-

This chart summarizes moves of employees into and out of an EEO Job Category, which normally includes more than one job group. Moves between job groups within a category may appear in the "Internal Advancements" column.

Appendix F-2 presents a summary of tenure actions. Tenure is a permanent status awarded on the basis of years of service and/or academic or research achievement.

Faculty in Professorial titles (other than visiting) are eligible for tenure which is awarded based on academic or research achievement and service. College Laboratory Technicians are eligible for tenure based on years of service, and Lecturers are eligible for a Certificate of Continuous Employment (CCE) based on years of service. K-12 Teachers and Counselors are also eligible for tenure.

Tenure is effective on September 1 of each academic year. Individuals listed here were awarded tenure effective September 1, 2019 (during this past plan year).

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

City College

Art

Assc Professor	Gained Tenure	Tenured	Male	White
College Lab Tech	Gained Tenure	Tenured	Male	White

Civil Engineering

Assc Professor	Gained Tenure	Tenured	Male	White

Dean of InterDisc Studies

Assc Professor	Gained Tenure	Tenured	Male	Black/African Am.
Assc Professor	Gained Tenure	Tenured	Female	White

Earth And Atmospheric Sciences

Professor	Hired with Tenure	Tenured	Male	Hispanic/Latino

Economics and Business

Assc Professor	Gained Tenure	Tenured	Male	Asian/Nat. Haw./Other Pac. Isl.

Leadership & Human Development

Assc Professor	Gained Tenure	Tenured	Female	Black/African Am.

Media and Communications Arts

College Lab Tech	Gained Tenure	Tenured	Female	White

Political Science

Assc Professor	Gained Tenure	Tenured	Male	White

Psychology

Assc Professor	Gained Tenure	Tenured	Male	White
Lecturer Doct Sch	Gained Tenure	CCE Certificate Continuous Emp	Male	White

SEEK Cnsl'g/Stud. Support

Assc Professor	Gained Tenure	Tenured	Male	Black/African Am.

Summary for the College

Total Staff:		Ttl Minority	Asian	Black/AfAm	Hispanic	Ital Amer	White Not Ital	Oth/Unk
3	Female	1	0	1	0	0	2	0
10	Male	4	1	2	1	0	6	0
0	Oth/Unk	0	0	0	0	0	0	0
13	Total	5	1	3	1	0	8	0

This appendix provides detail on searches performed by job group, ethnicity, and gender. Detail is provided on applicants, interviews, and offers. The scope of this report includes searches which officially concluded by a job offer during the previous plan year (June 1, 2019 through May 31, 2020).

Category Summary

Executive-Administrative-Managerial

	Records	Applicant	Appl%	Interview	Int%	Offer	Off%	Hire	Hire%
Total	1,112	1,111		6		6		6	
Male	351	351	32%	3	50%	3	50%	3	50%
Female	610	609	55%	3	50%	3	50%	3	50%
Other	140	140	13%	-	0%	-	0%	-	0%
Total Min	694	693	62%	3	50%	3	50%	3	50%
Asian	105	105	9%	1	17%	1	17%	1	17%
Black	331	331	30%	1	17%	1	17%	1	17%
Hispanic/Latino	221	220	20%	1	17%	1	17%	1	17%
Other inc 2 or more	37	37	3%	-	0%	-	0%	-	0%
Italian American	41	41	4%	-	0%	-	0%	-	0%
White (Not Ital)	307	307	28%	3	50%	3	50%	3	50%
All White	348	348	*31%*	3	*50%*	3	*50%*	3	*50%*
Unknown	70	70	6%	-	0%	-	0%	-	0%

Veterans	20	20	2%	-	0%	-	0%	-	0%
Indiv. w Disabilities	65	65	6%	-	0%	-	0%	-	0%

Category Summary

Professional Faculty

	Records	Applicant	Appl%	Interview	Int%	Offer	Off%	Hire	Hire%
Total	788	788		5		5		5	
Male	327	327	41%	2	40%	2	40%	2	40%
Female	351	351	45%	3	60%	3	60%	3	60%
Other	102	102	13%	-	0%	-	0%	-	0%
Total Min	445	445	56%	2	40%	2	40%	2	40%
Asian	173	173	22%	1	20%	1	20%	1	20%
Black	125	125	16%	-	0%	-	0%	-	0%
Hispanic/Latino	118	118	15%	-	0%	-	0%	-	0%
Other inc 2 or more	29	29	4%	1	20%	1	20%	1	20%
Italian American	21	21	3%	-	0%	-	0%	-	0%
White (Not Ital)	279	279	35%	3	60%	3	60%	3	60%
All White	300	300	*38%*	3	*60%*	3	*60%*	3	*60%*
Unknown	43	43	5%	-	0%	-	0%	-	0%

Veterans	20	20	3%	-	0%	-	0%	-	0%
Indiv. w Disabilities	33	33	4%	-	0%	-	0%	-	0%

Category Summary

Professional Non-Faculty

	Records	Applicant	Appl%	Interview	Int%	Offer	Off%	Hire	Hire%
Total	443	443		4		4		4	
Male	169	169	38%	1	25%	1	25%	1	25%
Female	227	227	51%	3	75%	3	75%	3	75%
Other	45	45	10%	-	0%	-	0%	-	0%
Total Min	330	330	74%	4	100%	4	100%	4	100%
Asian	72	72	16%	2	50%	2	50%	2	50%
Black	115	115	26%	-	0%	-	0%	-	0%
Hispanic/Latino	130	130	29%	2	50%	2	50%	2	50%
Other inc 2 or more	13	13	3%	-	0%	-	0%	-	0%
Italian American	12	12	3%	-	0%	-	0%	-	0%
White (Not Ital)	82	82	19%	-	0%	-	0%	-	0%
All White	94	94	*21%*	-	*0%*	-	*0%*	-	*0%*
Unknown	19	19	4%	-	0%	-	0%	-	0%

Veterans	6	6	1%	-	0%	-	0%	-	0%
Indiv. w Disabilities	15	15	3%	-	0%	-	0%	-	0%

Category Summary

Administrative Support Workers

	Records	Applicant	Appl%	Interview	Int%	Offer	Off%	Hire	Hire%
Total	205	205		1		1		1	
Male	61	61	30%	-	0%	-	0%	-	0%
Female	115	115	56%	1	100%	1	100%	1	100%
Other	29	29	14%	-	0%	-	0%	-	0%
Total Min	171	171	83%	1	100%	1	100%	1	100%
Asian	71	71	35%	1	100%	1	100%	1	100%
Black	61	61	30%	-	0%	-	0%	-	0%
Hispanic/Latino	38	38	19%	-	0%	-	0%	-	0%
Other inc 2 or more	1	1	0%	-	0%	-	0%	-	0%
Italian American	3	3	1%	-	0%	-	0%	-	0%
White (Not Ital)	26	26	13%	-	0%	-	0%	-	0%
All White	29	29	*14%*	-	*0%*	-	*0%*	-	*0%*
Unknown	5	5	2%	-	0%	-	0%	-	0%

Veterans	3	3	1%	-	0%	-	0%	-	0%
Indiv. w Disabilities	3	3	1%	-	0%	-	0%	-	0%

Category Summary

Craft Workers

	Records	Applicant	Appl%	Interview	Int%	Offer	Off%	Hire	Hire%
Total	64	64		2		2		2	
Male	45	45	70%	2	100%	2	100%	2	100%
Female	3	3	5%	-	0%	-	0%	-	0%
Other	15	15	23%	-	0%	-	0%	-	0%
Total Min	31	31	48%	1	50%	1	50%	1	50%
Asian	-	-	0%	-	0%	-	0%	-	0%
Black	21	21	33%	1	50%	1	50%	1	50%
Hispanic/Latino	8	8	13%	-	0%	-	0%	-	0%
Other inc 2 or more	2	2	3%	-	0%	-	0%	-	0%
Italian American	7	7	11%	-	0%	-	0%	-	0%
White (Not Ital)	25	25	39%	1	50%	1	50%	1	50%
All White	32	32	*50%*	1	*50%*	1	*50%*	1	*50%*
Unknown	1	1	2%	-	0%	-	0%	-	0%

	Records	Applicant	Appl%	Interview	Int%	Offer	Off%	Hire	Hire%
Veterans	1	1	2%	-	0%	-	0%	-	0%
Indiv. w Disabilities	1	1	2%	-	0%	-	0%	-	0%

Category Summary

Technicians

	Records	Applicant	Appl%	Interview	Int%	Offer	Off%	Hire	Hire%
Total	-	-		-		-		-	
Male	-	-	0%	-	0%	-	0%	-	0%
Female	-	-	0%	-	0%	-	0%	-	0%
Other	-	-	0%	-	0%	-	0%	-	0%
Total Min	-	-	0%	-	0%	-	0%	-	0%
Asian	-	-	0%	-	0%	-	0%	-	0%
Black	-	-	0%	-	0%	-	0%	-	0%
Hispanic/Latino	-	-	0%	-	0%	-	0%	-	0%
Other inc 2 or more	-	-	0%	-	0%	-	0%	-	0%
Italian American	-	-	0%	-	0%	-	0%	-	0%
White (Not Ital)	-	-	0%	-	0%	-	0%	-	0%
All White	-	-	*0%*	-	*0%*	-	*0%*	-	*0%*
Unknown	-	-	0%	-	0%	-	0%	-	0%

	Records	Applicant	Appl%	Interview	Int%	Offer	Off%	Hire	Hire%
Veterans	-	-	0%	-	0%	-	0%	-	0%
Indiv. w Disabilities	-	-	0%	-	0%	-	0%	-	0%

Category Summary

Service Workers and Others

	Records	Applicant	Appl%	Interview	Int%	Offer	Off%	Hire	Hire%
Total	417	415		4		4		4	
Male	261	261	63%	1	25%	1	25%	1	25%
Female	83	82	20%	3	75%	3	75%	3	75%
Other	72	71	17%	-	0%	-	0%	-	0%
Total Min	362	360	87%	4	100%	4	100%	4	100%
Asian	15	15	4%	-	0%	-	0%	-	0%
Black	209	207	50%	2	50%	2	50%	2	50%
Hispanic/Latino	131	131	32%	2	50%	2	50%	2	50%
Other inc 2 or more	7	7	2%	-	0%	-	0%	-	0%
Italian American	2	2	0%	-	0%	-	0%	-	0%
White (Not Ital)	34	34	8%	-	0%	-	0%	-	0%
All White	36	36	*9%*	-	*0%*	-	*0%*	-	*0%*
Unknown	19	19	5%	-	0%	-	0%	-	0%

Veterans	9	9	2%	-	0%	-	0%	-	0%
Indiv. w Disabilities	19	19	5%	-	0%	-	0%	-	0%

This appendix provides detail on searches performed by job group, ethnicity, and gender. Detail is provided on applicants, interviews, and offers. The scope of this report includes searches which officially concluded by a job offer during the previous plan year (June 1, 2019 through May 31, 2020).

Category Summary

Executive-Administrative-Managerial

	Records	Applicant	Appl%	Interview	Int%	Offer	Off%	Hire	Hire%
Total	1,112	1,111		6		6		6	
Male	351	351	32%	3	50%	3	50%	3	50%
Female	610	609	55%	3	50%	3	50%	3	50%
Other	140	140	13%	-	0%	-	0%	-	0%
Total Min	694	693	62%	3	50%	3	50%	3	50%
Asian	105	105	9%	1	17%	1	17%	1	17%
Black	331	331	30%	1	17%	1	17%	1	17%
Hispanic/Latino	221	220	20%	1	17%	1	17%	1	17%
Other inc 2 or more	37	37	3%	-	0%	-	0%	-	0%
Italian American	41	41	4%	-	0%	-	0%	-	0%
White (Not Ital)	307	307	28%	3	50%	3	50%	3	50%
All White	348	348	*31%*	3	*50%*	3	*50%*	3	*50%*
Unknown	70	70	6%	-	0%	-	0%	-	0%
Veterans	20	20	2%	-	0%	-	0%	-	0%
Indiv. w Disabilities	65	65	6%	-	0%	-	0%	-	0%

Category Summary

Professional Faculty

	Records	Applicant	Appl%	Interview	Int%	Offer	Off%	Hire	Hire%
Total	788	788		5		5		5	
Male	327	327	41%	2	40%	2	40%	2	40%
Female	351	351	45%	3	60%	3	60%	3	60%
Other	102	102	13%	-	0%	-	0%	-	0%
Total Min	445	445	56%	2	40%	2	40%	2	40%
Asian	173	173	22%	1	20%	1	20%	1	20%
Black	125	125	16%	-	0%	-	0%	-	0%
Hispanic/Latino	118	118	15%	-	0%	-	0%	-	0%
Other inc 2 or more	29	29	4%	1	20%	1	20%	1	20%
Italian American	21	21	3%	-	0%	-	0%	-	0%
White (Not Ital)	279	279	35%	3	60%	3	60%	3	60%
All White	300	300	*38%*	3	*60%*	3	*60%*	3	*60%*
Unknown	43	43	5%	-	0%	-	0%	-	0%

Veterans	20	20	3%	-	0%	-	0%	-	0%
Indiv. w Disabilities	33	33	4%	-	0%	-	0%	-	0%

Category Summary

Professional Non-Faculty

	Records	Applicant	Appl%	Interview	Int%	Offer	Off%	Hire	Hire%
Total	443	443		4		4		4	
Male	169	169	38%	1	25%	1	25%	1	25%
Female	227	227	51%	3	75%	3	75%	3	75%
Other	45	45	10%	-	0%	-	0%	-	0%
Total Min	330	330	74%	4	100%	4	100%	4	100%
Asian	72	72	16%	2	50%	2	50%	2	50%
Black	115	115	26%	-	0%	-	0%	-	0%
Hispanic/Latino	130	130	29%	2	50%	2	50%	2	50%
Other inc 2 or more	13	13	3%	-	0%	-	0%	-	0%
Italian American	12	12	3%	-	0%	-	0%	-	0%
White (Not Ital)	82	82	19%	-	0%	-	0%	-	0%
All White	94	94	*21%*	-	*0%*	-	*0%*	-	*0%*
Unknown	19	19	4%	-	0%	-	0%	-	0%

Veterans	6	6	1%	-	0%	-	0%	-	0%
Indiv. w Disabilities	15	15	3%	-	0%	-	0%	-	0%

Category Summary

Administrative Support Workers

	Records	Applicant	Appl%	Interview	Int%	Offer	Off%	Hire	Hire%
Total	205	205		1		1		1	
Male	61	61	30%	-	0%	-	0%	-	0%
Female	115	115	56%	1	100%	1	100%	1	100%
Other	29	29	14%	-	0%	-	0%	-	0%
Total Min	171	171	83%	1	100%	1	100%	1	100%
Asian	71	71	35%	1	100%	1	100%	1	100%
Black	61	61	30%	-	0%	-	0%	-	0%
Hispanic/Latino	38	38	19%	-	0%	-	0%	-	0%
Other inc 2 or more	1	1	0%	-	0%	-	0%	-	0%
Italian American	3	3	1%	-	0%	-	0%	-	0%
White (Not Ital)	26	26	13%	-	0%	-	0%	-	0%
All White	29	29	*14%*	-	*0%*	-	*0%*	-	*0%*
Unknown	5	5	2%	-	0%	-	0%	-	0%
Veterans	3	3	1%	-	0%	-	0%	-	0%
Indiv. w Disabilities	3	3	1%	-	0%	-	0%	-	0%

Category Summary

Craft Workers

	Records	Applicant	Appl%	Interview	Int%	Offer	Off%	Hire	Hire%
Total	64	64		2		2		2	
Male	45	45	70%	2	100%	2	100%	2	100%
Female	3	3	5%	-	0%	-	0%	-	0%
Other	15	15	23%	-	0%	-	0%	-	0%
Total Min	31	31	48%	1	50%	1	50%	1	50%
Asian	-	-	0%	-	0%	-	0%	-	0%
Black	21	21	33%	1	50%	1	50%	1	50%
Hispanic/Latino	8	8	13%	-	0%	-	0%	-	0%
Other inc 2 or more	2	2	3%	-	0%	-	0%	-	0%
Italian American	7	7	11%	-	0%	-	0%	-	0%
White (Not Ital)	25	25	39%	1	50%	1	50%	1	50%
All White	32	32	*50%*	1	*50%*	1	*50%*	1	*50%*
Unknown	1	1	2%	-	0%	-	0%	-	0%

Veterans	1	1	2%	-	0%	-	0%	-	0%
Indiv. w Disabilities	1	1	2%	-	0%	-	0%	-	0%

Category Summary

Technicians

	Records	Applicant	Appl%	Interview	Int%	Offer	Off%	Hire	Hire%
Total	-	-		-		-		-	
Male	-	-	0%	-	0%	-	0%	-	0%
Female	-	-	0%	-	0%	-	0%	-	0%
Other	-	-	0%	-	0%	-	0%	-	0%
Total Min	-	-	0%	-	0%	-	0%	-	0%
Asian	-	-	0%	-	0%	-	0%	-	0%
Black	-	-	0%	-	0%	-	0%	-	0%
Hispanic/Latino	-	-	0%	-	0%	-	0%	-	0%
Other inc 2 or more	-	-	0%	-	0%	-	0%	-	0%
Italian American	-	-	0%	-	0%	-	0%	-	0%
White (Not Ital)	-	-	0%	-	0%	-	0%	-	0%
All White	-	-	*0%*	-	*0%*	-	*0%*	-	*0%*
Unknown	-	-	0%	-	0%	-	0%	-	0%

Veterans	-	-	0%	-	0%	-	0%	-	0%
Indiv. w Disabilities	-	-	0%	-	0%	-	0%	-	0%

Category Summary

Service Workers and Others

	Records	Applicant	Appl%	Interview	Int%	Offer	Off%	Hire	Hire%
Total	417	415		4		4		4	
Male	261	261	63%	1	25%	1	25%	1	25%
Female	83	82	20%	3	75%	3	75%	3	75%
Other	72	71	17%	-	0%	-	0%	-	0%
Total Min	362	360	87%	4	100%	4	100%	4	100%
Asian	15	15	4%	-	0%	-	0%	-	0%
Black	209	207	50%	2	50%	2	50%	2	50%
Hispanic/Latino	131	131	32%	2	50%	2	50%	2	50%
Other inc 2 or more	7	7	2%	-	0%	-	0%	-	0%
Italian American	2	2	0%	-	0%	-	0%	-	0%
White (Not Ital)	34	34	8%	-	0%	-	0%	-	0%
All White	36	36	*9%*	-	*0%*	-	*0%*	-	*0%*
Unknown	19	19	5%	-	0%	-	0%	-	0%

Veterans	9	9	2%	-	0%	-	0%	-	0%
Indiv. w Disabilities	19	19	5%	-	0%	-	0%	-	0%