

EXECUTIVE ORDER 11246 AFFIRMATIVE ACTION PLAN (AAP)

For

**John Jay College of Criminal Justice
New York, New York**

**Affirmative Action Program
September 1, 2016 – August 31, 2017**

Reporting year: July 1, 2015 – June 30, 2016

PARTS I-V: AAP FOR MINORITIES AND WOMEN

PART VI: AAP FOR INDIVIDUALS WITH DISABILITIES AND PROTECTED VETERANS

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I. INTRODUCTION

This report is the annual update of the Affirmative Action Plan (AAP) required by federal regulations for women and federally designated racial/ethnic groups as well as covered veterans and Individuals with disabilities. It covers the time periods:

Reporting Year (basis for data)	July 1, 2015 – June 30, 2016 and
Program Year (basis for goals/ plans)	September 1, 2016 – August 31, 2017

A. COLLEGE OVERVIEW

John Jay College of Criminal Justice is an internationally recognized leader in educating for justice, committed to the advancement of justice and just societies with a specialized mission in criminal justice, forensic studies, public service and related areas. Our institution has also evolved into a liberal arts college that enriches the entire learning experience by highlighting themes of justice across the arts, sciences, humanities, and social sciences and has expanded its curricular offerings through bachelors and master's degrees and doctoral programs of the Graduate School of the City University of New York.

The College offers baccalaureate degrees, the Bachelor of Arts and the Bachelor of Science, which include new liberal arts majors: English, Economics, Global History, Gender Studies, Philosophy, Law & Society, and continues to offer majors in international criminal justice, police studies, correctional studies, criminal justice administration, criminology, deviant behavior, government, judicial studies, public administration, legal studies, fire science, forensic psychology, forensic science, security management, and computer information systems applied to these fields. Certificate Programs in Dispute Resolution and in Alcohol and Substance Abuse Studies are also offered.

In addition to its majors, the College offers a variety of programs that permit students to concentrate on particular aspects of a field of study, among which are Africana Studies, Latin American & Latina/o Studies and Women and Gender Studies. An extensive internship program combines classroom instruction with supervised practical experience in government agencies and private organizations.

John Jay College also offers masters level degrees in Criminal Justice, Public Administration, Forensic Psychology, Forensic Science, Forensic Computing, Forensic Mental Health Counseling, International Crime and Justice and Protection Management. These masters programs complement baccalaureate degree study and often lead to doctoral study.

The City University of New York Ph.D. Program in Criminal Justice prepares students for teaching, research and policy development careers. The program is located at John Jay College and is administered by the Graduate School and University Center. Required courses and an array of electives are taught by John Jay faculty and faculty from other senior colleges of The City University of New York. The program is unique, encouraging the development of scholarship and theory and their application in a variety of settings, which reflect the institutional, political, and social contexts of criminal justice. The City University of New York also offers a Ph.D. in Forensic Psychology. This doctoral program is housed and administered at John Jay College. There are two subprograms, a clinical forensic subprogram and an experimental subprogram. The program educates students both to provide professional psychological services to and within the law enforcement field and the criminal and civil justice systems and to contribute to the development of knowledge in the field. Upon completion, students are eligible to apply for state licensure as psychologists.

John Jay College also offers programs that reach well beyond its campus and local environs to foster the exchange of ideas and mutual cooperation with practitioners, educators, researchers and policy makers from around the world.

John Jay College is accredited by the Middle States Association of Colleges and Secondary Schools and is a member of the Council of Graduate Schools in the United States. The College is an institutional member of the National Association of Schools of Public Affairs and Administration (NASPAA). Additionally, John Jay programs are registered with the New York State Education Department.

B. HISTORY

In the mid 1950s, civic leaders and the New York City Police Department became increasingly aware of the growing complexity of police work, not only in the internal administration and operation of the department, but also in the ongoing relations between police and the community. In response to these concerns, a Police Science Program was established in 1954 at the then Baruch School of Business and Public Administration of City College. This program emphasized a strong liberal arts curriculum as the basis of a sound police education.

Over the next decade, the program grew substantially attracting larger and larger numbers of students. By 1964, a special committee convened by the Board of Higher Education recommended the establishment of an independent degree granting school of police science. The College of Police Science of The City University of New York (CUNY) was thus established and in September 1965 it admitted its first class of students.

Within a year, it became clear that the name assigned to the College did not adequately represent the mission of the College. In recognition of its broad education objectives in the process of criminal justice, development of leadership and emphasis on professional achievement in public service, the college was renamed John Jay College of Criminal Justice, in honor of the first Chief Justice of the U.S. Supreme Court. Today, a thriving, urban, multicultural institution and a senior college of CUNY, John Jay attracts motivated students of proven achievement who have the intellectual acuity, commitment to public service and social justice in order to confront the challenges of crime, justice, and public safety in a free society. Their ability and drive, along with the superb, professional education for which John Jay is known, have established the College's national and international reputation for excellence in criminal justice and public service education

C. MISSION

John Jay College of Criminal Justice of the City University of New York is a liberal arts college dedicated to education, research, and service in the fields of criminal justice, fire science, and related areas of public safety and public service. It strives to endow students with the skills of critical thinking and effective communication; the perspective and moral judgment that result from liberal studies; the capacity for personal and social growth and creative problem solving that results from the ability to acquire and evaluate information; the ability to navigate advanced technological systems; and the awareness of the diverse cultural, historical, economic, and political forces that shape our society.

The College is dedicated to fostering an academic environment, to promoting the highest quality of undergraduate and graduate study, to promoting and protecting academic freedom, to promoting

scholarship and encouraging research, especially in areas related to criminal justice and public service. The breadth and diversity of scholarship at the College reflect our continuing commitment to innovative analyses, interdisciplinary approaches, and global perspectives. The College offers its students a curriculum that balances the arts, sciences, and humanities with professional studies. It serves the community by developing graduates who have the intellectual acuity, moral commitment, and professional competence to confront the challenges of crime, justice, and public safety in a free society. It seeks to inspire students, faculty, and staff to the highest ideals of citizenship and public service.

D. ORGANIZATION CHART

A summary organization chart is provided in Appendix A.

II. NON-DISCRIMINATION AND AFFIRMATIVE ACTION POLICIES

Please see Appendix B for the College President's Letter of Re-affirmation of Commitment to Diversity, Equal Opportunity and Affirmative Action.

As a part of The City University of New York, a public university system, John Jay College of Criminal Justice adheres to federal, state, and city laws and regulations regarding non-discrimination and affirmative action including among others, Executive Order 11246, as amended, Titles VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Sections 503 and 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, Section 402 of the Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended, the Equal Pay Act of 1963, the Age Discrimination in Employment Act of 1967, as amended and the Age Discrimination Act of 1975, the New York State Human Rights Law and the New York City Human Rights Law. The "protected classes," delineated in Executive Order 11246 include American Indian or Alaska Native, Asian, Black or African American, Hispanic or Latino, Native Hawaiian or Other Pacific Islander, and Women. Updated federal guidelines further expanded these protected classes to include two or more races.

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

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

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

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.

B. THE UNIVERSITY'S POLICY ON AFFIRMATIVE ACTION

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

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

RESOLVED, That the Board of Trustees of 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, 6, C)

C. THE UNIVERSITY'S POLICY ON SEXUAL MISCONDUCT

The University's Policy on Sexual Misconduct (effective 1/1/2015, amended 10/1/2015), also addresses sexual harassment, gender-based harassment and sexual violence. It states:

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

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

D. COLLEGE POLICY

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

III. RESPONSIBILITY FOR IMPLEMENTATION

To ensure effective implementation of this Affirmative Action Plan, the College has designated specific responsibilities to various personnel. The President, Chief Diversity Officer, executive officers (Provost, Vice Presidents, Deans, and Administrators), Directors, academic department Chairpersons as well as managers and supervisors of administrative offices have undertaken the responsibilities described below.

A. PRESIDENT

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

- Designates appropriate personnel with the responsibility for overseeing, administering, implementing, and monitoring the College's Affirmative Action Plan, specifically, appointing a Chief Diversity Officer (CDO), 504/ADA Coordinator and a Title IX Coordinator
- Ensures personnel responsible for all Affirmative Action Plan components are given the necessary authority, top management support, and staffing to successfully implement their assigned responsibilities
- Communicates his/her total involvement and commitment to equal employment opportunity programs including the issuance of an Annual Re-Affirmation Letter supporting affirmative action, diversity and equal opportunity (see copy of *President's Re-Affirmation Letter* in Appendix B.)
- Submits required reports to University offices and external parties as needed.

B. CHIEF DIVERSITY OFFICER

The President has designated Silvia Montalban, Esq., Director of Compliance and Diversity, to serve as the Chief Diversity Officer (CDO); the office is located at:

John Jay College of Criminal Justice
524 West 59th Street
Harran Hall, Rm. 622T
New York, NY 10019
Office: (646) 557-4409
Fax: (212) 237-8128

As the President's primary designee in this area, the CDO:

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

- Publicizes policies widely and ensures their inclusion into the training curriculum for managers, supervisors, and search committees
- Prepares and communicates the Affirmative Action Plan reports
- Communicates changes to University policy as well as Federal, State, and local regulations regarding affirmative action and equal employment opportunity
- Evaluates the impact of affirmative action programs in general and the effectiveness of specific initiatives

The Director of Compliance & Diversity is responsible for:

- Monitoring search, hiring and selection process
- Investigating complaints of discrimination and harassment pursuant to non-discrimination policies and procedures
- Conducting outreach and trainings-Serve as a resource to the College community in interpreting laws, CUNY and EEO policies and regulations
- Accountability and self-analysis- Prepare AA Plan, reports, data, compliance assurance, audit responses, etc.
- Liaison between the College, CUNY, enforcement agencies and interest groups

The Office of Compliance & Diversity:

- Furthers the College's commitment to promote inclusiveness and diversity in the College community
- Ensures that employment practices are proper and non-discriminatory
- Promotes educational and training efforts that engender respect for all members of our community.

Such objectives are implemented through

Compliance:

- Enforcement of legal requirements
- Monitoring of recruitment and hiring practices
- Recordkeeping

Investigations:

- Fact-finding in discrimination complaints
- Ensuring due process

Education:

- Outreach, training, awareness

C. COLLEGE OFFICIALS

College Officials - executives, department chairpersons, managers, and supervisors - are crucial partners in the success of the equal employment/affirmative action program as they ensure compliance with the College's affirmative action policy and help foster an inclusive environment. These individuals:

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

D. DIVERSITY/AFFIRMATIVE ACTION COMMITTEE

The College has a standing Committee on Diversity and Inclusion, created in Fall 2014 which:

- Develops and implements strategic diversity plans
- Promotes educational programs to reflect pluralistic values and goals
- Submits a summary of its activities to the President each academic year
- The Committee on Diversity and Inclusion operates in support of the following objectives: (1) reinvigorate community conversations on issues of diversity on campus and create forums for such community conversations; (2) assist in executing the College's Faculty Diversity Strategic Plan (FDSP) objectives for recruitment, retention and improving climate; (3) assist in developing a similar Diversity Strategic Plan for non-faculty employees; (4) foster engagement and interest in these topics with the College community; (5) improve engagement of students; (6) develop resources for faculty and staff; (7) encourage professional development opportunities; and (8) widen the broad outreach to targeted groups in academic disciplines and administration.

The members of the Committee on Diversity and Inclusion, effective Fall, 2015, are:

Faculty:

Maureen Allwood, Associate Professor, Psychology
 Mucahit Bilici, Assistant Professor, Sociology
 Avram Bornstein, Associate Professor, Anthropology
 Roddrick Colvin, Associate Professor Public Management
 Daniel DiPrenda, Adjunct Lecturer Law & Police Science
 Cheryll Franks, Associate Professor, SEEK
 Delores Jones-Brown, Professor, Law & Police Science
 Susan Kang, Assistant Professor, Political Science
 Carmen Kynard, Associate Professor, English
 Silvia Mazzula, Assistant Professor, Psychology
 Kevin Nadal, Associate Professor, Psychology
 Jodie Roure, Associate Professor, Latin American/Latino/a Studies

Staff:

Rulisa Galloway-Perry, Chief of Staff, Office of the President
 Silvia Montalban, Director of Compliance and Diversity
 Sylvia Lopez-Crespo, Director of Financial Aid
 Kevin Hauss, Executive Director of Human Resources*
 Mayra Nieves, Senior International Officer
 Kevin Nesbitt, Director of Faculty Affairs & Academic Integrity Officer, Provost's Office*
 Danielle Officer, Director of the Center for Student Involvement and Leadership
 Kenneth Holmes, Assistant Vice President and Dean of Students **(Chair)***

Students:

Samantha Ascencio

Dor Dourandi
Heesoo Jung
Brian Monsanto

*Separated from the college during the 2015-2016 reporting period.

IV. RESULTS OF STATISTICAL ANALYSES – AREAS OF CONCERN

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

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

A. WORKFORCE ANALYSIS

We initially conducted a workforce analysis to review, by unit or department and job title, the number of employees by gender and race/ethnicity. The source of this data is the CUNYFirst *Ethnicity and Gender Report* utilizing an effective date of **June 31, 2016**). The *Workforce Analysis Report* is available upon request.

The workforce analysis provides an overview of the representation of women and minorities in the College's organizational units/departments. The analysis identifies the number of employees by gender and race/ethnicity in each job title within the organizational unit as reported on the CUNYFirst *Ethnicity and Gender Report* run on **June 30, 2015**. All job titles, including unit supervisor, are listed from the lowest to highest paid within each department/unit. The *Workforce Analysis Report* is available, upon request, in the Compliance and Diversity Office.

In keeping with its commitment to its equal employment opportunity and affirmative action policies, John Jay College continues to be exemplary in the employment, promotion, and retention of a diverse, multi-cultural, multi-ethnic work force. Women and minorities represent a significant percentage of its employees. **As of June 30, 2016, the College had a full-time, permanent workforce of 980 employees**, compared 982 in the prior reporting period. Women represent 54% of the full-time workforce; the total number in the female category is 525, a decrease from 529 reported from June 30, 2015. Minorities represent 52% of the total workforce; the total number of protected ethnic/racial group members is 511, a decrease from 518 reported from June 30, 2015.

B. JOB GROUP SUMMARY

The College's **980** full-time employees are grouped into categories using the relevant EEO-6 Categories. These categories are divided into smaller subgroups called affirmative action units (AAUs), based on the duties as well as educational qualifications and skills required for job titles within the job categories. Each AAU has an individual utilization analysis worksheet (UAW), listing the job titles included in the subdivision. The UAW depicts the total group number as well as the numerical and percentage representation of the following categories: ***Females, Total Minority, including persons of two or more races, Asian, Black, Hispanic and Individuals with Disabilities.*** (See Appendix B.)

The workforce total of 980 is broken down by the subtotals in each EEO-6 job group, below.

Number of Employees	EEO-6 Categories
177	Executive/Administrative/Managerial (Admin. I & II, Security, IT and Admin. Superintendent B&G managers)
412	Faculty (365 Professorial, 46 Lecturer titles, 1 Instructors)
157	Professional/Non faculty (Admin III, Accountants)
57	Technical/Paraprofessional (Admin. IV, IT)
49	Secretarial/Clerical (COA, CAA, Mail/Mess)
38	Skilled Trades/Crafts
90	Service/Maintenance
<hr/> 980	

Job titles are assigned to Affirmative Action Units based on duties, qualifications, and other conditions of employment.

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

We begin our review by organizing employee data according to Affirmative Action Unit and demographic category in the *Utilization Analysis Worksheets* (UAW) which are provided in Appendix D. Worksheets are not prepared for units with four or fewer employees.

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

All full-time employees self-identified by gender and race/ethnicity. (Anyone who did not specify a gender and/or ethnicity would not be included in the detailed analyses for gender and/or ethnicity, but would be included in counts and calculations involving the total workforce.)

In Chart 1, below, *Total Employee Population by EEO Job Category*, the following is noteworthy:

Representation in both the female and minorities categories has excelled in two job groups:

Minorities represent 52% of the entire full-time workforce while females represent 54%.

Minorities have a noteworthy representation within the Executive/Administration/Managerial job group, at 47% and within the Professional non-faculty job group, at 69%.

With the exception of the faculty job group, where minority representation is at 31%, minority representation is in excess of 50% in all the other job groups: 91% in Service and Maintenance; 90% in Secretarial/Clerical; 75% in the Technical/Paraprofessional; 70% in the Professional Non-Faculty; and 61% in Skilled Trades/Crafts.

Females are the majority in the Executive/Administrative/Managerial job group, at 65%; in the Professional Non-Faculty job group, at 74%; and in the Secretarial/Clerical job group, at 82%

Representation of females is slightly under 50% of the workforce in the faculty job group, at 47%.

There is no representation in the female category within the Skilled Trades/Crafts.

Chart 1: Total Employee Population by EEO Job Category

EEO Job Category (Group)	Total	# Female	% Female	# Minority	% Minority
Executive/Administrative/Managerial	177	115	65%	83	47%
Faculty	412	195	47%	126	31%
Professional Non-Faculty	157	116	74%	110	70%
Technical Paraprofessional	57	23	40%	43	75%
Secretarial/Clerical	49	40	82%	44	90%
Skilled Trades/Crafts	38	0	0	23	61%
Service/Maintenance	90	36	40%	82	91%
Grand Total	980	525	54%	511	52%

In Chart 2, below, containing specific job groupings by Affirmative Action Unit, within the broader job groups, the following is noteworthy:

Minorities have the highest percentage of representation in the following Affirmative Action Units, which are primarily classified title jobs in the categories of Secretarial/Clerical, Skilled Trade/Crafts and Service/Maintenance:

- CUNY Administrative Assistant at 100%; CUNY Office Assistant at 92%; Custodial Supervisory at 100%; Custodial Assistant at 94%; Campus Peace Officer at 93%; Campus Public Safety Sergeant at 94%.

There is also noteworthy representation of minorities in the following Affirmative Action Units:

- Computer Specialists at 86%; Administration III (aHEO, HEa) at 69%; Computer System Managers at 67%; Administration IV (CLTs) at 58%; Accountants at 100%; Administration II at 50% (HEO, HEA)

There is low representation of minorities in Administration I, at 24%; Professorial titles, at 29%

Females have high representation in the CUNY Admin. Asst., at 100% and CUNY Office Asst., at 92%; Administration IV (CLTs) at 75%; Administration III (aHEO, HEa), at 74%; Administration II (HEO, HEA) at 70%, Administration I at 52% and Professorial at 48%.

Females have no representation within the following specific job groups; these are classified staff disciplines in which typically there is generally low female representation: Skilled Trades/Crafts and

Computer Systems Manager.

Chart 2: Total Employee Population by Affirmative Action Unit

Job Group	Affirmative Action Unit	Total	# Female	% Female	# Minority	% Minority
Executive/ Administrative/ Managerial						
	Administration I	21	11	52%	5	24%
	Administration II	145	102	70%	72	50%
	Computer Systems Manager	3	0	0%	2	67%
	Chief Admin Supt of Buildings and Grounds	1	0	0%	0	0%
	Admin Supt of Buildings and Grounds	5	2	40%	3	60%
	Security Director	2	0	0%	1	50%
Faculty						
	Professorial	365	175	48%	107	29%
	Non-Professorial Lecturer	46	19	41%	18	39%
	Non-Professorial Instructor	1	1	100%	1	100%
Professional Non-Faculty						
	Administration III	153	113	74%	106	69%
	Accountant	4	3	75%	4	100%
Technical/ Paraprofessional						
	Administration IV	12	9	75%	7	58%
	Accountant Assistant	2	2	100%	2	100%
	Broadcasting/Media	9	2	22%	5	56%
	Computer Specialists	29	9	31%	25	86%
	Media/Print Shop	5	1	20%	4	80%
Secretarial/ Clerical						
	CUNY Administrative Assistant	7	7	100%	7	100%
	CUNY Office Assistant	36	33	92%	33	92%
	Mail Message Services Worker	6	0	0%	4	67%
Skilled Trades/ Crafts						
	Skilled Trades/Crafts Supervisory	1	0	0%	1	100%
	Skilled Trades/Crafts, Non-Supervisory	37	0	0%	22	59%
Service/Maintenance						
	Campus Peace/Security Officer L1	40	18	45%	37	93%
	Campus Public Safety Sergeant	11	1	9%	8	73%
	Custodial Assistant	33	16	48%	31	94%
	Custodial Supervisory	5	1	20%	5	100%
	Basic Crafts	1	0	0%	1	100%

C. DETERMINING AVAILABILITY

See Appendix D for the Utilization Analysis Worksheets.

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

Availability indicates the approximate percentage each gender and racial/ethnic group could reasonably be expected to be represented in each Affirmative Action Unit (job group).

As per federal regulations, the College uses recent and discrete statistical information to calculate availability. As an educational institution, most availability data is calculated using the “earned degrees conferred” information from the U.S. Department of Education and the *American Community Survey* (2011-2012). We also take into account the geographic location of the labor market from which CUNY recruits.

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

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

D. UTILIZATION ANALYSIS AND PLACEMENT GOALS

See Appendix D for the *Utilization Analysis Worksheets*.

See Appendix E for *Results of Utilization Analysis and Annual Placement Goals*.

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

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

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

E. HISTORICAL COMPARISONS

See Appendix E for *Results of Utilization Analysis and Annual Placement Goals*.

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

See Appendix G for *2016 Underutilization Summary for Professorial Job Groups*. (The 2015 Summary is also attached for comparison purposes.)

We compare the 2016 Utilization Analysis with prior year (2015) findings and progress toward goal attainment, whether positive (greater utilization of women and minorities) or negative (less utilization). We then review possible underlying causes. The changes in underutilization are also tracked in the chart below. Those with no underutilization are not discussed, except where a change resulted in no underutilization.

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

- Executive/Administrative/Managerial

Administration I: There is no underutilization in the category of Females. Underutilization was eliminated in both the Asian/ Pacific Islander category and in the Black/African American category. An underutilization rate of one (1) remains in the Hispanic/Latino(a) category.

Administration II: Underutilization declined (by 3) in the Asian/Pacific Islander category to a rate of one (1).

Administrative Superintendent: Underutilization rate of one (1) remains the same for Hispanic.

- Faculty: Underutilization detail for faculty is also provided in Appendix G, *Underutilization Summary for Professorial Job Groups*, which is based on the underutilization data in the *Utilization Analysis Worksheets* for each job group (Appendix D). The incumbency in each job group by academic discipline is compared to the market availability of that job group. If the incumbency is less than the availability, underutilization rate arises. Those details are in the Utilization Analysis Worksheet (UAW) for each job group. (Appendix D)

It should be noted that in the *2016 Underutilization Summary for Professorial Job Groups*, Appendix G, at the bottom of each UU column there is a number which does not represent a sum of all the UUs in the category for female or minorities but, rather, it represents a UU rate yielded for each protected class category by a comparison of the total professoriate incumbency against an availability percentage provided in one UAW for the collective group of the full-time professoriate (regardless of the specific job group). Thus, overall, the underutilization rate in the female category for the professoriate declined by two to a rate of 25. There continues to be no underutilization in the categories of Total Minorities, Asian/Pacific Islander, Black/African American and Hispanic/Latino(a). It should be noted that the underutilization ("UU") is tracked by corresponding job group. (The *2015 Underutilization Summary for Professorial Job Groups* is also provided in Appendix G for ease of comparison.)

- Professional/Non-Faculty

Administration III: The underutilization rate decreased to 8 (from 10) in the Asian/ Pacific Islander category. There is no underutilization in the female category.

- Secretarial/Clerical

CUNY Administrative Assistant job group continues to have an underutilization rate of one (1) in the Asian/Pacific Islander category and two (2) in the Black/African American category.

CUNY Office Assistant: there is no underutilization due to a decrease from a rate of one (1) to zero (0) in the female category.

Mail Message Services Worker underutilization rate remains three (3) in the female category.

- Technical/Paraprofessional

Media Services/Print Shop Titles: The underutilization rate of one (1) in the female category has been eliminated.

- Skilled Trades/Basic Crafts

The underutilization rate of one (1) remains the same in the Asian/Pacific Islander and female categories.

- Service Maintenance

Campus Public Safety Sergeant: The underutilization rate of two (2) remains the same in the female category. The underutilization rate decreased to one (1) in the Black/African American category and increased to one (1) in the Asian/Pacific Islander category.

Campus Security Officer: Underutilization rate was eliminated in the Asian/Pacific Islander category.

Custodial Supervisor: An underutilization rate of one (1) remains the same in the female category.

Change in Underutilization by Affirmative Action Unit, 2015-2016 period compared to 2014-2015 period

The underutilization rates for the current reporting year of 2015-2016 are obtained from the *Utilization Analysis Worksheets* for each job group (Appendix D). Blanks in the chart below indicate no underutilization (“UU”) in either reporting year. The sign = means “became.”

Job Group	Affirmative Action Unit	Change in Underutilization of Females	Change in Underutilization of Minorities
Executive/ Administrative/ Managerial			
	Administration I		A/PI: -1 = No UU B: -2 = No UU H: No Change UU 1
	Administration II		A/PI: -3 = UU 1
	Computer Systems Manager	+1 = UU 1	A/PI: -1 = No UU
	Chief Admin Supt of Buildings and Grounds		
	Admin Supt of Buildings and Grounds		H: UU 1 = No Change
	Security Director	No Change = UU 1	B: UU1 = No Change
Faculty			
	Professorial	-2 = UU 25	
	Non-Professorial Lecturer	+4 = UU 8	A/PI: +1 = UU 1
	Non-Professorial Instructor	-1 = No UU	
Professional Non-Faculty			
	Accountant		
	Administration III		A/PI: -2 = UU 8
Technical/ Paraprofessional			
	Administration IV		
	Accountant Assistant		
	Broadcasting/Media titles		
	Computer Specialists		A/PI: -1 = No UU

Job Group	Affirmative Action Unit	Change in Underutilization of Females	Change in Underutilization of Minorities
	Print Shop/Media Services	-1 = No UU	
Secretarial/ Clerical			
	CUNY Administrative Assistant		A/PI: UU 1 = No change B: UU 2 = No change
	CUNY Office Assistant	-1 = No UU	
	Mail Message Services Worker	No Change = UU 3	
Skilled Trades/ Basic Crafts			
	Skilled Trades/Basic Crafts Supervisory Maintenance Labor		
	Skilled Trades/Crafts, Non-Supervisory	No Change = UU 1	A/PI: UU 1 = No change
Service/Maintenance			
	Campus Public Safety Sergeant	No Change = UU 2	A/PI: +1 = UU 1 B: -1 = UU 1
	Campus Peace/Security Officer L1		A/PI: -2 = No UU
	Custodial Assistant		
	Custodial Supervisor	No Change = UU 1	
	Basic Crafts/Stock Worker Supervisor		

F. DETERMINING ADVERSE IMPACT

See Appendix H for *Personnel Activity Table (Employee and Applicant Data)*.

See Appendix I – *Impact Ratio Analysis Worksheets*.

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

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

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

The analysis indicates if an employment practice results in a negative consequence more often for members of protected groups than for other employees or applicants.

1. Analysis of Personnel Activity Table

New Hires

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

The College hired **56** new full time employees; of these **29** were women/females, and **34** were of racial/ethnic federally monitored minority groups. It is noteworthy for the college that females comprised **51%** of the new hires. Minorities comprised **60%** of the new hires.

The New Hires Analysis showed no major concerns for any of the job groups. Due to a hiring pause, the college did not hire as many as in the prior reporting in which there were 69 new hires, of which 38 were women and 46 were minorities.

Most hiring in this reporting period occurred in the Professional/Non-Faculty EEO-6 category with 25 hires and then in the Executive Administration/Managerial category with 15 hires.

It should be noted that while no hires appear in the Secretarial/Clerical EEO-6 grouping, yet three applicants, three interviews and two offers were reported, the two offers resulted in two hires via civil service appointments. However, these two hires could not be reported in the Hires portion of the *Personnel Activity Table* (Appendix H) because they were terminated during their probationary period. Thus, they appeared in the Separations report of CUNYFirst and not in the New Hires report of CUNYFirst.

Terminations/Separations

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

The number of employees separated from the workforce was **57**, including **23** women/females and **33** minorities. The total of 57 can also be broken down by **24** non-minorities and 33 minorities or also by 23 females and 34 males.

The 33 minorities break down as follows: 15 in the Hispanic/Latino(a) category, 14 in the Black/African American category, three (3) in the Asian/Pacific Islander category and one (1) that has self-identified in the Two or More Races category.

The majority of the Separations occurred in the following EEO-6 groups: 13 in the Exec/Admin/Managerial group and 13 in the Professional/Non-Faculty group. Eleven (11) occurred in the Faculty group and eight (8) occurred in the Service Maintenance group. Five (5) occurred in the Secretarial/Clerical group, four (4) occurred in the Skilled Trades and three (3) occurred in the Technical/Paraprofessional grouping.

The reasons for the total separations appear coded in CUNYFirst as comprised as 39 resignations and 18 terminations.

Although the College Human Resources Department (HR) signed up to utilize the Exit Interview tool in CUNYFirst, HR is not inputting any information in that feature of CUNYFirst regarding separations from the college. Therefore, there is no data via the Exit Interview tool to assess.

The Termination Analysis showed no major concerns regarding any of the job groups.

Upgrades and Promotions

This group includes faculty who received a promotion in rank, Higher Education Officer Series employees who received a reclassification of position, and Civil Service employees promoted accord to the promotional path for their titles. There were a total of **27** upgrades/promotions, which includes 15 that identify as female and 12 that identify as minorities.

Of the 22 members of the professoriate who applied for promotion, **19** received an upgrade in rank.

There were eight (**8**) other employee upgrades due to reclassifications. Where applicable, they are listed here by the job group held prior to the upgrade: One (**1**) in the Administrative Superintendent job group by level, a female Black/African American; one (**1**) in Administration II; three (**3**) in Administration III, consisting of a female Black/African American, a male Hispanic/Latino and one which moved to Administration II, a female Hispanic/Latina; and three (**3**) were upgraded by level within the Broadcast Associate job group of which one was a male Asian/Pacific Islander.

The Promotions Analysis showed no major concerns for any of the job groups.

Transfers

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

The number of employees who transferred into the College was five (**5**), all in Classified titles. All five are minorities and includes two (**2**) women. This includes an IT Senior Associate, an IT Assistant, a Campus Peace Officer (Sergeant), a Campus Security Assistant and a CUNY Office Assistant.

2. Analysis of Applicant Data/Recruiting Documentation

There were **4,463** total job applications and an additional **362** from individuals who did not self-identify in both gender and ethnic racial background and are, thus, labeled “unknown.” Those two figures would yield a **grand total of 4,825**, a decrease from the **8,435** reported in 2014-2015. The decrease in applicants as well as a decrease in total hires, 56 compared to 69 in the prior year, can be attributed to a hiring pause due to budgetary constraints.

It should be noted that **2,197** applications were from females while **3,184** were racial/ethnic minority applicants, which consisted of submissions by the following self-identified applicant group totals: 1,477 Black/African American, 1,057 Hispanic/Latino(a), 513 Asian/Pacific Islander and 10 American Indian/Alaskan Natives and 127 identified with two or more races.

Most job applications continue to be in the Professional/Non-Faculty positions, a total of **2,411**. Females and minorities applied as follows: 1,505 females, 1,723 minorities. 183 applicants were of unknown gender. 204 applicants were of unknown ethnicity (and are in addition to the total applicants of 2,411).

The second largest number of applications submitted was for Executive Administrative/ Managerial positions, **1,089** total. Females and minorities applied as follows: 546 females, 667 minorities. 88 applicants were of unknown gender. 97 applicants were of unknown ethnicity (and are in addition to the

total applicants of 1,089.)

The third largest number of applications submitted was **476** for Service/Maintenance jobs. Females and minorities applied as follows: 105 females, 489 minorities. 68 applicants were of unknown gender. 29 applicants were of unknown ethnicity (and are in addition to the total applicants of 476.)

The fourth largest number of applications submitted was **299** for Technical/Paraprofessional positions. Females and minorities applied as follows: 34 females, 223 minorities. 35 applicants were of unknown gender. 19 applicants were of unknown ethnicity (and are in addition to the total applicants of 299.)

The representation of minorities and women in the applicant pool reveals that the outreach efforts have been productive for most categories. There are no disparities apparent in the number of offers made to female and minority candidates.

Finally, it should be noted that the number of interviews documented within each EEO-6 job grouping are low because no data on applicant interviews was entered in CUNYFirst by the recruiters from records in which interviewees are documented manually. Therefore, in this reporting period, the CUNY colleges have each relied on the interviewee data that CUNY culled from the system of which there was minimal information.

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

3. Impact Ratio Analysis

The Impact Ratio Analysis was conducted based on the information presented in the Personnel Activity Table and Applicant Data Recruitment Documentation. The Impact Ratio Analysis, an evaluation of personnel transactions in each EEO-6 category, determined any disparities or adverse impact in the personnel actions. The data for minorities and non minorities and for men and women was examined. The Impact Ratio Analysis was divided into three areas:

- Part One: **The Hires Analysis** revealed no significant difference between non-minority hires and minority hires and between male and female hires. The analysis indicated no adverse impact in any of the categories.
- Part Two: **The Promotion Analysis** examined the promotion, upgrades/re-classification and transfers by comparing the number of employees promoted to incumbents.

There was not a significant difference between non-minority and minority promotions. The analysis indicated no adverse impact in any of the categories.

- Part Three: **The Termination Analysis** calculated the attrition rate by comparing number of separations from the College to the number of incumbents.

There was not a significant difference between non-minority and minority separations from the College as well as between male and female separations from the College. Therefore, the analysis indicated no adverse impact in any of the categories.

The analyses of the personnel activities did not indicate any disparate or adverse impact in the

appointment, promotion or termination of employees.

See Appendix F for the *Impact Ratio Analysis*.

G. TENURE ELIGIBILITY ANALYSIS

See Appendix J for the *Tenure Eligibility Survey*.

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

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

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

A review of the tenure decisions compares employees eligible for tenure to those granted tenure or certificates of continuous employment. Members of the professoriate, college laboratory technicians (CLTs), and lecturers receive tenure or certificates of continuous employment (CCE), respectively, if recommended by Departmental and College-wide Personnel and Budget (P&B) Committees. The President presents the candidate for tenure or CCE to the Board of Trustees (BOT). If the BOT approves, the tenure status becomes effective on the first of September following approval. In some cases, faculty members may receive consideration for early tenure. See Appendix G for *the Tenure Eligibility Survey*.

A review of the tenure decisions, effective September 1, 2015, as summarized in the *Tenure Eligibility Survey* (Appendix J) by ethnicity and gender, reveals the following:

Sixteen (16) members of the professoriate applied for tenure. Fifteen (15) were granted tenure. Specifically, 15 are in professorial titles and one (1) is a College Lab Technician.

- There were no early tenure applications or recommendations.
- There were no Professors that applied/were recommended for tenure.
- Thirteen (13) Associate Professors applied/were recommended for tenure, of which twelve (12) were granted tenure. The Associate Professor recipients consisted of eight (8) females and four (4) males. Two Hispanic females and one Hispanic male, one Asian female and one Asian male and one male Italian-American.
- Two (2) Assistant Professors were recommended and became eligible for tenure; one was a Black/African American male and the other was an Italian-American male.

- One female (1) College Lab Tech applied for tenure and received it.

This process adhered to the policies of the Board of Trustees and in accordance to the contractual obligations with the union.

H. ANALYSIS OF SYSTEMIC COMPENSATION

See Appendix K for *Compensation Practices*.

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

We review the following compensation practices, described in Appendix K:

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

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

We reviewed compensation with senior management on **May 19, 2015**. The Chief Diversity Officer and the Human Resources Director discussed compensation best practices and areas of risk with members of the President's Cabinet. A subsequent meeting was postponed due to transitions in the Cabinet.

V. ACTION-ORIENTED PROGRAMS

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

A. IMPLEMENTATION OF 2015 – 2016 AFFIRMATIVE ACTION PROGRAM

Results-oriented activities to address underutilization during the past year (2015 – 2016) include:

1. Goal Attainment 2015 - 2016: Addressing Underutilization

The College hired **56** employees into full time positions between July 1, 2015 and June 30, 2016 as depicted in the *Personnel Activity Table* (Appendix H). The impact of these appointments is included in the ***Results of the Utilization Analysis and Annual Placement Goals* (Appendix E)**, which identifies the extent to which disparities between incumbency and availability in AAUs were eliminated, reduced or remained unchanged.

In order to more adequately display goal attainment for AAUs that have underutilization rates, a new chart has been developed to illustrate prior year goals and current year activity at-a-glance. See the 2016 Comparing Incumbency to Availability and Annual Placement Goals in Appendix C for this reporting year. The chart is based on the specific data for each AAU that is contained in the UAWs found in Appendix B.

The 2016 *Results of Utilization Analysis*, a new chart also in Appendix E, is a review of AAUs in which opportunities for new hires in this reporting period led to attainment of goals that were established in the last AAP's reporting period (2014-2015 academic year) for women and racial/ethnic minorities.

Placement goals are recruitment goals and form a guide for outreach activities throughout the affirmative action program year. The college sets annual percentage goals equal to availability for all underutilized job groups and makes good faith efforts to recruit a broad and inclusive pool of qualified applicants. The placement goals are attempts to achieve gender and ethnic representation equal to availability in all job groups and demonstrate the college's effort to encourage good faith practices to meet its commitment to affirmative action.

The 2016 *Results of Utilization Analysis and Annual Placement Goals Chart*, discussed below, indicates whether placement goals for job groups which had underutilization in 2015 were achieved when opportunities for hire and promotions occurred. Only job groups for which placement goals had to be established are included in this chart. Specifically, the analysis for this chart is as follows:

- Hires and promotions/upgrades for females and for total minorities is compared to the total hires and promotions/upgrades of the respective job group;
- The "Female Opportunity" column and the "Minority Opportunity" column is each comprised of the sum of the hires and promotions for Females and for Total Minorities, respectively*;
- Then we compare the percentage of opportunity for Females and for Total Minority, respectively, to the labor market availability percentage for the particular job group;
- If the percentage of opportunity exceeds or meets the labor market availability percentage for the job group, then the goal established in 2015 was achieved; a "Yes" or a "No" will appear in the

“Goal Achieved” column.

- *It should be noted that in order to specifically analyze whether a job group placement goal was achieved, the hires and promotions/upgrades data had to be culled by job group, which is not detailed in the *2016 Personnel Activity Table (PAT)-Employee and Applicant Data Report* (Appendix H); the PAT shows total hires and promotions/upgrades by the entire EEO-6 grouping, not by specific job groups that correspond to that EEO-6 grouping.

The College hired **56** new full time employees. **29** were women/females, and **34** were of racial/ethnic federally monitored minority groups. Females comprised **51%** of the new hires. Minorities comprised **60%** of the new hires.

John Jay College has employees in 43 job groups (staff in 24 Affirmative Action Units/job groups and faculty in 19 Affirmative Action Units/job groups). Only job groups for which placement goals had to be established in 2015 are included in the *Results of Utilization Analysis and Annual Placement Goals Chart* (Appendix E). Placement goals were established in 2015 within 24 Affirmative Action Units/job groups outlined in the chart.

Placement goals pertaining to females were attained in five (5) job groups. The placement goals pertaining to Total Minorities were attained in three (3) job groups. (See columns indicating “Yes.”)

Goals were not attained in the following job groups:

- pertaining to females
 - Campus Security Director/Asst Director
 - Ethnic Studies(Professorial)
 - English (Professorial and Lecturer)
 - History (Professorial)
 - Law Enforcement (Professorial); Law and Police Science (Lecturer)
 - Mathematics (Lecturer)
 - Modern Foreign Languages (Lecturer)
 - Government/Political Science (Lecturer)
 - Psychology (Professorial)
 - Public Management/Administration (Professorial and Lecturer)
 - Security, Fire, Emergency Mgmt (Instructor)
 - CUNY Office Assistant
 - Mail/Messenger Services
 - Print Shop titles
 - Skilled Trades/Crafts
 - Custodial Supervisor
- pertaining to Total Minorities
 - Campus Security Director/Asst Dir
 - Library
 - Psychology
 - Public Administration
 - Law and Police Science (Lecturer titles)
 - Security, Fire Emergency Mgmt (Lecturer titles)

Efforts to address the persistent underutilization will be reviewed and modified as appropriate.

2. Initiatives and Activities

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

As part of the College's Faculty Diversity Strategic Plan, various multi-year initiatives have been identified in the 2013 - 2018 timeframe to support CUNY's educational mission through recruiting and retaining a diverse faculty. Efforts specifically related to that plan are so noted.

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

- The College makes continuous good faith efforts to recruit women and minorities by advertising all positions on the College website and CUNY-wide. In addition, faculty and staff positions are posted with the New York State Department of Labor, ChronicleCareers.com, HigherEdjobs.com, Diversejobs.net, naaap.org (Association for Asian American Studies) and aaastudies.org (National Association of Asian American Professionals) to address underutilization in certain job groups.
- The College's Office for the Advancement of Research (OAR) systematically offers training resources to foster retention, professional development and mentorship for diverse faculty members. For example, OAR hosted a grant writing workshop in January 2016 that garnered more than 50 attendees, a 25% increase from the previous year's attendance.
- The College launched a first-ever named professorship, Franklin A. Thomas Professorship in Policing Equity, in March 2016. President Jeremy Travis named respected social psychologist Dr. Philip Atiba Goff, one of the nation's leading scholars on the phenomenon of implicit bias, to the new role. Creation of such professorship indicates College's strategy to establish as a research hub that would help recruit diverse faculty talent who are interested in policies for policing practices.

Faculty Fellowship Publication Program

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

- All the of the five John Jay faculty members selected for the 2015 - 2016 FFPP were females.

Diversity Projects Development Fund

CUNY's Diversity Projects Development Fund (DPDF) provides funding for College research and/or educational activities related to traditionally underrepresented groups. Three John Jay faculty successfully received the 2015-2016 DPDF for programs that promote, multiculturalist, equity and cultural competency, including:

- The *Filipino American National History Society Conference* at John Jay College on June 22, 2016.
- The *2016 CLAGS 25th Anniversary LGBTQ Studies Conference* received DPDF funding as a result of joint collaboration between two John Jay faculty and 9 other CUNY faculty members.
- One faculty member received grant to explore Sexual Victimization of Students during the Journey to College in New York City.

Diversity Activities and Programs

Each year the College promotes diversity through a program of events. Among the activities to promote diversity the College held /conducted the following:

The Office of the Provost

- The Office of the Provost successfully held two Faculty Development Day (FDD) events in Fall 2015 and Winter 2016. Faculty members attended interactive learning workshops that covered a wide array of diversity topics in the academic setting, including: “Undoing Structural Racism in the Classroom & Higher Education;” “One Size Doesn’t Fit All: Knowing and Serving Hispanic Millennials;” “The Learning Trajectory of English as a Second Language (ESL) Students;” and “Skills and Strategies for Facilitating Challenging Dialogues on Gender, Sex, Race, Sexual Orientation and other Diversity-Related Content in the John Jay Classroom.” The January FDD continued the Challenging Dialogues workshop on diversity.
- The Office of the Provost used the findings from the national Collaborative on Academic Careers in Higher Education (COACHE) survey to facilitate focus groups during the Fall 2015 Faculty Development Day (FDD) to assess climate issues for faculty. Such systematic exploration has helped the College develop recommendations to address faculty concerns, including specific issues related to Faculty of Color (FoCs). The Associate to the Provost for Faculty, a newly created role, is concurrently working to develop strategies to address diversity-focused issues among faculty.
- The Office of the Provost and the College’s Committee on Diversity and Inclusion actively disseminate scholarship, mentorship and development information to all full-time faculty, including the John Jay College Latino Faculty Initiative (by the Office of Academic Affairs), DPDF, FFPP, and the CUNY Faculty Diversity and Inclusion Conference, other opportunities that become available. At least one John Jay faculty member has indicated that she will be submitting presentation in the upcoming CUNY Diversity Conference.
- John Jay Professor Kevin Nadal continues to serve in the University Advisory Council under the CUNY Office of Recruitment and Diversity. Additionally, Silvia Montalban, Director of the Office of Compliance and Diversity was appointed to serve in the Council through Spring 2017.

Human Resources

- There is a training budget administered in Human Resources (“HR”) for HEO series staff. HR identifies, promotes and enrolls staff in various professional development workshops to enhance managerial or supervisory skills as well as substantive skills. These programs are usually offered by DCAS and the CUNY Office of Professional Development.
- The College in an effort to foster professional development of its employees hosts Bravo! Summer Employee Institute annually. Programs consist of both personal and professional development workshops on customer service, effective supervision, management and leadership skills, as well as some recreation and social networking activities. The Institute culminates with recognition of the “Outstanding Employee of the Year” and Divisional awards.
 - The 2016 Bravo Professional Development Program organized by Human Resources was held in June 2015. The theme was “Cultural Competency: Understanding Yourself and Others” and included sessions on diversity, cultural competence and anti-discrimination. For example, Dr. Nancy Velazquez-Torres, SEEK Director presented “Different But Equal: Creating A Culturally Competent And Inclusive Workplace” workshop.

- Human Resources has designated a series of celebrations to various months, including:
 - February is designated Black History month. An event is scheduled to celebrate the contributions of Black and African Americans in the workplace.
 - March is Women's History month - An engagement event or workshop is scheduled to celebrate the contributions of Women in the workplace.
 - April is Administrative Employees Recognition month – Employees are invited to take Administrative training/workshops through PDLM or other external vendors.
 - May the Managers and Supervisors Month for the CUNY Professional Development Program, geared toward enhancing management and supervisory skills.
 - October is Domestic Violence Awareness month when employees are asked to wear Purple and there are many employee and student included events and workshops on campus.
 - Among Culture and Heritage Month Celebrations was an October 28, 2015 Symposium: Crisscrossing Cultural Borders: Reciprocal Influences among African Americans and Italian Americans.
 - The existing employee online trainings for Sexual Harassment will be continued through existing vendor, Everfi. First round of the online program was launched in Spring 2016 and the subsequent steps continued to be disseminated through Fall 2016.

The Office of Compliance and Diversity

- CDO/Title IX Coordinator has conducted ongoing trainings, including myriad in-person trainings in 2015-2016 to explain the CUNY Policy on Equal Opportunity and Non-discrimination and the Policy Against Sexual Misconduct. Most of the in- person trainings have first been focused on employee populations who have front-line interaction and service the college community. This included, but is not limited to, training the entire Student Affairs staff, approximately 300, the entire Public Safety staff (approx. 100), all Athletics staff (full and part-time) and some academic affairs staff. Special populations such as residence hall, international students and study abroad faculty and students have also been targeted groups for training. Overall **41** trainings were conducted within 2015-2016 with over 800 attendees/participants.
- The Office of Compliance and Diversity maintains a Title IX Webpage with current policies, including a new webpage dedicated to CUNY Accommodations Policy: <http://www.jjay.cuny.edu/cuny-accommodations-policy>.
- Sponsored an on-campus three-day *Undoing Racism Workshop* in partnership with the People's Institute in Spring 2016. Staff and faculty members were invited to attend this interactive experience that explored intuitional racism through historical lenses. Faculty members from the SEEK, Counseling and Psychology departments participated.
- Trainings on Disability Awareness and Resources in an Inclusive Workplace have been developed.

Women's Center for Gender Justice

- A Know Your Rights workshop was sponsored by the Women's Center.

- The College's LGBTQ Task Force under the Women's Center facilitated numerous training and educational workshops for students and employees. Examples of 2016 events include: "LGBTQ Rights in the Workplace," "Transgender Inclusion Training," and monthly "Queer Lunch".
- Faculty and staff are invited to attend many student-oriented diversity activities and initiatives throughout the year, including educational panel discussions with subject matter experts around issues of gender equality, LGBTQ rights, "Hateful v. Hurtful Speech," anti-bias.

Other

- Among the activities to promote education in diversity matters, the College held/ conducted the following:
 - Safe Zone Initiative trainings continue and are designed to raise sensitivity and awareness of LGBTQ issues.
- John Jay College launched a year-long initiative *Bridging the Divide: Re-imagining Police-Community Relations* in fall 2015 initiated by President Jeremy Travis in collaboration with the Center on Race, Crime and Justice and the Department of the African Studies. The initiative engaged a diverse group of stakeholders from various disciplines in an inclusive, constructive, public discourse on best practices for improving relations between law enforcement and the communities they serve. Spring 2016 campus-wide panel discussion included: "Gender, Sexuality and Policing;" "Policing of Religious Community Groups;" "Youth and Policing." In addition, the College hosted a one-day conference: "Multi-Stakeholder Dialogue on Bridging the Divide" including the "Power of One Racial Justice Award."
- The College will continue to disseminate information to faculty and invite speakers to discuss information about CUNY resources that support and advance diversity in order to familiarize faculty with diversity resources in order to foster a broader sense of community and inclusiveness through cross-campus interactive events. (e.g. the Center for Lesbian and Gay Studies; the Asian American/Asian Research Institute; the John D. Calandra Italian American Institute; the Center for Puerto Rican Studies; the Dominican Studies Institute; CUNY's Women's Centers; and the Office of Veterans Affairs) as well as those that enhance the quality of work life (e.g. Wellness Center Services, the Employee Assistance Program-CUNY Work Life).

Ongoing Engagement with College Management

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

- Meets regularly with President, members of President's Cabinet to discuss compliance and diversity outreach issues
- Meets with Department Chairs, and Hiring Managers to discuss hiring issues such as diversifying applicant pools, addressing unintended bias, and meeting compliance requirements
- Designs and implements programs/remedies to promote the attainment of placement goals
- Oversees the College's recruitment and advertising programs to assure appropriate outreach to underrepresented groups.

- Reviews and approves plans to conduct searches to fill job vacancies, both faculty and administrative

There were approximately 60 recruitment searches conducted during 2015-2016 and, thus, approximately that many committees were charged. (These were slightly fewer searches from previous year due to a hiring pause due to budgetary constraints.) The topics covered include recruitment practices, maintaining proper documentation, interview questions, references, the underutilization rate of the Affirmative Action Unit and how it must inform broad recruitment outreach efforts.

Recruitment Operations

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

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

Recruitment and Selection Practices

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

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

- Required posting of open positions and of Civil Service Notices of Exam (NOE). Normally faculty vacancies are posted for 60 days and administrative vacancies are posting for 30 days

- Collection of all applications into a single system where pre-established screening practices relevant to the specific function may be applied
- A job application process where all candidates are invited to self-identify race/ethnicity, gender, veteran status, or disability status; information is kept confidentially and used to analyze the composition of applicant pools by vacancy and overall
- A committee recruiting process by which a diverse team evaluates candidates according to consistent criteria and job-related interview questions
- Educational materials for hiring managers and members of recruiting committees, including compliance guidelines such as prohibited questions
- It is pending for the college Human Resources to review and utilize any information from the annual survey of newly-appointed employees to identify potential areas of concern in how the College communicates with its candidates.
- Ongoing oversight by the Chief Diversity Officer including required review of Search Plans, certification of applicant pools, and review of search outcomes.

Targeted Outreach in Response to Underutilization

- The College plans to participate in industry knowledge-sharing EEO events, such as *HERC's Everything You Need to Know about Diversity and Search Committees* training, *CUNY Faculty Diversity Conference 2017*, as well as *NYC EEO, Diversity & Inclusion Colloquium* to enhance and adopt proven best practice around diversity recruitment.
- The College's Faculty Personnel Committee plans to create a FPC website with resources for candidates.
- The Provost's Office, Faculty Senate and the Office of Compliance and Diversity will collaborate to develop a long-term plan to recruit Faculty of Color. As a short-term goal, the College plans to further proactively develop its identity as an Hispanic Serving Institution that will lend to more targeting recruitment.
- The College makes continuous good faith efforts to recruit women and minorities by advertising all positions on the College website and CUNY-wide. In addition, faculty and staff positions are posted with the New York State Department of Labor, ChronicleCareers.com, HigherEdjobs.com, Diversejobs.net, naaap.org (Association for Asian American Studies) and aaastudies.org (National Association of Asian American Professionals) to address underutilization in certain job groups. From time to time, in support of efforts to recruit more diverse faculty and professional staff, positions have been advertised for a fee via the **Online Diversity Job Fair** which AcademicCareers.com hosts periodically usually in November in the form of a large database of diverse faculty, doctoral students, and professionals, including those who specialize in Science & STEM. Using *push-technology* AcademicCareers.com alerts them of jobs in the Online Diversity Job Fair.
- In addition, the Office of Human Resources conducts posting outreach as outlined in the grid below.

POSTING SOURCES GRID

The Grid below indicates the usual placement for vacancy notices.				
Placement for Vacancy Notice	CLASSIFIED	ECP	All HEO	FACULTY
	Positions	Positions	TITLES	Positions
aaastudies.org (Assoc for Asian American Studies)	✓	✓	✓	✓
Chronicle print	✓ (classified managerial only)	✓	✓	✓
Chronicle Website	✓	✓	✓	✓
ChronicleCareers.com	✓	✓	✓	✓
John Jay Website	✓	✓	✓	✓
CUNYfirst website	✓	✓	✓	✓
Diversejobs.net	✓	✓	✓	✓
Hercjobs.org	✓	✓	✓	✓
Higher Ed Jobs.com	✓	✓	✓	✓
Higher Ed Jobs.com	✓	✓	✓	✓
Indeed.com	✓	✓	✓	✓
InsideHigherEd.com	✓	✓	✓	✓
naaap.org (National Association of Asian American Professionals)	✓	✓	✓	✓
NYS DOL	✓	✓	✓	✓
Simplyhired.com	✓	✓	✓	✓
Special requests may be made for publications and/or websites not listed above.				

3. Dissemination of Non-Discrimination Policy and Program

The CUNY Policy on Equal Opportunity and Non-Discrimination is available on the College's website and the President's Re-Affirmation Letter is sent to all employees.

The *Affirmative Action Plan* is available for public inspection and is available 24 hours at the John Jay College website at:

<http://www.jjay.cuny.edu/cuny-affirmative-action-program-and-recruitment-monitoring>

Originals are located during normal business hours (9:00 a.m. to 5:00 p.m.) in the Office of Compliance and Diversity at: 524 W. 59th Street, Room 622 Harran Hall.

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

Training Programs

The College has established training programs for managers and staff on equal employment opportunity, affirmative action and College policy. These programs have included:

- In February 2016, The College's Committee on Diversity and Inclusion hosted an on-campus three-day *Undoing Racism Workshop* in partnership with the People's Institute in Spring 2016. All members of the President's Executive Staff, Public Safety, SEEK, Counseling, Committee members which include staff and faculty members were invited to attend this interactive training workshop.
- Title IX Coordinator conducted 41 trainings in the last academic year with over 800 employee participants.
- In Spring 2016, The Committee on Diversity and Inclusion sponsored a webinar on the federal *Dear Colleague Letter* explaining the college's obligations regarding transgender students as best practices for future policies. Nearly 20 decision makers, including Department Directors and Associate Provost attended online training workshop.
- In Summer 2016, the Office of Compliance and Diversity developed new trainings on Disability Awareness and Resources in an Inclusive Workplace with plans to roll out interactive training in Fall 2016.
- The College's Title IX Coordinator/ Director of Compliance and Diversity continues to present on College's policies on affirmative action and EEO compliance to multiple leadership teams, including but not limited to, the President's Executive Staff (Cabinet), the Council of Chairs and the HEO Council.

B. RESPONSE TO 2016 UNDERUTILIZATION

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

Placement goals to address female and minority underutilization are established by Affirmative Action Unit as described in Section IV (Results of Statistical Analysis/Areas of Concern). Placement goals guide recruitment activities with a particular focus on recruiting a broad and inclusive pool of qualified applicants.

Below is evidence of future recruitment efforts that may serve to address the underutilization in certain job groups. These are job searches from July 2016 to October 2016 that the College advertised after this Plan's reporting period:

Apple Corps	Service-Learning Specialist
Community Outreach	Student Life Specialist
Marketing and Development	Development Manager - Major & Planned Gifts
Sociology	Assistant or Associate Professor
Theater Operations	Broadcast Associate Level 2
Sciences	epidemiologist/computational biologist

Public Management	Faculty Open Rank – Assistant or Associate Professor
Psychology	Assistant/Associate Professor
Modern languages	Asst/Assoc Professor of Spanish - Specialist in Translation and Interpreting
International Student Services	Deputy Director of International Student Services
Department of Modern Languages	Asst/Assoc Professor of Spanish - Specialist in Translation and Interpreting
Academic Affairs	Associate Provost - Dean of Undergraduate Studies
Admissions	Graduate Admissions Counselor
Graduate Studies	Associate Director for Academic Internships
Marketing and Communications	Communications Production Specialist
Professional Studies	Curriculum Manager/Instructional Designer
Student Affairs	Wellness Center Coordinator
Marketing and Development	Development Coordinator
Professional Studies	Police Liaison Administrator- Temporary
Human Resources	Human Resource Coordinator
Professional Studies	Administrative Specialist - Temporary
Human Resources	HR Client Services Specialist
Freshman Advising	Administrative Coordinator
Student Academic Success Programs	Associate Director for DOC Partnerships (Academic Program Manager, Higher Education Associate)
Alan Siegel Writing Center	Academic Resource Center Specialist
Office of Undergraduate Studies	Academic Operations Coordinator
Senior Academic Advisor	Senior Academic Advisor - Peer Advisor Program Specialist
Law and Society	Rank Open – Law and Society
Math & Science Resource Center	Math & Science Resource Center Manager (Academic Resource Center Manager)
Admissions	Senior Academic Advisor - Peer Advisor Program Specialist
Admissions	Senior Academic Advisor - In-Service Students
Marketing and Development	Special Events Specialist
Marketing and Development	Special Events Coordinator
Marketing and Development	Development Manager - Major & Planned Gifts
Marketing and Development	Associate Director of Multimedia Production and Outreach
Student Affairs	Student Transition Programs Coordinator (Student Life Coordinator)
Facilities Management	Custodial Supervisor (Provisional)
Human Resources	Asst. Director, Employee Engagement
Facilities Management	Director of Facilities Management
Department of Public Management	Academic Program Coordinator

CUNY Justice Academy CSIS pipeline	Program Coordinator
Admissions	Associate Director for Communication and Implementation - Admissions
Psychology Graduate Programs	Career & Externship Counselor

Department of Public Management	Academic Program Coordinator
Student Affairs	Associate Vice President of Student Affairs
Information Technology	IT Assistant, L1
Psychology Graduate Programs	Career & Externship Counselor
Marketing and Development	Senior Graphics Designer - (Communications Marketing Director)
Community Outreach	Coordinator of Community Outreach (Admin Coordinator)

The following activities are planned for this next plan year. The College will continue to evaluate the effectiveness of its outreach programs and make adjustments as needed.

- The College plans to participate in industry knowledge-sharing EEO events, such as *HERC's Everything You Need to Know about Diversity and Search Committees* training, *CUNY Faculty Diversity Conference 2017*, as well as *NYC EEO, Diversity & Inclusion Colloquium* to enhance and adopt proven best practice around diversity recruitment.
- The College's Faculty Personnel Committee plans to create a FPC website with resources for candidates.
- The Provost's Office, Faculty Senate and the Office of Compliance and Diversity will collaborate to develop a long-term plan to recruit Faculty of Color. As a short-term goal, the College plans to further proactively develop its identity as an Hispanic Serving Institution that will lend to more targeting recruitment.
- The College plans to update its online outreach efforts and continue to disseminate faculty and staff openings through the New York State Department of Labor, ChronicleCareers.com, HigherEdjobs.com, Diversejobs.net, naaap.org (Association for Asian American Studies) and aaastudies.org (National Association of Asian American Professionals) to address underutilization in certain job groups.

C. INTERNAL AUDIT AND REPORTING

The internal audit and reporting system is used as the basis for evaluating results-oriented programs and affirmative action efforts. The President has designated the Chief Diversity Officer as having primary responsibility for the audit and reporting system.

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

- Monitoring records of personnel activities, including new hires, transfers, promotions, and terminations
- Monitoring the status of employee self-identification programs
- Reviewing the effectiveness of recruiting outreach and advertising
- Monitoring complaints or incident reports which may indicate underlying trends
- Reviewing personnel activities and the Affirmative Action Plan with senior level officers

- Advising management of program effectiveness and provide recommendations for improvement.

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

VI. INDIVIDUALS WITH DISABILITIES AND PROTECTED VETERANS

A. POLICY STATEMENT ON EQUAL EMPLOYMENT OPPORTUNITY

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 when appropriate to Individuals with Disabilities, individuals observing religious practices, employees who have pregnancy or childbirth-related medical conditions, or employees who are victims of domestic violence/stalking/sex offenses.

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

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

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

B. REVIEW OF PERSONNEL PROCESSES

Our goal is to ensure all personnel activities are conducted in a manner that provides and promotes equal employment opportunity for employees and applicants who are Individuals with Disabilities and/or Protected Veterans. To that end we periodically review our personnel processes for potential barriers to employment, training, and promotion.

The College asserts that its personnel processes do not stereotype Individuals with Disabilities or Protected Veterans or otherwise limits their access to jobs for which they are qualified and that they are featured in college publications.

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

C. REVIEW OF PHYSICAL AND MENTAL QUALIFICATIONS

Our goal is to ensure that all physical and mental qualifications and requirements are job-related and

consistent with business necessity and safe performance of the job. We periodically review the College's physical and mental qualifications and requirements as they relate to employment, training, and promotion.

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

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

D. REASONABLE ACCOMMODATION

The College provides reasonable accommodations to physical and mental limitations of applicants and employees who are Individuals with Disabilities or Disabled Veterans. The College makes reasonable accommodations under this condition to those individuals who have requested a reasonable accommodation. As per the *CUNY Procedures for Implementing Reasonable Accommodation and Academic Adjustments*, the Human Resources Director is responsible for making arrangements to provide reasonable accommodations to applicants for employment, current employees and visitors. Anyone may request an accommodation by contacting the Human Resources Office.

To formally request an accommodation, individuals with disabilities should contact the following individual in the John Jay College Office of Human Resources:

Name: Christina Lee
Title: Benefits Manager
Phone: (212) 237-8504
Email: clee@jjay.cuny.edu

Procedures for requesting an accommodation are detailed in *Procedures for Implementing Reasonable Accommodation at The City University of New York*, available at:

<http://www.jjay.cuny.edu/cuny-accommodations-policy>

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

<http://www.cuny.edu/about/administration/offices/la/PolicyonEqualOpportunityandNonDiscriminationandProceduresDecember42014.pdf>

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

Individuals with Disabilities may request reasonable accommodations in the recruiting and interviewing

process. The procedure is provided on the Employment Page of the CUNY Website <http://www.jjay.cuny.edu/cuny-accommodations-policy> and at the College's Office of Human Resources. The text of the statement is as follows:

Any applicant who requires an accommodation for a disability in order to apply for a position or proceed with the job search process should contact the College's Human Resources Office, specifically Christina Lee (listed above) at clee@jjay.cuny.edu and (212) 237-8504 or the University's Office of Recruitment and Diversity at jobs@cuny.edu, 205 East 42nd Street, 10th Floor, New York, New York 10017.

In the 2015 - 2016 reporting year:

- While recognizing that many requests are resolved without an official request, the College responded to **7** requests for reasonable accommodations from employees, for which the interactive process was successfully concluded **6** times and appealed 0 times.
- At this time there are **no** outstanding appeals
- There were no requests for reasonable accommodation for job applicants.

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

E. HARASSMENT PREVENTION PROCEDURES

The University has developed procedures to ensure that Individuals with Disabilities or Protected Veterans are not harassed. (See Section A above, *Policy Statements on Equal Employment Opportunity*). As specified in our policy, the 504/ADA Coordinator, **Silvia Montalban**, is responsible for coordinating efforts to ensure access and non-discrimination for Individuals with Disabilities. To file a complaint, individuals should contact the 504/ADA Coordinator.

F. EXTERNAL DISSEMINATION OF POLICY

The Non-Discrimination Policy is available on the College's website and the president's annual Re-Affirmation Letter is disseminated to all employees via an "Important Announcements" message via email. The annual Affirmative Action Plan is posted on the College's website through various links and also the internal employee compendium and it is available in the library.

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

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

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

G. OUTREACH AND POSITIVE RECRUITING

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

- Initiating and maintaining communication with organizations having special interests in the recruitment of and job accommodations for Disabled Veterans, other Protected Veterans, and Individuals with Disabilities
- Including Individuals with Disabilities in photographs or diagrams in educational, promotional, or job advertisement materials
- Disseminating information concerning employment opportunities to media that reach Disabled Veterans, other Protected Veterans, and Individuals with Disabilities
- Informing recruiting sources, in writing and orally, of the Affirmative Action policy for Disabled Veterans, other Protected Veterans, and Individuals with Disabilities
- Advertising job openings with a variety of external resources, including required reporting to the New York State Labor Department and related agencies
- Filing the VETS-4212 report on an annual basis
- Participating in programs that employ Protected Veterans and Individuals with Disabilities
- CUNY participates in the following efforts to recruit Veterans and Individuals with Disabilities which are supported by New York State Civil Service statutes:
 - Veterans may apply for additional points added to Civil Service examination scores based on either Veteran or Disabled Veteran Status as defined by State of New York statute (points are granted only where the Veteran has received a minimum passing score on the examination)
 - The University may appoint qualified disabled individuals to classified Civil Service titles without an examination.

H. INTERNAL DISSEMINATION OF POLICY

To foster positive support for the affirmative action program for Protected Veterans and Individuals with Disabilities, the College has, and will continue to implement the following internal dissemination of its policies and procedures:

- Including the policies in the manuals and other in-house publications
- Meeting with senior staff and other supervisors to explain the intent of the policy and individual responsibility for effective implementation
- Scheduling training sessions for employees involved in recruitment, selection, and promotion decision-making

- Discussing policies thoroughly in both employee orientation and management training programs
- Including articles on accomplishments of Disabled Veterans, other Veterans, and Individuals with Disabilities in College publications
- Posting the *CUNY Procedures for Implementing Reasonable Accommodation and Academic Adjustments* on College bulletin boards, along with the *CUNY Policy on Non-Discrimination* (which also covers protection from harassment on the basis of disability)
- Featuring persons who are Individuals with Disabilities in handbooks or similar publications.

I. AUDIT AND REPORTING SYSTEM

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

- Measures the effectiveness of the College's overall Affirmative Action Program and whether the College is in compliance with specific obligations
- Indicates the need for remedial action
- Measures the degree to which the College's objectives are being met
- Determines whether there are any undue hurdles for Individuals with Disabilities and Protected Veterans regarding campus sponsored educational, training, recreational, and social activities.
- In addition, the 504/ADA Coordinator may consult with The University Dean for Recruitment and Diversity and/or The University Advisory Council on Diversity if audits uncover issues.
- 504/ADA Coordinators also receive regular guidance concerning reporting systems at periodic meetings sponsored by The University Office of Recruitment and Diversity.

J. RESPONSIBILITY FOR IMPLEMENTATION

As part of its efforts to ensure equal employment opportunity to Disabled Veterans, other Veterans, and Individuals with Disabilities, the College has designated specific responsibilities to various staff.

- Employee reasonable accommodation requests must be addressed to:

Christina Lee
Benefits Manager
John Jay College Office of Human Resources
Phone: (212) 237-8504
Fax: (212) 237-8939
Email: clee@jjay.cuny.edu

- Complaints and Appeals of reasonable accommodation decisions should be addressed to:

Silvia Montalban
Director-Compliance & Diversity
504/ADA Coordinator
Harran Hall, Rm. 622T
Office: (646) 557-4409
Fax: (212) 237-8128
Email: smontalban@jjay.cuny.edu

- The Military & Veterans Services Manager within Student Affairs is a general resource on veteran matters:

Richard Pusateri
Office: 212.484.1329
Email: Rpusateri@jjay.cuny.edu

1. The President

The President is responsible for the implementation of the program and appoints the 504/ADA Coordinator to oversee College compliance activities. He/she provides senior management support and resources to manage the implementation of this program.

2. The 504/ADA Coordinator

The President assigned the duties of the 504/ADA Coordinator to Silvia Montalban. The responsibilities of the 504/ADA Coordinator include:

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

3. 504/ADA Committee has been replaced by the Fire Safety and Accessibility Committee.

Matters of reasonable accommodations are handled privately by employees through Human Resources. General issues concerning accessibility and which affect individuals disabilities are discussed in the Fire Safety and Accessibility Committee, a committee formed in the Fall 2015. This Committee supplanted the 504/ADA Committee. The Committee considers and reviews policies and practices that address concerns

for differently-abled individuals in accessing areas of the campus, including how they impact on fire safety. The 504/ADA Coordinator, Public Safety, Human Resources, the Director of Space Planning and Capital Projects, the Chief Student Affairs Officer, the President of Student Government, faculty and three faculty members comprise the membership. The Assistant Director of Public Safety is the chairperson the Fire Safety and Accessibility Committee.

The members of the committee are:

- David Rivera, Committee Chair and Assistant Director of Public Safety
- Grace Theresa Agalo-os, President of Student Government
- Glenn Corbett, faculty
- Marc Harary, Director of Space Planning and Capital Projects
- Karen Kaplowitz, faculty
- Silvia Montalban, 504/ADA Coordinator
- Francis Sheehan, Faculty
- Raj Singh, Assistant vice President of Administration
- Dana Trimboli, Chief Student affairs Officer

4. College Officials

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

K. TRAINING

Employees involved with the recruitment, selection, promotion, disciplinary actions, training, and related processes of Individuals with Disabilities or Veterans are acquainted with the College's Affirmative Action Program. The University Office of Recruitment and Diversity and Office of Professional Development and Learning Management provide training opportunities to help employees maximize their personal and workplace effectiveness, including Diversity Training courses.

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

- In Summer 2016, the Office of Compliance and Diversity developed new trainings on Disability Awareness and Resources in an Inclusive Workplace with plans to roll out interactive training in Fall 2016.
- The College's Title IX Coordinate/ Director of Compliance and Diversity continue to present on College's policies on affirmative action and EEO to multiple leadership teams, including the HEO Council and the Council of Chairs.

L. COMPARISON TO BENCHMARKS

See Appendix L – *Benchmark Comparisons for Veterans and Individuals with Disabilities*

See Appendix M – *VETS 4212 Report*

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

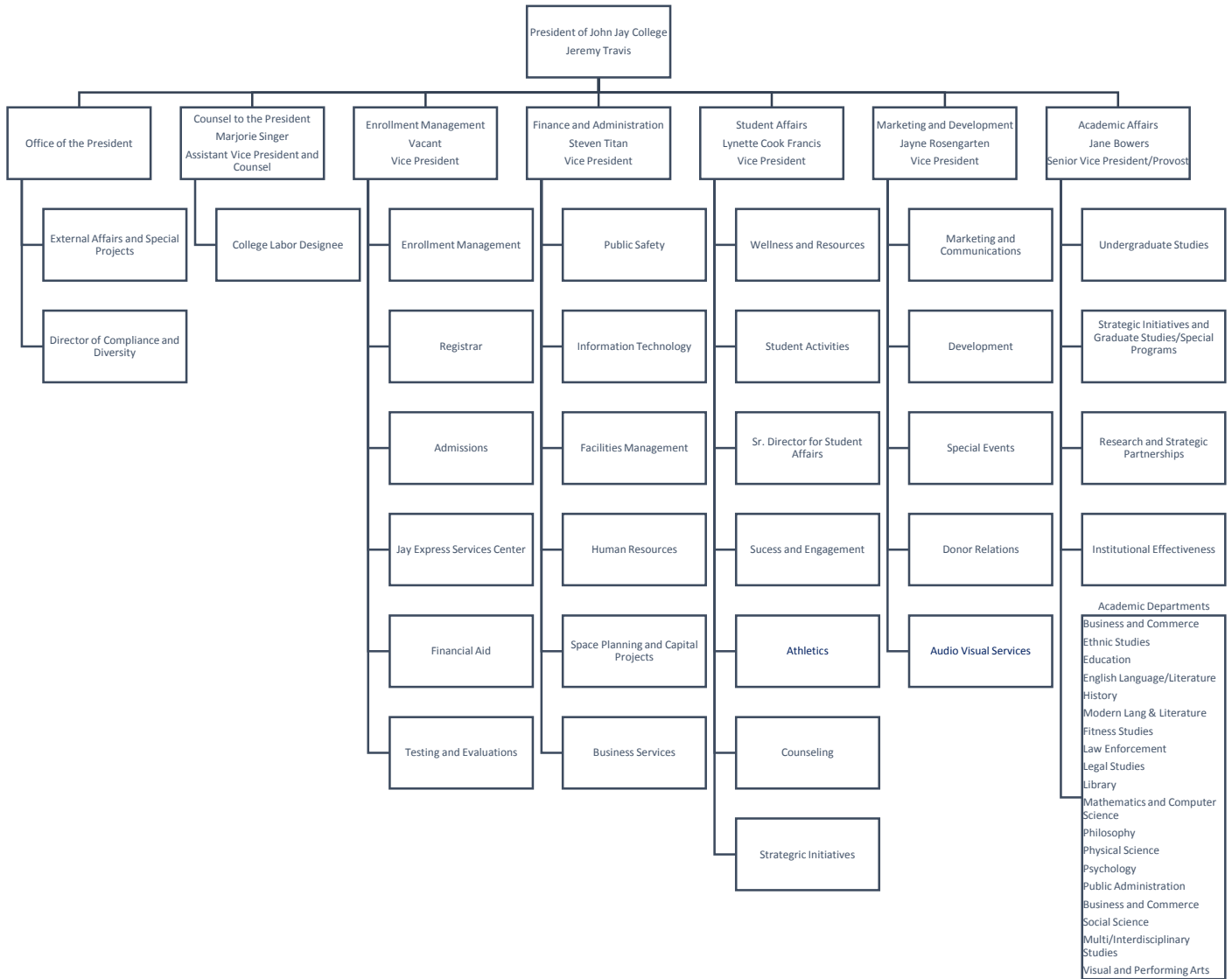
A preliminary review of the extent to which the college meets hiring benchmarks for employment of Veterans is illustrated displayed in Appendix L.

Recruitment, application and appointment processes are monitored to encourage the representation of Protected Veterans as well as employees and applicants who are Individuals with Disabilities.

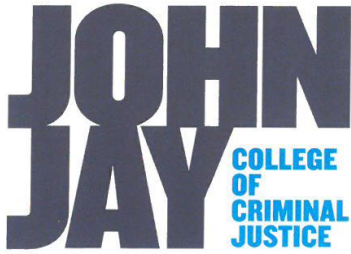
The College plans to conduct a self-audit in the upcoming plan year to determine that data can be accurately and completely reported.

VII. APPENDICES

A. ORGANIZATION CHART



B. PRESIDENT’S RE-AFFIRMATION LETTER



Jeremy Travis
President

Haaren Hall
524 West 59th Street, Room 625
New York City, NY 10019
T. 212.237.8600
F. 212.237.8607
jtravis@jjay.cuny.edu

Memorandum

To: The John Jay College Community

From: President Jeremy Travis

Date: August 25, 2016

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. I fully support the policies and practices that we have implemented at John Jay College of Criminal Justice to foster non-discrimination, affirmative action, diversity and inclusion in the workplace. It is my personal belief that CUNY is enriched by the strengths of the people and perspectives represented in our college community.

Accordingly, I am committed to oversee John Jay College of Criminal Justice, in compliance with the CUNY Policies and Procedures on Equal Opportunity, 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 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 visit our website, www.jjay.cuny.edu or <http://www.cuny.edu/about/administration/offices/la/Policy-on-Equal-Opportunity-and-Non-Discrimination-December42014with-procedures.pdf> and www.cuny.edu, to view the Equal Opportunity Policy in its entirety, including the complaint procedures and prohibition against retaliation.

I have assigned the responsibility for the implementation and monitoring of our compliance program to the Chief Diversity Officer, Silvia Montalban, Esq. She is the Director of Compliance & Diversity who will also serve as the 504/ADA Coordinator and Title IX Coordinator. The vice presidents, deans, directors, managers and supervisors also share responsibility for ensuring our compliance with these policies and laws. The Office of Compliance & Diversity is located in Haaren Hall, Room 622T. Their website and resources can be accessed at <http://www.jjay.cuny.edu/compliance-and-diversity>. Additionally, any individual who believes that he or she has experienced employment discrimination should immediately contact Ms. Montalban at 646-557-4409 or at smontalban@jjay.cuny.edu.

I ask for your continued support to ensure equal opportunity, affirmative action, diversity and inclusion in all employment practices at John Jay College of Criminal Justice.



C. AFFIRMATIVE ACTION UNIT STRUCTURE

1. Job Groups and Affirmative Action Units

Job Group	Affirmative Action Unit	Typical Job Titles
Executive/Administrative/Managerial	Administration I	President Vice President/Assistant Vice President Dean/Associate Dean/Assistant Dean Administrator/Associate Administrator/Assistant Administrator
	Administration II	Higher Education Officer Higher Education Associate Research Associate
	Computer Systems Manager	Computer Systems Manager Computer Operations Manager
	Chief Admin Supt of Buildings and Grounds	Chief Administrative Superintendent of Buildings and Grounds
	Admin Supt of Buildings and Grounds	Administrative Superintendent of Buildings and Grounds
	Security Director	Campus Security Director Campus Security Assistant Director
Faculty	Professorial	Distinguished Professor Professor Associate Professor Assistant Professor
	Non-Professorial Lecturer	Lecturer Lecturer Doctoral Scholar
	Non-Professorial Instructor	Instructor; Research Professor,
Professional Non-Faculty	Accountant	Accountant; Purchasing Agent
	Administration III	Higher Education Assistant Assistant to Higher Education Officer Research Assistant Some Research Associates as per pay level
Technical/Paraprofessional	Administration IV	College Lab Technicians (Lab Technician, Senior Lab Technician, Chief Lab Technicians)
	Accountant Assistant	Accountant Assistant; Assistant Purchasing Agent
	Broadcasting/Media Titles	Broadcast Associate Theatre Technician Theatre Technician Lead Theatre Technician Specialist
	Computer Specialists	IT Senior Associate IT Associate IT Assistant; IT Support Assistant;
	Media/Print Shop	Media Services Technician Print Shop Coordinator Print Shop Associate Print Shop Assistant Graphic Designer
Secretarial/Clerical	CUNY Admin Assistant	CUNY Administrative Assistant
	CUNY Office Assistant	CUNY Office Assistant
	Mail Message Services Worker	Mail Message Services Worker

Job Group	Affirmative Action Unit	Typical Job Titles
Skills Trades/Crafts	Skilled Trades/Crafts Supervisory	Supervisor of Maintenance and Labor
	Skilled Trades/Crafts, Non-Supervisory	Carpenter Laborer Electrician Electrician Helper Locksmith Maintenance Worker Oiler Painter Plumber Plumber Helper Stationary Engineer
Service/Maintenance	Campus Peace/Security Officer L1	Campus Peace Officer Level 1 Campus Security Officer Level 1 Campus Security Assistant
	Campus Peace/Security Officer L2	Campus Peace Officer Level 2 Campus Security Officer Level 2
	Campus Public Safety Sergeant	Campus Public Safety Sergeant Campus Peace Officer Level 3 Campus Security Specialist
	Custodial Assistant	Custodial Assistant;
	Custodial Supervisory	Custodial Supervisor
	Basic Crafts/Buildings and Grounds	Stock Worker Stock Worker Supervisor

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

X = indicates that an analysis was done for this job group and this unit. See also page 26, herein, for the affirmative action units that were analyzed and see also Results of *Utilization Analysis and Placement Goals Appendix E*.

Faculty Affirmative Action Unit	Professorial Titles	Non-Professorial Lecturer Titles	Non-Professorial Instructor Titles
Area and Ethnic Studies	X		
Business and Commerce (Economics)			
Communication, Journalism, and Related Programs			
Education			
English Language and Literature	X	X	
Fitness Studies (Health and Physical Education)			
Foreign Languages & Literature (Modern Foreign Lang.)		X	
History	X		
Humanities-Philosophy			
Law Enforcement (includes Law and Police Science, Security and Fire Management)	X	X	X
Legal Studies- Criminal Justice PhD			
Library	X		
Mathematics, Statistics and Computer Science		X	
Multi/Interdisciplinary Studies			
Physical Sciences (Science)			
Psychology	X		
Public Administration/Management and Social Service Professions	X	X	
Social Sciences (Anthropology, Government-Political Science and Sociology)		X	
Visual and Performing Arts (Arts and Music)			

D. UTILIZATION ANALYSIS WORKSHEETS

Administration

FACTOR / SOURCE SHEET

FALL, 2016

Executive/Senior Level Official and Managers

ADMINISTRATION I:

Executive Compensation
PlanTitles

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

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

Factor 2	Promotable, Transferable, Trainable employees within contractors organization. - CUNY Survey - selected titles, service requirement and criteria -Source Spring 2013.	0.6
----------	---	-----

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

Factor 1:				<u>Asian or Nat.</u>	<u>Black or</u>	<u>Hispanic</u>	
		<u>Female</u>	<u>**Total</u>	<u>Haw. or Other</u>	<u>African</u>	<u>or Latino</u>	
			<u>Minority</u>	<u>Pac. Isl.</u>	<u>American</u>		
		58.2	28.4	7.5	11.2	7.8	
	multiply by weight -	0.4	23.3	3.0	4.5	3.1	
Factor 2:				<u>Asian or Nat.</u>	<u>Black or</u>	<u>Hispanic or</u>	
		<u>Female</u>	<u>**Total</u>	<u>Haw. or Other</u>	<u>African</u>	<u>Latino</u>	<u>Total</u>
			<u>Minority</u>	<u>Pac. Isl.</u>	<u>American</u>		
	HEO	442	335	69	148	116	795
	Professor	780	468	174	148	141	2,007
		1,222	803	243	296	257	2,802
		43.6	28.7	8.7	10.6	9.2	
	multiply by weight -	0.6	26.2	5.2	6.4	5.5	
OVERALL AVAILABILITY				49.5	28.6	8.2	10.9
				8.6	7.0		

Individuals
with
Disabilities

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **John Jay College of Criminal Justice**

Semester/Year: **FALL, 2016**

AFFIRMATIVE ACTION UNIT:

ADMINISTRATION I

Constituent Departments:

EEO CATEGORY:

Executive/Senior Level Official and Managers

Job Titles: EXECUTIVE COMPENSATION PLAN TITLES

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

JOB GROUP:

ADMINISTRATION I

FACTORS:

Weighting

Females

**Total
Minority

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

Black or African
American

Hispanic
or Latino

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

0.40

23.3

11.4

3.0

4.5

3.1

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

0.60

26.2

17.2

5.2

6.4

5.5

GROUP TOTAL NO.: 21

No. Male: **10**

No. Female: **11**

Females

**Total
Minority

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

Black or
African
American

Hispanic
or Latino

Individuals with
Disabilities

CURRENT UTILIZATION:

#

11

#

5

#

2

#

2

#

1

#

0

%

52.4

%

23.8

%

9.5

%

9.5

%

4.8

%

0.0

OVERALL AVAILABILITY:

%

49.5

%

28.6

%

8.2

%

10.9

%

8.6

%

7.0

UNDERUTILIZATION:

%

NONE

%

4.8

%

NONE

%

1.4

%

3.8

%

7.0

#

0.0

#

1.0

#

0.0

#

0.3

#

0.8

#

1.5

UU

0

UU

1

UU

0

UU

0

UU

1

UU

2

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

FACTOR / SOURCE SHEET

FALL, 2016

First/Mid Level Officials and Managers
ADMINISTRATION II

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

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

<u>FACTORS</u>	<u>SOURCES</u>	<u>WEIGHT</u>
Factor 1	4STATE - Earned Degrees Conferred (EDC) - Bachelors 2011-12* for Federal Protected Groups.	0.4
Factor 2	Promotable, Transferable, Trainable employees within contractors organization. - CUNY Survey - selected titles, service requirement and criteria -Source Spring 2014.	0.6

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

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

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **John Jay College of Criminal Justice**

Semester/Year: **FALL, 2016**

AFFIRMATIVE ACTION UNIT:

ADMINISTRATION II

Constituent Departments:

EEO CATEGORY:

First/Mid Level Officials and Managers

Job Titles:

Higher Education Officer (HEO)

Higher Education Associate (HEA)

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

JOB GROUP:

ADMINISTRATION II

FACTORS:

Weighting

Females

****Total
Minority**

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

**Black or
African American**

**Hispanic
or Latino**

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

0.40

22.9

11.6

3.3

3.9

3.7

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

0.60

35.2

29.2

6.6

14.5

8.0

GROUP TOTAL NO.: **145**

No. Male: **43**

No. Female: **102**

Females

****Total
Minority**

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

**Black or
African American**

**Hispanic
or Latino**

**Individuals with
Disabilities**

CURRENT UTILIZATION:

#

102

#

71

#

13

#

33

#

25

#

2

%

70.3

%

49.0

%

9.0

%

22.8

%

17.2

%

1.4

OVERALL AVAILABILITY:

%

58.1

%

40.8

%

9.9

%

18.4

%

11.7

%

7.0

UNDERUTILIZATION:

%

NONE

%

NONE

%

0.9

%

NONE

%

NONE

%

5.6

#

0.0

#

0.0

#

1.3

#

0.0

#

0.0

#

8.1

UU

0

UU

0

UU

1

UU

0

UU

0

UU

8

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

FALL, 2016

MANAGERIAL: COMPUTER MANAGER

Executive/Administrative/Managerial

MANAGERIAL:

COMPUTER MANAGER: [Computer Systems Manager](#)

SOURCE

Factor 1: 2007 - 2011 U.S. Census- American Community Survey (ACS) - NY, NJ, CT, PA - "Computer and Information Systems Managers" (1110)

WEIGHTING

1.0

<u>Female</u>	<u>**Total Minority</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Individuals with Disabilities</u>
<u>28.5</u>	<u>26.6</u>	<u>15.7</u>	<u>4.3</u>	<u>5.2</u>	<u>7.0</u>

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **John Jay College of Criminal Ju**
Semester/Year: **FALL, 2016**

AFFIRMATIVE ACTION UNIT:		Constituent Departments:					
COMPUTER MANAGER:							
EEO CATEGORY:		Job Titles:					
Executive/Administrative/Managerial		Computer Systems Manager					
JOB GROUP:							
COMPUTER MANAGER:							
FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	28.5	26.6	15.7	4.3	5.2	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: 3		If Group Total is 4 or less, then Job Group is too small to analyze					
No. Male: 3	No. Female: 0	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:		# 0	# 2	# 1	# 1	# 0	# 0
		% 0.0	% 66.7	% 33.3	% 33.3	% 0.0	% 0.0
OVERALL AVAILABILITY:		% 28.5	% 26.6	% 15.7	% 4.3	% 5.2	% 7.0
UNDERUTILIZATION:		% 28.5	% NONE	% NONE	% NONE	% 5.2	% 7.0
		# 0.86	# 0.00	# 0.00	# 0.00	# 0.16	# 0.21
		UU 1	UU 0	UU 0	UU 0	UU 0	UU 0

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

[illegible]

MANAGERIAL: CHIEF ADMINISTRATIVE
SUPERINTENDENT OF BUILDINGS AND GROUNDS

Executive/Administrative/Managerial

**CHIEF ADMINISTRATIVE SUPERINTENDENT OF
BUILDINGS AND GROUNDS**

Chief Administrative Supt. of Buildings and Grounds

[illegible]

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **John Jay College of Criminal Justice**

Semester/Year: **FALL, 2016**

AFFIRMATIVE ACTION UNIT:

Chief Administrative Supt. of Buildings and Grounds

Constituent Departments:

EEO CATEGORY:

Executive/Administrative/Managerial

Job Titles:

Chief Administrative Superintendent of Buildings and Grounds

JOB GROUP:

Chief Administrative Supt. of Buildings and Grounds

FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	
1. % availability of Minorities/Females with requisite skills in immediate labor areas.							
2. % of Minorities/Females promotable, transferable, or trainable	1.00	11.1	22.2	0.0	0.0	22.2	
GROUP TOTAL NO.: 1	If Group Total is 4 or less, then Job Group is too small to analyze						
No. Male: 1	No. Female: 0						
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:		# 0	# 0	# 0	# 0	# 0	# 0
		% 0.0	% 0.0	% 0.0	% 0.0	% 0.0	% 0.0
OVERALL AVAILABILITY:		% 11.1	% 22.2	% 0.0	% 0.0	% 22.2	% 7.0
UNDERUTILIZATION:		% 11.1	% 22.2	% 0.0	% 0.0	% 22.2	% 7.0
		# 0.11	# 0.22	# 0.00	# 0.00	# 0.22	# 0.07
		UU 0	UU 0	UU 0	UU 0	UU 0	UU 0

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

FALL, 2016

MANAGERIAL: ADMINISTRATIVE
SUPERINTENDENT OF BUILDINGS AND GROUNDS

Executive/Administrative/Managerial

**ADMINISTRATIVE SUPERINTENDENT OF
BUILDINGS AND GROUNDS**

Administrative Supt. of Buildings and Grounds

SOURCE

WEIGHTING

Factor 1:	2007 - 2011 U.S. Census- American Community Survey (ACS) - NY, NJ, CT, PA - First Line Supervisor/Managers of Housekeeping and Janitorial Workers (4200)	1.0
-----------	--	-----

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

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **John Jay College of Criminal Justice**

Semester/Year: **FALL, 2016**

AFFIRMATIVE ACTION UNIT:		Constituent Departments:					
Administrative Supt. of Buildings and Grounds							
EEO CATEGORY:		Job Titles:					
Executive/Administrative/Managerial		Administrative Superintendent of Buildings and Grounds					
JOB GROUP:							
Administrative Supt. of Buildings and Grounds							
FACTORS:	Weighting	Females	** Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	29.0	40.0	2.4	13.8	22.1	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: 5							
No. Male: 3	No. Female: 2						
		Females	** Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:		# 2	# 3	# 1	# 2	# 0	# 0
		% 40.0	% 60.0	% 20.0	% 40.0	% 0.0	% 0.0
OVERALL AVAILABILITY:		% 29.0	% 40.0	% 2.4	% 13.8	% 22.1	% 7.0
UNDERUTILIZATION:		% NONE	% NONE	% NONE	% NONE	% 22.1	% 7.0
		# 0.00	# 0.00	# 0.00	# 0.00	# 1.11	# 0.35
		UU 0	UU 0	UU 0	UU 0	UU 1	UU 0

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

FALL, 2016

MANAGERIAL: SECURITY DIRECTOR

Executive/Administrative/Managerial

MANAGERIAL:

SECURITY DIRECTOR:

Campus Security Director

Campus Security Assistant Director

SOURCE

WEIGHTING

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

1.0

Female

**Total
Minority

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

Black or
African American

Hispanic or
Latino

Individuals
with
Disabilities

28.4

66.7

7.1

28.1

29.3

7.0

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **John Jay College of Criminal Justice**

Semester/Year: **FALL, 2016**

AFFIRMATIVE ACTION UNIT:		Constituent Departments:					
SECURITY DIRECTOR:							
EEO CATEGORY:		Job Titles:					
Executive/Administrative/Managerial		<div> <div></div> <div></div> <div></div> <div>Campus Security Director</div> <div>Campus Security Assistant Director</div> </div>					
JOB GROUP:							
SECURITY DIRECTOR:							
FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	28.4	66.7	7.1	28.1	29.3	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: 2		If Group Total is 4 or less, then Job Group is too small to analyze					
No. Male: 2	No. Female: 0	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:		# 0	# 1	# 0	# 0	# 1	# 0
		% 0.0	% 50.0	% 0.0	% 0.0	% 50.0	% 0.0
OVERALL AVAILABILITY:		% 28.4	% 66.7	% 7.1	% 28.1	% 29.3	% 7.0
UNDERUTILIZATION:		% 28.4	% 16.7	% 7.1	% 28.1	% NONE	% 7.0
		# 0.57	# 0.33	# 0.14	# 0.56	# 0.00	# 0.14
		UU 1	UU 0	UU 0	UU 1	UU 0	UU 0

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

FACULTY

Professorial

FACTOR / SOURCE SHEET - PROFESSIONAL: PROFESSORIAL

FALL, 2016

Affirmative Action Unit:

FACULTY

Constituent Departments:

Job Group:

Professorial

Job Titles:

**Distinguished Professor
Professor
Associate Professor
Assistant Professor**

FACTORS

Factor 1

SOURCES

EDC- Ph.D. 2011 - 12* - 4States (CT, NY, NJ, PA) and US Non-4ST.

WEIGHT

1.0

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

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

FACULTY

Female

****Total
Minority**

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

**Black or
African
American**

**Hispanic
or Latino**

**Individuals
with
Disabilities**

54.9

25.7

8.4

9.8

6.0

7.0

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **John Jay College of Criminal Justice**

Semester/Year: **FALL, 2016**

AFFIRMATIVE ACTION UNIT:

FACULTY

CONSTITUENT DEPARTMENTS:

EEO CATEGORY:

PROFESSIONAL: PROFESSORIAL

Job Titles:

Distinguished Professor
Professor
Associate Professor
Assistant Professor

JOB GROUP:

PROFESSORIAL

FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	54.9	25.7	8.4	9.8	6.0	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: 365							
No. Male: 190	No. Female: 175						
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:	#	175	# 107	# 32	# 36	# 38	# 2
	%	47.9	% 29.3	% 8.8	% 9.9	% 10.4	% 0.5
OVERALL AVAILABILITY:	%	54.9	% 25.7	% 8.4	% 9.8	% 6.0	% 7.0
UNDERUTILIZATION:	%	7.0	% NONE	% NONE	% NONE	% NONE	% 6.5
	#	25.4	# 0.0	# 0.0	# 0.0	# 0.0	# 23.6
	UU	25	UU 0	UU 0	UU 0	UU 0	UU 24

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

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

FALL, 2016

Affirmative Action Unit:

Area, Ethnic, Cultural, Gender Area, Ethnic, Cultural, Gender, and Group Studies

Constituent Departments:

Africana Studies
Latin American & Latina/O Studies

Job Group:

Professorial

Job Titles:

Professor
Associate Professor
Assistant Professor

FACTORS

Factor 1

SOURCES

EDC- Ph.D. 2011 - 12* - 4States (CT, NY, NJ, PA) and US Non-4ST.

WEIGHT

1.0

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

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

Area, Ethnic, Cultural, Gender, and Group Studies

Female

66.1

****Total
Minority**
45.4%

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

12.4

**Black or
African
American**

17.3

**Hispanic
or Latino**

11.2

**Individuals
with
Disabilities**

7.0

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **John Jay College of Criminal Justice**

Semester/Year: **FALL, 2016**

AFFIRMATIVE ACTION UNIT:

Area, Ethnic, Cultural, Gender, and Group Studies

CONSTITUENT DEPARTMENTS:

Africana Studies

Latin American & Latina/O St

EEO CATEGORY:

PROFESSIONAL: PROFESSORIAL

Job Titles:

Professor

Associate Professor

Assistant Professor

JOB GROUP:

PROFESSIONAL

FACTORS:

Weighting

Females

**Total
Minority

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

Black or
African
American

Hispanic
or Latino

Individuals
with
Disabilities

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

1.00

66.1

45.4

12.4

17.3

11.2

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

GROUP TOTAL NO.:

15

No. Male:

7

No. Female:

8

Females

**Total
Minority

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

Black or
African
American

Hispanic
or Latino

Individuals
with
Disabilities

CURRENT UTILIZATION:

8

12

0

3

9

0

% 53.3

% 80.0

% 0.0

% 20.0

% 60.0

% 0.0

OVERALL AVAILABILITY:

% 66.1

% 45.4

% 12.4

% 17.3

% 11.2

% 7.0

UNDERUTILIZATION:

% 12.8

% NONE

% 12.4

% NONE

% NONE

% 7.0

1.9

0.0

1.9

0.0

0.0

1.1

UU 2

UU 0

UU 2

UU 0

UU 0

UU 1

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

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

FALL, 2016

Affirmative Action Unit:

Area, Ethnic, Cultural, Gender Area, Ethnic, Cultural, Gender, and Group Studies

Constituent Departments:

Africana Studies

Job Group:

Professorial

Job Titles:

**Professor
Associate Professor
Assistant Professor**

FACTORS

Factor 1

SOURCES

EDC- Ph.D. 2011 - 12* - 4States (CT, NY, NJ, PA) and US Non-4ST.

WEIGHT

1.0

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

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

Area, Ethnic, Cultural, Gender, and Group Studies

Female

****Total
Minority**

45.4%

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

12.4

**Black or
African
American**

17.3

**Hispanic
or Latino**

11.2

**Individuals
with
Disabilities**

7.0

66.1

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **John Jay College of Criminal Justice**

Semester/Year: **FALL, 2016**

AFFIRMATIVE ACTION UNIT:

Area, Ethnic, Cultural, Gender, and Group Studies

CONSTITUENT DEPARTMENTS:

Africana Studies

EEO CATEGORY:

PROFESSIONAL: PROFESSORIAL

Job Titles:

Professor
Associate Professor
Assistant Professor

JOB GROUP:

PROFESSORIAL

FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	66.1	45.4	12.4	17.3	11.2	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: 6							
No. Male: 2	No. Female: 4						
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:		# 4	# 3	# 0	# 3	# 0	# 0
		% 66.7	% 50.0	% 0.0	% 50.0	% 0.0	% 0.0
OVERALL AVAILABILITY:		% 66.1	% 45.4	% 12.4	% 17.3	% 11.2	% 7.0
UNDERUTILIZATION:		% NONE	% NONE	% 12.4	% NONE	% 11.2	% 7.0
		# 0.0	# 0.0	# 0.7	# 0.0	# 0.7	# 0.4
		UU 0	UU 0	UU 1	UU 0	UU 1	UU 0

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

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

FALL, 2016

Affirmative Action Unit:

Area, Ethnic, Cultural, Gender Area, Ethnic, Cultural, Gender, and Group St

Constituent Departments:

Latin American & Latina/O St

Job Group:

Professorial

Job Titles:

Professor
Associate Professor
Assistant Professor

FACTORS

Factor 1

SOURCES

EDC- Ph.D. 2011 - 12* - 4States (CT, NY, NJ, PA) and US
Non-4ST.

WEIGHT

1.0

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

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

Area, Ethnic, Cultural, Gender, and Group Studies

Female

66.1

****Total
Minority**

45.4%

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

12.4

Black or
African
American

17.3

Hispanic
or Latino

11.2

Individuals
with
Disabilities

7.0

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **John Jay College of Criminal Justice**

Semester/Year: **FALL, 2016**

AFFIRMATIVE ACTION UNIT:

Area, Ethnic, Cultural, Gender, and Group Studies

CONSTITUENT DEPARTMENTS:

Latin American & Latina/O St

EEO CATEGORY:

PROFESSIONAL: PROFESSORIAL

Job Titles:

Professor
Associate Professor
Assistant Professor

JOB GROUP:

PROFESSORIAL

FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	66.1	45.4	12.4	17.3	11.2	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: 9							
No. Male: 5	No. Female: 4						
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:		# 4	# 9	# 0	# 0	# 9	# 0
		% 44.4	% 100.0	% 0.0	% 0.0	% 100.0	% 0.0
OVERALL AVAILABILITY:		% 66.1	% 45.4	% 12.4	% 17.3	% 11.2	% 7.0
UNDERUTILIZATION:		% 21.7	% NONE	% 12.4	% 17.3	% NONE	% 7.0
		# 1.9	# 0.0	# 1.1	# 1.6	# 0.0	# 0.6
		UU 2	UU 0	UU 1	UU 2	UU 0	UU 1

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

FACTOR / SOURCE SHEET - PROFESSIONAL: PROFESSORIAL

FALL, 2016

Affirmative Action Unit:

Business

Constituent Departments:

Economics

Job Group:

Professorial

Job Titles:

**Professor
Associate Professor
Assistant Professor**

FACTORS

Factor 1

SOURCES

EDC- Ph.D. 2011 - 12* - 4States (CT, NY, NJ, PA) and US Non-4ST.

WEIGHT

1.0

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

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

Business

Female

**Total
Minority

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

Black or
African
American

Hispanic
or Latino

Individuals
with
Disabilities

44.9

35.5

9.7

20.1

4.2

7.0

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **John Jay College of Criminal Justice**

Semester/Year: **FALL, 2016**

AFFIRMATIVE ACTION UNIT:

Business

CONSTITUENT DEPARTMENTS:

Economics

EEO CATEGORY:

PROFESSIONAL: PROFESSORIAL

Job Titles:

Professor
Associate Professor
Assistant Professor

JOB GROUP:

PROFESSORIAL

FACTORS:

Weighting

Females

**Total
Minority

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

Black or
African
American

Hispanic
or Latino

Individuals
with
Disabilities

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

1.00

44.9

35.5

9.7

20.1

4.2

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

GROUP TOTAL NO.:

8

No. Male:

5

No. Female:

3

Females

**Total
Minority

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

Black or
African
American

Hispanic
or Latino

Individuals
with
Disabilities

CURRENT UTILIZATION:

#

3

#

2

#

0

#

1

#

1

#

0

%

37.5

%

25.0

%

0.0

%

12.5

%

12.5

%

0.0

OVERALL AVAILABILITY:

%

44.9

%

35.5

%

9.7

%

20.1

%

4.2

%

7.0

UNDERUTILIZATION:

%

7.4

%

10.5

%

9.7

%

7.6

%

NONE

%

7.0

#

0.6

#

0.8

#

0.8

#

0.6

#

0.0

#

0.6

UU

1

UU

1

UU

1

UU

1

UU

0

UU

1

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

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

FALL, 2016

Affirmative Action Unit:

Communication, Journalism, and Related Programs

Constituent Departments:

Communications

Job Group:

Professorial

Job Titles:

**Associate Professor
Assistant Professor**

FACTORS

Factor 1

SOURCES

EDC- Ph.D. 2011 - 12* - 4States (CT, NY, NJ, PA) and US Non-4ST.

WEIGHT

1.0

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

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

Communication, Journalism, and Related Programs

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

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **John Jay College of Criminal Justice**

Semester/Year: **FALL, 2016**

AFFIRMATIVE ACTION UNIT:

Communication, Journalism, and Related Programs

CONSTITUENT DEPARTMENTS:

Communications

EEO CATEGORY:

PROFESSIONAL: PROFESSORIAL

Job Titles:

Associate Professor
Assistant Professor

JOB GROUP:

PROFESSORIAL

FACTORS:

Weighting

Females

**Total
Minority

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

Black or
African
American

Hispanic
or Latino

Individuals
with
Disabilities

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

1.00

58.2

20.9

6.4

6.9

5.3

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

GROUP TOTAL NO.:

8

No. Male:

3

No. Female:

5

Females

**Total
Minority

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

Black or
African
American

Hispanic
or Latino

Individuals
with
Disabilities

CURRENT UTILIZATION:

#

5

#

1

#

0

#

0

#

1

#

1

%

62.5

%

12.5

%

0.0

%

0.0

%

12.5

%

12.5

OVERALL AVAILABILITY:

%

58.2

%

20.9

%

6.4

%

6.9

%

5.3

%

7.0

UNDERUTILIZATION:

%

NONE

%

8.4

%

6.4

%

6.9

%

NONE

%

NONE

#

0.0

#

0.7

#

0.5

#

0.6

#

0.0

#

0.0

UU

0

UU

1

UU

1

UU

1

UU

0

UU

0

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

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

FALL, 2016

Affirmative Action Unit:

Education

Constituent Departments:

Counseling

SEEK

Pr Provo

Job Group:

Professorial

Job Titles:

Professor

Associate Professor

Assistant Professor

Research Professor

FACTORS

Factor 1

SOURCES

EDC- Ph.D. 2011 - 12* - 4States (CT, NY, NJ, PA) and US Non-4ST.

WEIGHT

1.0

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

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

Education

Female

****Total
Minority**

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

**Black or
African
American**

**Hispanic
or Latino**

**Individuals
with
Disabilities**

67.9

31.7

4.0

19.4

6.8

7.0

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **John Jay College of Criminal Justice**

Semester/Year: **FALL, 2016**

AFFIRMATIVE ACTION UNIT:

Education

CONSTITUENT DEPARTMENTS:

Counseling

SEEK

Provost and Grant/ Research Admin

EEO CATEGORY:

PROFESSIONAL: PROFESSORIAL

Job Titles:

Professor

Associate Professor

Assistant Professor

Research Professor

JOB GROUP:

PROFESSORIAL

FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	67.9	31.7	4.0	19.4	6.8	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: 11							
No. Male: 4	No. Female: 7						
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:		# 7	# 7	# 0	# 3	# 4	# 0
		% 63.6	% 63.6	% 0.0	% 27.3	% 36.4	% 0.0
OVERALL AVAILABILITY:		% 67.9	% 31.7	% 4.0	% 19.4	% 6.8	% 7.0
UNDERUTILIZATION:		% 4.3	% NONE	% 4.0	% NONE	% NONE	% 7.0
		# 0.5	# 0.0	# 0.4	# 0.0	# 0.0	# 0.8
		UU 1	UU 0	UU 0	UU 0	UU 0	UU 1

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

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

FALL, 2016

Affirmative Action Unit:

Education

Constituent Departments:

Counseling

Job Group:

Professorial

Job Titles:

**Professor
Associate Professor
Assistant Professor**

FACTORS

Factor 1

SOURCES

EDC- Ph.D. 2011 - 12* - 4States (CT, NY, NJ, PA) and US Non-4ST.

WEIGHT

1.0

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

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

Education

Female

****Total
Minority**

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

**Black or
African
American**

**Hispanic
or Latino**

**Individuals
with
Disabilities**

67.9

31.7

4.0

19.4

6.8

7.0

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **John Jay College of Criminal Justice**

Semester/Year: **FALL, 2016**

AFFIRMATIVE ACTION UNIT:

Education

CONSTITUENT DEPARTMENTS:

Counseling

EEO CATEGORY:

PROFESSIONAL: PROFESSORIAL

Job Titles:

Professor
Associate Professor
Assistant Professor

JOB GROUP:

PROFESSORIAL

FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	67.9	31.7	4.0	19.4	6.8	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: 5							
No. Male: 2	No. Female: 3						
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:		# 3	# 3	# 0	# 1	# 2	# 0
		% 60.0	% 60.0	% 0.0	% 20.0	% 40.0	% 0.0
OVERALL AVAILABILITY:		% 67.9	% 31.7	% 4.0	% 19.4	% 6.8	% 7.0
UNDERUTILIZATION:		% 7.9	% NONE	% 4.0	% NONE	% NONE	% 7.0
		# 0.4	# 0.0	# 0.2	# 0.0	# 0.0	# 0.4
		UU 0	UU 0	UU 0	UU 0	UU 0	UU 0

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

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

FALL, 2016

Affirmative Action Unit:

Education

Constituent Departments:

SEEK

Job Group:

Professorial

Job Titles:

**Professor
Associate Professor
Assistant Professor**

FACTORS

SOURCES

WEIGHT

Factor 1

EDC- Ph.D. 2011 - 12* - 4States (CT, NY, NJ, PA) and US Non-4ST.

1.0

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

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

Education

Female

**Total
Minority

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

Black or
African
American

Hispanic
or Latino

Individuals
with
Disabilities

67.9

31.7

4.0

19.4

6.8

7.0

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **John Jay College of Criminal Justice**

Semester/Year: **FALL, 2016**

AFFIRMATIVE ACTION UNIT:

Education

CONSTITUENT DEPARTMENTS:

SEEK

EEO CATEGORY:

PROFESSIONAL: PROFESSORIAL

Job Titles:

Professor
Associate Professor
Assistant Professor

JOB GROUP:

PROFESSORIAL

FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	67.9	31.7	4.0	19.4	6.8	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: 4		If Group Total is 4 or less, then Job Group is too small to analyze					
No. Male: 0	No. Female: 4						
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:	#	4	4	0	2	2	0
	%	100.0	100.0	0.0	50.0	50.0	0.0
OVERALL AVAILABILITY:							
	%	67.9	31.7	4.0	19.4	6.8	7.0
UNDERUTILIZATION:	%	NONE	NONE	4.0	NONE	NONE	7.0
	#	0.0	0.0	0.2	0.0	0.0	0.3
	UU	0	0	0	0	0	0

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

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

FALL, 2016

Affirmative Action Unit:

Education

Constituent Departments:

Provost and Grant/Research Admin

Job Group:

Professorial

Job Titles:

Research Professor

FACTORS

SOURCES

WEIGHT

Factor 1

EDC- Ph.D. 2011 - 12* - 4States (CT, NY, NJ, PA) and US Non-4ST.

1.0

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

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

Education

Female

**Total
Minority

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

Black or
African
American

Hispanic
or Latino

Individuals
with
Disabilities

67.9

31.7

4.0

19.4

6.8

7.0

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **John Jay College of Criminal Justice**

Semester/Year: **FALL, 2016**

AFFIRMATIVE ACTION UNIT:

Education

CONSTITUENT DEPARTMENTS:

Provost and Grant/Research Admin

EEO CATEGORY:

PROFESSIONAL: PROFESSORIAL

Job Titles:

Research Professor

JOB GROUP:

PROFESSIONAL

FACTORS:

Weighting

Females

**Total
Minority

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

Black or
African
American

Hispanic
or Latino

Individuals
with
Disabilities

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

1.00

67.9

31.7

4.0

19.4

6.8

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

GROUP TOTAL NO.:

2

If Group Total is 4 or less, then Job Group is too small to analyze

No. Male:

2

No. Female:

0

Females

**Total
Minority

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

Black or
African
American

Hispanic
or Latino

Individuals
with
Disabilities

CURRENT UTILIZATION:

#

0

#

0

#

0

#

0

#

0

#

0

%

0.0

%

0.0

%

0.0

%

0.0

%

0.0

%

0.0

OVERALL AVAILABILITY:

%

67.9

%

31.7

%

4.0

%

19.4

%

6.8

%

7.0

UNDERUTILIZATION:

%

67.9

%

31.7

%

4.0

%

19.4

%

6.8

%

7.0

#

1.4

#

0.6

#

0.1

#

0.4

#

0.1

#

0.1

UU

1

UU

1

UU

0

UU

0

UU

0

UU

0

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

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

FALL, 2016

Affirmative Action Unit:

English

Constituent Departments:

English

Job Group:

Professorial

Job Titles:

**Professor
Associate Professor
Assistant Professor**

FACTORS

Factor 1

SOURCES

EDC- Ph.D. 2011 - 12* - 4States (CT, NY, NJ, PA) and US Non-4ST.

WEIGHT

1.0

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

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

English

Female

****Total
Minority**

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

**Black or
African
American**

**Hispanic
or Latino**

**Individuals
with
Disabilities**

61.1

15.9

3.8

5.0

5.5

7.0

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **John Jay College of Criminal Justice**

Semester/Year: **FALL, 2016**

AFFIRMATIVE ACTION UNIT:

English

CONSTITUENT DEPARTMENTS:

English

EEO CATEGORY:

PROFESSIONAL: PROFESSORIAL

Job Titles:

Professor
Associate Professor
Assistant Professor

JOB GROUP:

PROFESSORIAL

FACTORS:

Weighting

Females

**Total
Minority

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

Black or
African
American

Hispanic
or Latino

Individuals
with
Disabilities

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

1.00

61.1

15.9

3.8

5.0

5.5

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

GROUP TOTAL NO.:

39

No. Male:

18

No. Female:

21

Females

**Total
Minority

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

Black or
African
American

Hispanic
or Latino

Individuals
with
Disabilities

CURRENT UTILIZATION:

#

21

#

7

#

2

#

3

#

2

#

1

%

53.8

%

17.9

%

5.1

%

7.7

%

5.1

%

2.6

OVERALL AVAILABILITY:

%

61.1

%

15.9

%

3.8

%

5.0

%

5.5

%

7.0

UNDERUTILIZATION:

%

7.3

%

NONE

%

NONE

%

NONE

%

0.4

%

4.4

#

2.8

#

0.0

#

0.0

#

0.0

#

0.1

#

1.7

UU

3

UU

0

UU

0

UU

0

UU

0

UU

2

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

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

FALL, 2016

Affirmative Action Unit:

Fitness Studies

Constituent Departments:

Physical Education

Job Group:

Professorial

Job Titles:

Professor

FACTORS

SOURCES

WEIGHT

Factor 1

EDC- Ph.D. 2011 - 12* - 4States (CT, NY, NJ, PA) and US Non-4ST.

1.0

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

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

Fitness Studies

Female

**Total
Minority

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

Black or
African
American

Hispanic
or Latino

Individuals
with
Disabilities

43.8

16.9

3.2

8.3

4.2

7.0

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **John Jay College of Criminal Justice**

Semester/Year: **FALL, 2016**

AFFIRMATIVE ACTION UNIT:

Fitness Studies

CONSTITUENT DEPARTMENTS:

Physical Education

EEO CATEGORY:

PROFESSIONAL: PROFESSORIAL

Job Titles:

Professor

JOB GROUP:

PROFESSORIAL

FACTORS:

Weighting

Females

**Total
Minority

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

Black or
African
American

Hispanic
or Latino

Individuals
with
Disabilities

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

1.00

43.8

16.9

3.2

8.3

4.2

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

GROUP TOTAL NO.:

3

If Group Total is 4 or less, then Job Group is too small to analyze

No. Male: **1**

No. Female: **2**

Females

**Total
Minority

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

Black or
African
American

Hispanic
or Latino

Individuals
with
Disabilities

CURRENT UTILIZATION:

2

1

0

1

0

0

% **66.7**

% **33.3**

% **0.0**

% **33.3**

% **0.0**

% **0.0**

OVERALL AVAILABILITY:

% **43.8**

% **16.9**

% **3.2**

% **8.3**

% **4.2**

% **7.0**

UNDERUTILIZATION:

% **NONE**

% **NONE**

% **3.2**

% **NONE**

% **4.2**

% **7.0**

0.0

0.0

0.1

0.0

0.1

0.2

UU **0**

UU **0**

UU **0**

UU **0**

UU **0**

UU **0**

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

FACTOR / SOURCE SHEET - PROFESSIONAL: PROFESSORIAL

FALL, 2016

Affirmative Action Unit:

Foreign Languages

Constituent Departments:

Modern Lang & Literature

Job Group:

Professorial

Job Titles:

**Professor
Associate Professor**

FACTORS

Factor 1

SOURCES

EDC- Ph.D. 2011 - 12* - 4States (CT, NY, NJ, PA) and US Non-4ST.

WEIGHT

1.0

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

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

FOREIGN LANGUAGES

Female

****Total
Minority**

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

**Black or
African
American**

**Hispanic
or Latino**

**Individuals
with
Disabilities**

61.0

24.6

7.2

2.0

13.7

7.0

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **John Jay College of Criminal Justice**

Semester/Year: **FALL, 2016**

AFFIRMATIVE ACTION UNIT:

Foreign Languages

CONSTITUENT DEPARTMENTS:

Modern Lang & Literature

EEO CATEGORY:

PROFESSIONAL: PROFESSORIAL

Job Titles:

Professor
Associate Professor

JOB GROUP:

PROFESSORIAL

FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	61.0	24.6	7.2	2.0	13.7	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: 4	If Group Total is 4 or less, then Job Group is too small to analyze						
No. Male: 0 No. Female: 4							
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:	#	4	# 3	# 0	# 0	# 3	# 0
	%	100.0	% 75.0	% 0.0	% 0.0	% 75.0	% 0.0
OVERALL AVAILABILITY:	%	61.0	% 24.6	% 7.2	% 2.0	% 13.7	% 7.0
UNDERUTILIZATION:	%	NONE	% NONE	% 7.2	% 2.0	% NONE	% 7.0
	#	0.0	# 0.0	# 0.3	# 0.1	# 0.0	# 0.3
	UU	0	UU 0	UU 0	UU 0	UU 0	UU 0

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

FACTOR / SOURCE SHEET - PROFESSIONAL: PROFESSORIAL

FALL, 2016

Affirmative Action Unit:

History

Constituent Departments:

History

Job Group:

Professorial

Job Titles:

**Distinguished Professor
Professor
Associate Professor
Assistant Professor**

FACTORS

Factor 1

SOURCES

EDC- Ph.D. 2011 - 12* - 4States (CT, NY, NJ, PA) and US Non-4ST.

WEIGHT

1.0

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

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

History

Female

****Total
Minority**

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

**Black or
African
American**

**Hispanic
or Latino**

**Individuals
with
Disabilities**

45.3

17.8

3.7

7.7

5.0

7.0

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **John Jay College of Criminal Justice**

Semester/Year: **FALL, 2016**

AFFIRMATIVE ACTION UNIT:

History

CONSTITUENT DEPARTMENTS:

History

EEO CATEGORY:

PROFESSIONAL: PROFESSORIAL

Job Titles:

Distinguished Professor
Associate Professor
Assistant Professor

Professor

JOB GROUP:

PROFESSORIAL

FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	45.3	17.8	3.7	7.7	5.0	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: 18							
No. Male: 11	No. Female: 7						
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:		# 7	# 3	# 1	# 1	# 1	# 0
		% 38.9	% 16.7	% 5.6	% 5.6	% 5.6	% 0.0
OVERALL AVAILABILITY:							
		% 45.3	% 17.8	% 3.7	% 7.7	% 5.0	% 7.0
UNDERUTILIZATION:		% 6.4	% 1.1	% NONE	% 2.1	% NONE	% 7.0
		# 1.2	# 0.2	# 0.0	# 0.4	# 0.0	# 1.3
		UU 1	UU 0	UU 0	UU 0	UU 0	UU 1

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

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

FALL, 2016

Affirmative Action Unit:

Law Enforcement

Constituent Departments:

**Law and Police Science
Security, Fire and Emergency**

Job Group:

Professorial

Job Titles:

**Professor
Associate Professor
Assistant Professor**

FACTORS

Factor 1

SOURCES

EDC- Ph.D. 2011 - 12* - 4States (CT, NY, NJ, PA) and US Non-4ST.

WEIGHT

1.0

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

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

Law Enforcement

Female

****Total
Minority**

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

**Black or
African
American**

**Hispanic
or Latino**

**Individuals
with
Disabilities**

46.2

18.1

1.2

7.8

6.5

7.0

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **John Jay College of Criminal Justice**

Semester/Year: **FALL, 2016**

AFFIRMATIVE ACTION UNIT:

Law Enforcement

CONSTITUENT DEPARTMENTS:

Law and Police Science

Security, Fire and Emergency

EEO CATEGORY:

PROFESSIONAL: PROFESSORIAL

Job Titles:

Professor

Associate Professor

Assistant Professor

JOB GROUP:

PROFESSORIAL

FACTORS:

Weighting

Females

**Total
Minority

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

Black or
African
American

Hispanic
or Latino

Individuals
with
Disabilities

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

1.00

46.2

18.1

1.2

7.8

6.5

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

GROUP TOTAL NO.:

31

No. Male: 19

No. Female: 12

Females

**Total
Minority

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

Black or
African
American

Hispanic
or Latino

Individuals
with
Disabilities

CURRENT UTILIZATION:

12

9

1

5

3

1

% 38.7

% 29.0

% 3.2

% 16.1

% 9.7

% 3.2

OVERALL AVAILABILITY:

% 46.2

% 18.1

% 1.2

% 7.8

% 6.5

% 7.0

UNDERUTILIZATION:

% 7.5

% NONE

% NONE

% NONE

% NONE

% 3.8

2.3

0.0

0.0

0.0

0.0

1.2

UU 2

UU 0

UU 0

UU 0

UU 0

UU 1

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

FACTOR / SOURCE SHEET - PROFESSIONAL: PROFESSORIAL

FALL, 2016

Affirmative Action Unit:

Law Enforcement

Constituent Departments:

Law and Police Science

Job Group:

Professorial

Job Titles:

**Professor
Associate Professor
Assistant Professor**

FACTORS

Factor 1

SOURCES

EDC- Ph.D. 2011 - 12* - 4States (CT, NY, NJ, PA) and US Non-4ST.

WEIGHT

1.0

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

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

Law Enforcement

Female

**Total
Minority

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

Black or
African
American

Hispanic
or Latino

Individuals
with
Disabilities

46.2

18.1

1.2

7.8

6.5

7.0

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **John Jay College of Criminal Justice**

Semester/Year: **FALL, 2016**

AFFIRMATIVE ACTION UNIT:

Law Enforcement

CONSTITUENT DEPARTMENTS:

Law and Police Science

EEO CATEGORY:

PROFESSIONAL: PROFESSORIAL

Job Titles:

Professor
Associate Professor
Assistant Professor

JOB GROUP:

PROFESSORIAL

FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	46.2	18.1	1.2	7.8	6.5	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: 23							
No. Male: 14	No. Female: 9						
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:		# 9	# 8	# 1	# 4	# 3	# 0
		% 39.1	% 34.8	% 4.3	% 17.4	% 13.0	% 0.0
OVERALL AVAILABILITY:		% 46.2	% 18.1	% 1.2	% 7.8	% 6.5	% 7.0
UNDERUTILIZATION:		% 7.1	% NONE	% NONE	% NONE	% NONE	% 7.0
		# 1.6	# 0.0	# 0.0	# 0.0	# 0.0	# 1.6
		UU 2	UU 0	UU 0	UU 0	UU 0	UU 2

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

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

FALL, 2016

Affirmative Action Unit:

Law Enforcement

Constituent Departments:

Security, Fire and Emergency

Job Group:

Professorial

Job Titles:

**Professor
Associate Professor
Assistant Professor**

FACTORS

Factor 1

SOURCES

EDC- Ph.D. 2011 - 12* - 4States (CT, NY, NJ, PA) and US Non-4ST.

WEIGHT

1.0

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

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

Law Enforcement

Female

****Total
Minority**

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

**Black or
African
American**

**Hispanic
or Latino**

**Individuals
with
Disabilities**

46.2

18.1

1.2

7.8

6.5

7.0

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **John Jay College of Criminal Justice**

Semester/Year: **FALL, 2016**

AFFIRMATIVE ACTION UNIT:

Law Enforcement

CONSTITUENT DEPARTMENTS:

Security, Fire and Emergency

EEO CATEGORY:

PROFESSIONAL: PROFESSORIAL

Job Titles:

Professor
Associate Professor
Assistant Professor

JOB GROUP:

PROFESSORIAL

FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	46.2	18.1	1.2	7.8	6.5	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: 8							
No. Male: 5	No. Female: 3						
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:	#	3	# 1	# 0	# 1	# 0	# 1
	%	37.5	% 12.5	% 0.0	% 12.5	% 0.0	% 12.5
OVERALL AVAILABILITY:	%	46.2	% 18.1	% 1.2	% 7.8	% 6.5	% 7.0
UNDERUTILIZATION:	%	8.7	% 5.6	% 1.2	% NONE	% 6.5	% NONE
	#	0.7	# 0.4	# 0.1	# 0.0	# 0.5	# 0.0
	UU	1	UU 0	UU 0	UU 0	UU 1	UU 0

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

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

FALL, 2016

Affirmative Action Unit:

Legal Studies

Constituent Departments:

Criminal Justice and PHD

Job Group:

Professorial

Job Titles:

**Professor
Associate Professor
Assistant Professor**

FACTORS

Factor 1

SOURCES

EDC- Ph.D. 2011 - 12* - 4States (CT, NY, NJ, PA) and US Non-4ST.

WEIGHT

1.0

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

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

Legal Studies

Female

61.1

****Total
Minority**

38.3

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

8.8

**Black or
African
American**

18.1

**Hispanic
or Latino**

4.9

**Individuals
with
Disabilities**

7.0

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **John Jay College of Criminal Justice**

Semester/Year: **FALL, 2016**

AFFIRMATIVE ACTION UNIT:

Legal Studies

CONSTITUENT DEPARTMENTS:

Criminal Justice and PHD

EEO CATEGORY:

PROFESSIONAL: PROFESSORIAL

Job Titles:

Professor
Associate Professor
Assistant Professor

JOB GROUP:

PROFESSORIAL

FACTORS:

Weighting

Females

**Total
Minority

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

Black or
African
American

Hispanic
or Latino

Individuals
with
Disabilities

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

1.00

61.1

38.3

8.8

18.1

4.9

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

GROUP TOTAL NO.:

19

No. Male: 13

No. Female: 6

Females

**Total
Minority

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

Black or
African
American

Hispanic
or Latino

Individuals
with
Disabilities

CURRENT UTILIZATION:

#

6

#

6

#

4

#

1

#

1

#

0

%

31.6

%

31.6

%

21.1

%

5.3

%

5.3

%

0.0

OVERALL AVAILABILITY:

%

61.1

%

38.3

%

8.8

%

18.1

%

4.9

%

7.0

UNDERUTILIZATION:

%

29.5

%

6.7

%

NONE

%

12.8

%

NONE

%

7.0

#

5.6

#

1.3

#

0.0

#

2.4

#

0.0

#

1.3

UU

6

UU

1

UU

0

UU

2

UU

0

UU

1

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

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

FALL, 2016

Affirmative Action Unit:

Library Science

Constituent Departments:

Library

Job Group:

Professorial

Job Titles:

**Professor
Associate Professor
Assistant Professor**

FACTORS

SOURCES

WEIGHT

Factor 1

EDC- Ph.D. 2011 - 12* - 4States (CT, NY, NJ, PA) and US Non-4ST.

1.0

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

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

Library Science

Female

****Total
Minority**

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

**Black or
African
American**

**Hispanic
or Latino**

**Individuals
with
Disabilities**

55.6

19.7

15.1

0.0

1.8

7.0

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **John Jay College of Criminal Justice**

Semester/Year: **FALL, 2016**

AFFIRMATIVE ACTION UNIT:

Library Science

CONSTITUENT DEPARTMENTS:

Library

EEO CATEGORY:

PROFESSIONAL: PROFESSORIAL

Job Titles:

Professor
Associate Professor
Assistant Professor

JOB GROUP:

PROFESSORIAL

FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	55.6	19.7	15.1	0.0	1.8	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: 11							
No. Male: 1	No. Female: 10						
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:		# 10	# 1	# 1	# 0	# 0	# 0
		% 90.9	% 9.1	% 9.1	% 0.0	% 0.0	% 0.0
OVERALL AVAILABILITY:		% 55.6	% 19.7	% 15.1	% 0.0	% 1.8	% 7.0
UNDERUTILIZATION:		% NONE	% 10.6	% 6.0	% 0.0	% 1.8	% 7.0
		# 0.0	# 1.2	# 0.7	# 0.0	# 0.2	# 0.8
		UU 0	UU 1	UU 1	UU 0	UU 0	UU 1

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

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

FALL, 2016

Affirmative Action Unit:

Mathematics

Constituent Departments:

Mathematics and Computer Science

Job Group:

Professorial

Job Titles:

**Professor
Associate Professor
Assistant Professor**

FACTORS

SOURCES

WEIGHT

Factor 1

EDC- Ph.D. 2011 - 12* - 4States (CT, NY, NJ, PA) and US Non-4ST.

1.0

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

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

Mathematics

Female

****Total
Minority**

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

**Black or
African
American**

**Hispanic
or Latino**

**Individuals
with
Disabilities**

26.8

18.1

9.4

2.7

4.9

7.0

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **John Jay College of Criminal Justice**

Semester/Year: **FALL, 2016**

AFFIRMATIVE ACTION UNIT:

Mathematics

CONSTITUENT DEPARTMENTS:

Mathematics and Computer Science

EEO CATEGORY:

PROFESSIONAL: PROFESSORIAL

Job Titles:

Professor
Associate Professor
Assistant Professor

JOB GROUP:

PROFESSIONAL

FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	26.8	18.1	9.4	2.7	4.9	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: 19							
No. Male: 16	No. Female: 3						
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:	#	3	# 8	# 7	# 1	# 0	# 0
	%	15.8	% 42.1	% 36.8	% 5.3	% 0.0	% 0.0
OVERALL AVAILABILITY:	%	26.8	% 18.1	% 9.4	% 2.7	% 4.9	% 7.0
UNDERUTILIZATION:	%	11.0	% NONE	% NONE	% NONE	% 4.9	% 7.0
	#	2.1	# 0.0	# 0.0	# 0.0	# 0.9	# 1.3
	UU	2	UU 0	UU 0	UU 0	UU 1	UU 1

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

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

FALL, 2016

Affirmative Action Unit: **Multi/Interdisciplinary Studies**

Constituent Departments: **Interdisciplinary Studies**

Job Group: **Professorial**

Job Titles:
Distinguished Professor
Professor
Associate Professor
Assistant Professor

FACTORS

Factor 1

SOURCES

EDC- Ph.D. 2011 - 12* - 4States (CT, NY, NJ, PA) and US Non-4ST.

WEIGHT

1.0

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

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

Multi/Interdisciplinary Studies

Female

****Total
Minority**

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

**Black or
African
American**

**Hispanic
or Latino**

**Individuals
with
Disabilities**

64.0

25.6

6.3

10.8

6.5

7.0

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **John Jay College of Criminal Justice**

Semester/Year: **FALL, 2016**

AFFIRMATIVE ACTION UNIT:

Multi/Interdisciplinary Studies

CONSTITUENT DEPARTMENTS:

Interdisciplinary Studies

EEO CATEGORY:

PROFESSIONAL: PROFESSORIAL

Job Titles:

Distinguished Professor
Professor
Associate Professor
Assistant Professor

JOB GROUP:

PROFESSORIAL

FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	64.0	25.6	6.3	10.8	6.5	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: 8							
No. Male: 4	No. Female: 4						
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:		# 4	# 0	# 0	# 0	# 0	# 0
		% 50.0	% 0.0	% 0.0	% 0.0	% 0.0	% 0.0
OVERALL AVAILABILITY:		% 64.0	% 25.6	% 6.3	% 10.8	% 6.5	% 7.0
UNDERUTILIZATION:		% 14.0	% 25.6	% 6.3	% 10.8	% 6.5	% 7.0
		# 1.1	# 2.0	# 0.5	# 0.9	# 0.5	# 0.6
		UU 1	UU 2	UU 1	UU 1	UU 1	UU 1

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

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

FALL, 2016

Affirmative Action Unit:

Philosophy

Constituent Departments:

Philosophy

Job Group:

Professorial

Job Titles:

**Professor
Associate Professor
Assistant Professor**

FACTORS

SOURCES

WEIGHT

Factor 1

EDC- Ph.D. 2011 - 12* - 4States (CT, NY, NJ, PA) and US Non-4ST.

1.0

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

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

Philosophy

Female

****Total
Minority**

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

**Black or
African
American**

**Hispanic
or Latino**

**Individuals
with
Disabilities**

29.7

16.4

5.1

5.4

4.1

7.0

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **John Jay College of Criminal Justice**

Semester/Year: **FALL, 2016**

AFFIRMATIVE ACTION UNIT:

Philosophy

CONSTITUENT DEPARTMENTS:

Philosophy

EEO CATEGORY:

PROFESSIONAL: PROFESSORIAL

Job Titles:

Professor
Associate Professor
Assistant Professor

JOB GROUP:

PROFESSORIAL

FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	29.7	16.4	5.1	5.4	4.1	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: 12							
No. Male: 8	No. Female: 4						
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:	#	4	# 4	# 1	# 2	# 1	# 1
	%	33.3	% 33.3	% 8.3	% 16.7	% 8.3	% 8.3
OVERALL AVAILABILITY:	%	29.7	% 16.4	% 5.1	% 5.4	% 4.1	% 7.0
UNDERUTILIZATION:	%	NONE	% NONE	% NONE	% NONE	% NONE	% NONE
	#	0.0	# 0.0	# 0.0	# 0.0	# 0.0	# 0.0
	UU	0	UU 0	UU 0	UU 0	UU 0	UU 0

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

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

FALL, 2016

Affirmative Action Unit:

Physical Sciences

Constituent Departments:

Science

Job Group:

Professorial

Job Titles:

**Professor
Associate Professor
Assistant Professor**

FACTORS

Factor 1

SOURCES

EDC- Ph.D. 2011 - 12* - 4States (CT, NY, NJ, PA) and US Non-4ST.

WEIGHT

1.0

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

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

Physical Sciences

Female

****Total
Minority**

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

**Black or
African
American**

**Hispanic
or Latino**

**Individuals
with
Disabilities**

33.4

18.5

8.9

3.3

4.8

7.0

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **John Jay College of Criminal Justice**

Semester/Year: **FALL, 2016**

AFFIRMATIVE ACTION UNIT:

Physical Sciences

CONSTITUENT DEPARTMENTS:

Science

EEO CATEGORY:

PROFESSIONAL: PROFESSORIAL

Job Titles:

Professor
Associate Professor
Assistant Professor

JOB GROUP:

PROFESSORIAL

FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	33.4	18.5	8.9	3.3	4.8	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: 21							
No. Male: 11	No. Female: 10						
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:	#	10	# 8	# 4	# 2	# 2	# 2
	%	47.6	% 38.1	% 19.0	% 9.5	% 9.5	% 9.5
OVERALL AVAILABILITY:	%	33.4	% 18.5	% 8.9	% 3.3	% 4.8	% 7.0
UNDERUTILIZATION:	%	NONE	% NONE	% NONE	% NONE	% NONE	% NONE
	#	0.0	# 0.0	# 0.0	# 0.0	# 0.0	# 0.0
	UU	0	UU 0	UU 0	UU 0	UU 0	UU 0

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

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

FALL, 2016

Affirmative Action Unit:

Psychology

Constituent Departments:

Psychology

Job Group:

Professorial

Job Titles:

**Distinguished Professor
Professor
Associate Professor
Assistant Professor**

FACTORS

SOURCES

WEIGHT

Factor 1

EDC- Ph.D. 2011 - 12* - 4States (CT, NY, NJ, PA) and US Non-4ST.

1.0

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

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

Psychology

Female

****Total
Minority**

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

**Black or
African
American**

**Hispanic
or Latino**

**Individuals
with
Disabilities**

73.1

24.0

6.6

7.5

8.1

7.0

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **John Jay College of Criminal Justice**

Semester/Year: **FALL, 2016**

AFFIRMATIVE ACTION UNIT:

Psychology

CONSTITUENT DEPARTMENTS:

Psychology

EEO CATEGORY:

PROFESSIONAL: PROFESSORIAL

Job Titles:

Distinguished Professor
Professor
Associate Professor
Assistant Professor

JOB GROUP:

PROFESSORIAL

FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	73.1	24.0	6.6	7.5	8.1	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: 42							
No. Male: 19	No. Female: 23						
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:		# 23	# 9	# 3	# 4	# 2	# 1
		% 54.8	% 21.4	% 7.1	% 9.5	% 4.8	% 2.4
OVERALL AVAILABILITY:		% 73.1	% 24.0	% 6.6	% 7.5	% 8.1	% 7.0
UNDERUTILIZATION:		% 18.3	% 2.6	% NONE	% NONE	% 3.3	% 4.6
		# 7.7	# 1.1	# 0.0	# 0.0	# 1.4	# 1.9
		UU 8	UU 1	UU 0	UU 0	UU 1	UU 2

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

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

FALL, 2016

Affirmative Action Unit:

Public Adminstration

Constituent Departments:

Public Management

Job Group:

Professorial

Job Titles:

**Professor
Associate Professor
Assistant Professor**

FACTORS

SOURCES

WEIGHT

Factor 1

EDC- Ph.D. 2011 - 12* - 4States (CT, NY, NJ, PA) and US Non-4ST.

1.0

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

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

Public Administration

Female

****Total
Minority**

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

**Black or
African
American**

**Hispanic
or Latino**

**Individuals
with
Disabilities**

64.9

33.4

6.1

19.1

7.0

7.0

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **John Jay College of Criminal Justice**

Semester/Year: **FALL, 2016**

AFFIRMATIVE ACTION UNIT:

Public Administration

CONSTITUENT DEPARTMENTS:

Public Management

EEO CATEGORY:

PROFESSIONAL: PROFESSORIAL

Job Titles:

Professor
Associate Professor
Assistant Professor

JOB GROUP:

PROFESSORIAL

FACTORS:

Weighting

Females

**Total Minority

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

Black or African American

Hispanic or Latino

Individuals with Disabilities

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

1.00

64.9

33.4

6.1

19.1

7.0

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

GROUP TOTAL NO.:

28

No. Male: **16**

No. Female: **12**

Females

**Total Minority

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

Black or African American

Hispanic or Latino

Individuals with Disabilities

CURRENT UTILIZATION:

#

12

#

7

#

2

#

3

#

2

#

0

%

42.9

%

25.0

%

7.1

%

10.7

%

7.1

%

0.0

OVERALL AVAILABILITY:

%

64.9

%

33.4

%

6.1

%

19.1

%

7.0

%

7.0

UNDERUTILIZATION:

%

22.0

%

8.4

%

NONE

%

8.4

%

NONE

%

7.0

#

6.2

#

2.4

#

0.0

#

2.3

#

0.0

#

2.0

UU

6

UU

2

UU

0

UU

2

UU

0

UU

2

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

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

FALL, 2016

Affirmative Action Unit:

Social Sciences

Constituent Departments:

Anthropology

Gov/Political Science

Sociology

Job Group:

Professorial

Job Titles:

Professor

Associate Professor

Assistant Professor

FACTORS

Factor 1

SOURCES

EDC- Ph.D. 2011 - 12* - 4States (CT, NY, NJ, PA) and US Non-4ST.

WEIGHT

1.0

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

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

Social Sciences

Female

****Total
Minority**

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

**Black or
African
American**

**Hispanic
or Latino**

**Individuals
with
Disabilities**

50.9

21.8

7.3

6.0

6.9

7.0

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **John Jay College of Criminal Justice**

Semester/Year: **FALL, 2016**

AFFIRMATIVE ACTION UNIT:

Social Sciences

CONSTITUENT DEPARTMENTS:

Anthropology

Gov/Political Science

Sociology

EEO CATEGORY:

PROFESSIONAL: PROFESSORIAL

Job Titles:

Professor

Associate Professor

Assistant Professor

JOB GROUP:

PROFESSORIAL

FACTORS:

Weighting

Females

**Total Minority

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

Black or African American

Hispanic or Latino

Individuals with Disabilities

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

1.00

50.9

21.8

7.3

6.0

6.9

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

GROUP TOTAL NO.:

59

No. Male: **29**

No. Female: **30**

Females

**Total Minority

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

Black or African American

Hispanic or Latino

Individuals with Disabilities

CURRENT UTILIZATION:

#

30

#

14

#

6

#

4

#

4

#

0

%

50.8

%

23.7

%

10.2

%

6.8

%

6.8

%

0.0

OVERALL AVAILABILITY:

%

50.9

%

21.8

%

7.3

%

6.0

%

6.9

%

7.0

UNDERUTILIZATION:

%

0.1

%

NONE

%

NONE

%

NONE

%

0.1

%

7.0

#

0.0

#

0.0

#

0.0

#

0.1

#

4.1

UU

0

UU

0

UU

0

UU

0

UU

0

UU

4

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

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

FALL, 2016

Affirmative Action Unit:

Social Sciences

Constituent Departments:

Anthropology

Job Group:

Professorial

Job Titles:

**Professor
Associate Professor
Assistant Professor**

FACTORS

SOURCES

WEIGHT

Factor 1

EDC- Ph.D. 2011 - 12* - 4States (CT, NY, NJ, PA) and US Non-4ST.

1.0

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

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

Social Sciences

Female

****Total
Minority**

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

**Black or
African
American**

**Hispanic
or Latino**

**Individuals
with
Disabilities**

50.9

21.8

7.3

6.0

6.9

7.0

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **John Jay College of Criminal Justice**

Semester/Year: **FALL, 2016**

AFFIRMATIVE ACTION UNIT:

Social Sciences

CONSTITUENT DEPARTMENTS:

Anthropology

EEO CATEGORY:

PROFESSIONAL: PROFESSORIAL

Job Titles:

Professor
Associate Professor
Assistant Professor

JOB GROUP:

PROFESSORIAL

FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	50.9	21.8	7.3	6.0	6.9	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: 11							
No. Male: 5	No. Female: 6						
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:		# 6	# 2	# 1	# 0	# 1	# 0
		% 54.5	% 18.2	% 9.1	% 0.0	% 9.1	% 0.0
OVERALL AVAILABILITY:		% 50.9	% 21.8	% 7.3	% 6.0	% 6.9	% 7.0
UNDERUTILIZATION:		% NONE	% 3.6	% NONE	% 6.0	% NONE	% 7.0
		# 0.0	# 0.4	# 0.0	# 0.7	# 0.0	# 0.8
		UU 0	UU 0	UU 0	UU 1	UU 0	UU 1

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

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

FALL, 2016

Affirmative Action Unit:

Social Sciences

Constituent Departments:

Gov/Political Science

Job Group:

Professorial

Job Titles:

**Professor
Associate Professor
Assistant Professor**

FACTORS

SOURCES

WEIGHT

Factor 1

EDC- Ph.D. 2011 - 12* - 4States (CT, NY, NJ, PA) and US Non-4ST.

1.0

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

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

Social Sciences

Female

****Total
Minority**

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

**Black or
African
American**

**Hispanic
or Latino**

**Individuals
with
Disabilities**

50.9

21.8

7.3

6.0

6.9

7.0

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **John Jay College of Criminal Justice**

Semester/Year: **FALL, 2016**

AFFIRMATIVE ACTION UNIT:

Social Sciences

CONSTITUENT DEPARTMENTS:

Gov/Political Science

EEO CATEGORY:

PROFESSIONAL: PROFESSORIAL

Job Titles:

Professor
Associate Professor
Assistant Professor

JOB GROUP:

PROFESSORIAL

FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	50.9	21.8	7.3	6.0	6.9	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: 20							
No. Male: 11	No. Female: 9						
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:		# 9	# 6	# 2	# 2	# 2	# 0
		% 45.0	% 30.0	% 10.0	% 10.0	% 10.0	% 0.0
OVERALL AVAILABILITY:		% 50.9	% 21.8	% 7.3	% 6.0	% 6.9	% 7.0
UNDERUTILIZATION:		% 5.9	% NONE	% NONE	% NONE	% NONE	% 7.0
		# 1.2	# 0.0	# 0.0	# 0.0	# 0.0	# 1.4
		UU 1	UU 0	UU 0	UU 0	UU 0	UU 1

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

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

FALL, 2016

Affirmative Action Unit:

Social Sciences

Constituent Departments:

Sociology

Job Group:

Professorial

Job Titles:

**Professor
Associate Professor
Assistant Professor**

FACTORS

SOURCES

WEIGHT

Factor 1

EDC- Ph.D. 2011 - 12* - 4States (CT, NY, NJ, PA) and US Non-4ST.

1.0

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

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

Social Sciences

Female

****Total
Minority**

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

**Black or
African
American**

**Hispanic
or Latino**

**Individuals
with
Disabilities**

50.9

21.8

7.3

6.0

6.9

7.0

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **John Jay College of Criminal Justice**

Semester/Year: **FALL, 2016**

AFFIRMATIVE ACTION UNIT:

Social Sciences

CONSTITUENT DEPARTMENTS:

Sociology

EEO CATEGORY:

PROFESSIONAL: PROFESSORIAL

Job Titles:

Professor
Associate Professor
Assistant Professor

JOB GROUP:

PROFESSORIAL

FACTORS:

Weighting

Females

**Total
Minority

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

Black or
African
American

Hispanic
or Latino

Individuals
with
Disabilities

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

1.00

50.9

21.8

7.3

6.0

6.9

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

GROUP TOTAL NO.:

28

No. Male: **13**

No. Female: **15**

Females

**Total
Minority

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

Black or
African
American

Hispanic
or Latino

Individuals
with
Disabilities

CURRENT UTILIZATION:

15

6

3

2

1

0

% 53.6

% 21.4

% 10.7

% 7.1

% 3.6

% 0.0

OVERALL AVAILABILITY:

% 50.9

% 21.8

% 7.3

% 6.0

% 6.9

% 7.0

UNDERUTILIZATION:

% NONE

% 0.4

% NONE

% NONE

% 3.3

% 7.0

0.0

0.1

0.0

0.0

0.9

2.0

UU 0

UU 0

UU 0

UU 0

UU 1

UU 2

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

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

FALL, 2016

Affirmative Action Unit:

Visual and Performing Arts

Constituent Departments:

Art and Music

Job Group:

Professorial

Job Titles:

**Professor
Associate Professor
Assistant Professor**

FACTORS

SOURCES

WEIGHT

Factor 1

EDC- Ph.D. 2011 - 12* - 4States (CT, NY, NJ, PA) and US Non-4ST.

1.0

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

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

Visual and Performing Arts

Female

****Total
Minority**

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

**Black or
African
American**

**Hispanic
or Latino**

**Individuals
with
Disabilities**

49.3

16.6

7.7

3.2

4.8

7.0

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **John Jay College of Criminal Justice**

Semester/Year: **FALL, 2016**

AFFIRMATIVE ACTION UNIT:

Visual and Performing Arts

CONSTITUENT DEPARTMENTS:

Art and Music

EEO CATEGORY:

PROFESSIONAL: PROFESSORIAL

Job Titles:

Professor
Associate Professor
Assistant Professor

JOB GROUP:

PROFESSORIAL

FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	49.3	16.6	7.7	3.2	4.8	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: 9							
No. Male: 5	No. Female: 4						
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:		# 4	# 4	# 0	# 2	# 2	# 0
		% 44.4	% 44.4	% 0.0	% 22.2	% 22.2	% 0.0
OVERALL AVAILABILITY:		% 49.3	% 16.6	% 7.7	% 3.2	% 4.8	% 7.0
UNDERUTILIZATION:		% 4.9	% NONE	% 7.7	% NONE	% NONE	% 7.0
		# 0.4	# 0.0	# 0.7	# 0.0	# 0.0	# 0.6
		UU 0	UU 0	UU 1	UU 0	UU 0	UU 1

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

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

FALL, 2016

Affirmative Action Unit:

FACULTY

Constituent Departments:

Job Group:

Professorial

Job Titles:

**Distinguished Professor
Professor
Associate Professor
Assistant Professor**

FACTORS

SOURCES

WEIGHT

Factor 1

EDC- Ph.D. 2011 - 12* - 4States (CT, NY, NJ, PA) and US Non-4ST.

1.0

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

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

FACULTY

Female

**Total
Minority

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

Black or
African
American

Hispanic
or Latino

Individuals
with
Disabilities

54.9

25.7

8.4

9.8

6.0

7.0

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **John Jay College of Criminal Justice**

Semester/Year: **FALL, 2016**

AFFIRMATIVE ACTION UNIT:

FACULTY

CONSTITUENT DEPARTMENTS:

EEO CATEGORY:

PROFESSIONAL: PROFESSORIAL

Job Titles:

Distinguished Professor
Professor
Associate Professor
Assistant Professor

JOB GROUP:

PROFESSORIAL

FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	54.9	25.7	8.4	9.8	6.0	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: 365							
No. Male: 190	No. Female: 175						
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:	#	175	# 107	# 32	# 36	# 38	# 2
	%	47.9	% 29.3	% 8.8	% 9.9	% 10.4	% 0.5
OVERALL AVAILABILITY:	%	54.9	% 25.7	% 8.4	% 9.8	% 6.0	% 7.0
UNDERUTILIZATION:	%	7.0	% NONE	% NONE	% NONE	% NONE	% 6.5
	#	25.4	# 0.0	# 0.0	# 0.0	# 0.0	# 23.6
	UU	25	UU 0	UU 0	UU 0	UU 0	UU 24

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

FACULTY

Lecturer

Instructor

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

FALL, 2016

Affirmative Action Unit:

Lecturer

Constituent Departments:

Anthropology

Comm and Theater Arts

Economics

English

Foreign Languages

Physical Education

History

Interdisciplinary

Law and Pol Science

Mathematics

Public Management

Science

SEEK

Job Group:

LECTURER

Job Titles:

Distinguished Lecturer

Lecturer

FACTORS

Factor

SOURCES

EDC - BA. 2011-12* - 4State (CT, NJ, NY, PA)
weighted at 50% and US Non-4ST weighted at 50%.

WEIGHTING

1.0

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

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

Lecturer

Female

57.5

**Total
Minority

29.5

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

7.7

Black or
African
American

10.3

Hispanic
or Latino

9.6

Individuals
with Disabilities

7.0

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **John Jay College of Criminal Justice**

Semester/Year: **FALL, 2016**

AFFIRMATIVE ACTION UNIT:		Lecturer		CONSTITUENT DEPARTMENTS:		Anthropology Comm and Theater Arts Economics English Foreign Languages Physical Education		History Interdisciplinary Law and Pol Science Mathematics Public Management Science		SEEK	
EEO CATEGORY:		PROFESSIONAL: NON-PROFESSORIAL - LECTURER		Job Titles:		Distinguished Lecturer Lecturer					
JOB GROUP:		NON-PROFESSORIAL - LECTURER									
FACTORS:		Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities			
1. % availability of Minorities/Females with requisite skills in immediate labor areas.		1.00	57.5	29.5	7.7	10.3	9.6				
2. % of Minorities/Females promotable, transferable, or trainable											
GROUP TOTAL NO.: 46											
No. Male: 27 No. Female: 19											
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities				
CURRENT UTILIZATION:		# 19	# 18	# 3	# 8	# 7	# 0				
		% 41.3	% 39.1	% 6.5	% 17.4	% 15.2	% 0.0				
OVERALL AVAILABILITY:		% 57.5	% 29.5	% 7.7	% 10.3	% 9.6	% 7.0				
UNDERUTILIZATION:		% 16.2	% NONE	% 1.2	% NONE	% NONE	% 7.0				
		# 7.5	# 0.0	# 0.5	# 0.0	# 0.0	# 3.2				
		UU 8	UU 0	UU 1	UU 0	UU 0	UU 3				

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

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

FALL, 2016

Affirmative Action Unit:

Social Sciences

Constituent Departments:

Anthropology
Police Science

Job Group:

LECTURER

Job Titles:

Distinguished Lecturer
Lecturer

FACTORS

SOURCES

WEIGHTING

Factor

EDC - BA. 2011-12* - 4State (CT, NJ, NY, PA)
weighted at 50% and US Non-4ST weighted at 50%.

1.0

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

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

Social Sciences

Female

**Total
Minority

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

Black or
African
American

Hispanic
or Latino

Individuals
with Disabilities

51.9

34.7

8.7

11.8

11.9

7.0

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **John Jay College of Criminal Justice**

Semester/Year: **FALL, 2016**

AFFIRMATIVE ACTION UNIT:

Social Sciences

CONSTITUENT DEPARTMENTS:

Anthropology
Police Science

EEO CATEGORY:

PROFESSIONAL: NON-PROFESSORIAL -
LECTURER

Job Titles:

Distinguished Lecturer
Lecturer

JOB GROUP:

NON-PROFESSORIAL - LECTURER

FACTORS:										Weighting	Females		**Total Minority		Asian or Nat. Haw. or Other Pac. Isl.		Black or African American		Hispanic or Latino		Individuals with Disabilities			
1. % availability of Minorities/Females with requisite skills in immediate labor areas.										1.00	51.9		34.7		8.7		11.8		11.9					
2. % of Minorities/Females promotable, transferable, or trainable																								
GROUP TOTAL NO.: 2										If Group Total is 4 or less, then Job Group is too small to analyze														
No. Male: 1 No. Female: 1											Females		**Total Minority		Asian or Nat. Haw. or Other Pac. Isl.		Black or African American		Hispanic or Latino		Individuals with Disabilities			
CURRENT UTILIZATION:										#	1		#	0		#	0		#	0		#	0	
										%	50.0		%	0.0		%	0.0		%	0.0		%	0.0	
OVERALL AVAILABILITY:																								
										%	51.9		%	34.7		%	8.7		%	11.8		%	11.9	
UNDERUTILIZATION:										%	1.9		%	34.7		%	8.7		%	11.8		%	11.9	
										#	0.0		#	0.7		#	0.2		#	0.2		#	0.1	
										UU	0		UU	1		UU	0		UU	0		UU	0	

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

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

FALL, 2016

Affirmative Action Unit:

Communication, Journalism, and Related Programs

Constituent Departments:

Communication and Theater Arts

Job Group:

LECTURER

Job Titles:

Lecturer

FACTORS

SOURCES

WEIGHTING

Factor

EDC - BA. 2011-12* - 4State (CT, NJ, NY, PA) weighted at 50% and US Non-4ST weighted at 50%.

1.0

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

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

Communication, Journalism, and Related Programs

Female

**Total
Minority

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

Black or
African
American

Hispanic
or Latino

Individuals
with Disabilities

63.6

26.3

4.5

11.1

8.8

7.0

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **John Jay College of Criminal Justice**

Semester/Year: **FALL, 2016**

AFFIRMATIVE ACTION UNIT:

Communication, Journalism, and Related Programs

CONSTITUENT DEPARTMENTS:

Communication and Theater Arts

EEO CATEGORY:

PROFESSIONAL: NON-PROFESSORIAL - LECTURER

Job Titles:

Lecturer

JOB GROUP:

NON-PROFESSORIAL - LECTURER

FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	63.6	26.3	4.5	11.1	8.8	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: 1	If Group Total is 4 or less, then Job Group is too small to analyze						
No. Male: 1 No. Female: 0							
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:		# 0	# 1	# 0	# 1	# 0	# 0
		% 0.0	% 100.0	% 0.0	% 100.0	% 0.0	% 0.0
OVERALL AVAILABILITY:		% 63.6	% 26.3	% 4.5	% 11.1	% 8.8	% 7.0
UNDERUTILIZATION:		% 63.6	% NONE	% 4.5	% NONE	% 8.8	% 7.0
		# 0.6	# 0.0	# 0.0	# 0.0	# 0.1	# 0.1
		UU 1	UU 0	UU 0	UU 0	UU 0	UU 0

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

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

FALL, 2016

Affirmative Action Unit:

Business, Management, Marketing, Support S

Constituent Departments:

Economics

Job Group:

LECTURER

Job Titles:

Lecturer

FACTORS

SOURCES

WEIGHTING

Factor

EDC - BA. 2011-12* - 4State (CT, NJ, NY, PA)
weighted at 50% and US Non-4ST weighted at 50%.

1.0

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

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

Business, Management, Marketing, Support Services

Female

****Total
Minority**

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

**Black or
African
American**

**Hispanic
or Latino**

**Individuals
with Disabilities**

47.4

32.7

9.2

12.0

9.9

7.0

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **John Jay College of Criminal Justice**

Semester/Year: **FALL, 2016**

AFFIRMATIVE ACTION UNIT:

Business, Management, Marketing, Support Services

CONSTITUENT DEPARTMENTS:

Economics

EEO CATEGORY:

PROFESSIONAL: NON-PROFESSORIAL - LECTURER

Job Titles:

Lecturer

JOB GROUP:

NON-PROFESSORIAL - LECTURER

FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	47.4	32.7	9.2	12.0	9.9	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: 1	If Group Total is 4 or less, then Job Group is too small to analyze						
No. Male: 1 No. Female: 0							
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:		# 0	# 1	# 0	# 1	# 0	# 0
		% 0.0	% 100.0	% 0.0	% 100.0	% 0.0	% 0.0
OVERALL AVAILABILITY:		% 47.4	% 32.7	% 9.2	% 12.0	% 9.9	% 7.0
UNDERUTILIZATION:		% 47.4	% NONE	% 9.2	% NONE	% 9.9	% 7.0
		# 0.5	# 0.0	# 0.1	# 0.0	# 0.1	# 0.1
		UU 1	UU 0	UU 0	UU 0	UU 0	UU 0

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

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

FALL, 2016

Affirmative Action Unit:

English Language and Literature/Letters

Constituent Departments:

English

Job Group:

LECTURER

Job Titles:

Lecturer

FACTORS

Factor

SOURCES

EDC - BA. 2011-12* - 4State (CT, NJ, NY, PA)
weighted at 50% and US Non-4ST weighted at 50%.

WEIGHTING

1.0

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

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

English Language and Literature/Letters

Female

**Total
Minority

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

Black or
African
American

Hispanic
or Latino

Individuals
with Disabilities

69.4

24.2

4.7

8.0

9.1

7.0

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **John Jay College of Criminal Justice**

Semester/Year: **FALL, 2016**

AFFIRMATIVE ACTION UNIT:

English Language and Literature/Letters

CONSTITUENT DEPARTMENTS:

English

EEO CATEGORY:

PROFESSIONAL: NON-PROFESSORIAL - LECTURER

Job Titles:

Lecturer

JOB GROUP:

NON-PROFESSORIAL - LECTURER

FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	69.4	24.2	4.7	8.0	9.1	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: 12							
No. Male: 4							
No. Female: 8							
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:		# 8	# 3	# 2	# 1	# 0	# 0
		% 66.7	% 25.0	% 16.7	% 8.3	% 0.0	% 0.0
OVERALL AVAILABILITY:		% 69.4	% 24.2	% 4.7	% 8.0	% 9.1	% 7.0
UNDERUTILIZATION:		% 2.7	% NONE	% NONE	% NONE	% 9.1	% 7.0
		# 0.3	# 0.0	# 0.0	# 0.0	# 1.1	# 0.8
		UU 0	UU 0	UU 0	UU 0	UU 1	UU 1

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

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

FALL, 2016

Affirmative Action Unit:

Foreign Languages, Literatures, and Linguistics

Constituent Departments:

Modern Languages

Job Group:

LECTURER

Job Titles:

Lecturer

FACTORS

SOURCES

WEIGHTING

Factor

EDC - BA. 2011-12* - 4States (CT, NJ, NY, PA)
weighted at 50% and US Non-4ST weighted at 50%.

1.0

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

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

Foreign Languages, Literatures, and Linguistics

Female

**Total
Minority

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

Black or
African
American

Hispanic
or Latino

Individuals
with Disabilities

71.7

31.7

5.6

4.6

19.3

7.0

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **John Jay College of Criminal Justice**

Semester/Year: **FALL, 2016**

AFFIRMATIVE ACTION UNIT:

Foreign Languages, Literatures, and Linguistics

CONSTITUENT DEPARTMENTS:

Modern Languages

EEO CATEGORY:

PROFESSIONAL: NON-PROFESSORIAL - LECTURER

Job Titles:

Lecturer

JOB GROUP:

NON-PROFESSORIAL - LECTURER

FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	71.7	31.7	5.6	4.6	19.3	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: 1	If Group Total is 4 or less, then Job Group is too small to analyze						
No. Male: 1 No. Female: 0							
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:		# 0	# 1	# 0	# 0	# 1	# 0
		% 0.0	% 100.0	% 0.0	% 0.0	% 100.0	% 0.0
OVERALL AVAILABILITY:		% 71.7	% 31.7	% 5.6	% 4.6	% 19.3	% 7.0
UNDERUTILIZATION:		% 71.7	% NONE	% 5.6	% 4.6	% NONE	% 7.0
		# 0.7	# 0.0	# 0.1	# 0.0	# 0.0	# 0.1
		UU 1	UU 0	UU 0	UU 0	UU 0	UU 0

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

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

FALL, 2016

Affirmative Action Unit:

Parks, Recreation, Leisure and Fitness Studie

Constituent Departments:

Health and Physical Education

Job Group:

LECTURER

Job Titles:

Lecturer

FACTORS

SOURCES

WEIGHTING

Factor

EDC - BA. 2011-12* - 4State (CT, NJ, NY, PA)
weighted at 50% and US Non-4ST weighted at 50%.

1.0

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

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

Parks, Recreation, Leisure and Fitness Studies

Female

**Total
Minority

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

Black or
African
American

Hispanic
or Latino

Individuals
with Disabilities

43.6

20.2

3.5

8.5

6.6

7.0

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **John Jay College of Criminal Justice**

Semester/Year: **FALL, 2016**

AFFIRMATIVE ACTION UNIT:				CONSTITUENT DEPARTMENTS:					
Parks, Recreation, Leisure and Fitness Studies				Health and Physical Education					
EEO CATEGORY:				Job Titles:					
PROFESSIONAL: NON-PROFESSORIAL - LECTURER				Lecturer					
JOB GROUP:									
NON-PROFESSORIAL - LECTURER									
FACTORS:		Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities	
1. % availability of Minorities/Females with requisite skills in immediate labor areas.		1.00	43.6	20.2	3.5	8.5	6.6		
2. % of Minorities/Females promotable, transferable, or trainable									
GROUP TOTAL NO.: 1		If Group Total is 4 or less, then Job Group is too small to analyze							
No. Male: 1	No. Female: 0		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities	
CURRENT UTILIZATION:		#	0	#	0	#	0	#	0
		%	0.0	%	0.0	%	0.0	%	0.0
OVERALL AVAILABILITY:		%	43.6	%	20.2	%	3.5	%	8.5
		%	6.6	%	7.0	%		%	
UNDERUTILIZATION:		%	43.6	%	20.2	%	3.5	%	8.5
		#	0.4	#	0.2	#	0.0	#	0.1
		UU	0	UU	0	UU	0	UU	0

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

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

FALL, 2016

Affirmative Action Unit:

History

Constituent Departments:

History

Job Group:

LECTURER

Job Titles:

Lecturer

FACTORS

SOURCES

WEIGHTING

Factor

EDC - BA. 2011-12* - 4State (CT, NJ, NY, PA)
weighted at 50% and US Non-4ST weighted at 50%.

1.0

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

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

History

Female

**Total
Minority

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

Black or
African
American

Hispanic
or Latino

Individuals
with Disabilities

41.1

18.5

3.6

4.8

8.0

7.0

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **John Jay College of Criminal Justice**

Semester/Year: **FALL, 2016**

AFFIRMATIVE ACTION UNIT:

History

CONSTITUENT DEPARTMENTS:

History

EEO CATEGORY:

PROFESSIONAL: NON-PROFESSORIAL -
LECTURER

Job Titles:

Lecturer

JOB GROUP:

NON-PROFESSORIAL - LECTURER

FACTORS:				Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities	
1. % availability of Minorities/Females with requisite skills in immediate labor areas.				1.00	41.1	18.5	3.6	4.8	8.0		
2. % of Minorities/Females promotable, transferable, or trainable											
GROUP TOTAL NO.: 1				If Group Total is 4 or less, then Job Group is too small to analyze							
No. Male: 0 No. Female: 1					Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities	
CURRENT UTILIZATION:				#	1	#	0	#	0	#	0
				%	100.0	%	0.0	%	0.0	%	0.0
OVERALL AVAILABILITY:											
				%	41.1	%	18.5	%	4.8	%	7.0
UNDERUTILIZATION:				%	NONE	%	18.5	%	4.8	%	7.0
				#	0.0	#	0.2	#	0.0	#	0.1
				UU	0	UU	0	UU	0	UU	0

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

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

FALL, 2016

Affirmative Action Unit:

Multi/Interdisciplinary Studies

Constituent Departments:

Interdisciplinary Studies

Job Group:

LECTURER

Job Titles:

Lecturer

FACTORS

Factor

SOURCES

EDC - BA. 2011-12* - 4State (CT, NJ, NY, PA)
weighted at 50% and US Non-4ST weighted at 50%.

WEIGHTING

1.0

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

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

Multi/Interdisciplinary Studies

Female

61.6

**Total
Minority

30.6

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

6.9

Black or
African
American

10.6

Hispanic
or Latino

11.0

Individuals
with Disabilities

7.0

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **John Jay College of Criminal Justice**

Semester/Year: **FALL, 2016**

AFFIRMATIVE ACTION UNIT:

Multi/Interdisciplinary Studies

CONSTITUENT DEPARTMENTS:

Interdisciplinary Studies

EEO CATEGORY:

PROFESSIONAL: NON-PROFESSORIAL - LECTURER

Job Titles:

Lecturer

JOB GROUP:

NON-PROFESSORIAL - LECTURER

FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	61.6	30.6	6.9	10.6	11.0	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: 1	If Group Total is 4 or less, then Job Group is too small to analyze						
No. Male: 0	No. Female: 1						
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:		# 1	# 0	# 0	# 0	# 0	# 0
		% 100.0	% 0.0	% 0.0	% 0.0	% 0.0	% 0.0
OVERALL AVAILABILITY:		% 61.6	% 30.6	% 6.9	% 10.6	% 11.0	% 7.0
UNDERUTILIZATION:		% NONE	% 30.6	% 6.9	% 10.6	% 11.0	% 7.0
		# 0.0	# 0.3	# 0.1	# 0.1	# 0.1	# 0.1
		UU 0	UU 0	UU 0	UU 0	UU 0	UU 0

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

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

FALL, 2016

Affirmative Action Unit:

Law Enforcement

Constituent Departments:

Law and Pol Science
Security, Fire and Emergency

Job Group:

LECTURER

Job Titles:

Distinguished Lecturer
Lecturer

FACTORS

SOURCES

WEIGHTING

Factor

EDC - BA. 2011-12* - 4State (CT, NJ, NY, PA)
weighted at 50% and US Non-4ST weighted at 50%.

1.0

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

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

Law Enforcement

Female

**Total
Minority

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

Black or
African
American

Hispanic
or Latino

Individuals
with Disabilities

46.3

39.2

3.0

18.5

15.7

7.0

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **John Jay College of Criminal Justice**

Semester/Year: **FALL, 2016**

AFFIRMATIVE ACTION UNIT:

Law Enforcement

CONSTITUENT DEPARTMENTS:

Law and Pol Science
Security, Fire and Emergency

EEO CATEGORY:

PROFESSIONAL: NON-PROFESSORIAL -
LECTURER

Job Titles:

Distinguished Lecturer
Lecturer

JOB GROUP:

NON-PROFESSORIAL - LECTURER

FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	46.3	39.2	3.0	18.5	15.7	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: 8							
No. Male: 8 No. Female: 0							
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:		# 0	# 0	# 0	# 0	# 0	# 0
		% 0.0	% 0.0	% 0.0	% 0.0	% 0.0	% 0.0
OVERALL AVAILABILITY:		% 46.3	% 39.2	% 3.0	% 18.5	% 15.7	% 7.0
UNDERUTILIZATION:		% 46.3	% 39.2	% 3.0	% 18.5	% 15.7	% 7.0
		# 3.7	# 3.1	# 0.2	# 1.5	# 1.3	# 0.6
		UU 4	UU 3	UU 0	UU 2	UU 1	UU 1

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

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

FALL, 2016

Affirmative Action Unit:

Mathematics

Constituent Departments:

Mathematics and Computer Science

Job Group:

LECTURER

Job Titles:

Lecturer

FACTORS

Factor

SOURCES

EDC - BA. 2011-12* - 4State (CT, NJ, NY, PA)
weighted at 50% and US Non-4ST weighted at 50%.

WEIGHTING

1.0

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

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

Mathematics

Female

44.6

**Total
Minority

24.8

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

11.0

Black or
African
American

5.3

Hispanic
or Latino

7.0

Individuals
with Disabilities

7.0

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **John Jay College of Criminal Justice**

Semester/Year: **FALL, 2016**

AFFIRMATIVE ACTION UNIT:

Mathematics

CONSTITUENT DEPARTMENTS:

Mathematics and Computer Science

EEO CATEGORY:

PROFESSIONAL: NON-PROFESSORIAL -
LECTURER

Job Titles:

Lecturer

JOB GROUP:

NON-PROFESSORIAL - LECTURER

FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	44.6	24.8	11.0	5.3	7.0	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: 7							
No. Male: 5 No. Female: 2							
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:		# 2	# 6	# 1	# 3	# 2	# 0
		% 28.6	% 85.7	% 14.3	% 42.9	% 28.6	% 0.0
OVERALL AVAILABILITY:		% 44.6	% 24.8	% 11.0	% 5.3	% 7.0	% 7.0
UNDERUTILIZATION:		% 16.0	% NONE	% NONE	% NONE	% NONE	% 7.0
		# 1.1	# 0.0	# 0.0	# 0.0	# 0.0	# 0.5
		UU 1	UU 0	UU 0	UU 0	UU 0	UU 1

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

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

FALL, 2016

Affirmative Action Unit:

Public Administration and Social Service Prof

Constituent Departments:

Public Management

Job Group:

LECTURER

Job Titles:

**Distinguished Lecturer
Lecturer**

FACTORS

Factor

SOURCES

EDC - BA. 2011-12* - 4State (CT, NJ, NY, PA)
weighted at 50% and US Non-4ST weighted at 50%.

WEIGHTING

1.0

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

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

Public Administration and Social Service Professions

Female

82.6

**Total
Minority

43.0

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

3.6

Black or
African
American

23.5

Hispanic
or Latino

13.7

Individuals
with Disabilities

7.0

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **John Jay College of Criminal Justice**

Semester/Year: **FALL, 2016**

AFFIRMATIVE ACTION UNIT:

Public Administration and Social Service
Professions

CONSTITUENT DEPARTMENTS:

Public Management

EEO CATEGORY:

PROFESSIONAL: NON-PROFESSORIAL -
LECTURER

Job Titles:

Distinguished Lecturer
Lecturer

JOB GROUP:

NON-PROFESSORIAL - LECTURER

FACTORS:

Weighting

Females

**Total
Minority

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

Black or
African
American

Hispanic
or Latino

Individuals with
Disabilities

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

1.00

82.6

43.0

3.6

23.5

13.7

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

GROUP TOTAL NO.:

5

No. Male:

3

No. Female:

2

Females

**Total
Minority

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

Black or
African
American

Hispanic
or Latino

Individuals with
Disabilities

CURRENT UTILIZATION:

2

3

0

2

1

0

% 40.0

% 60.0

% 0.0

% 40.0

% 20.0

% 0.0

OVERALL AVAILABILITY:

% 82.6

% 43.0

% 3.6

% 23.5

% 13.7

% 7.0

UNDERUTILIZATION:

% 42.6

% NONE

% 3.6

% NONE

% NONE

% 7.0

2.1

0.0

0.2

0.0

0.0

0.4

UU 2

UU 0

UU 0

UU 0

UU 0

UU 0

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

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

FALL, 2016

Affirmative Action Unit:

Physical Sciences

Constituent Departments:

Science

Job Group:

LECTURER

Job Titles:

Lecturer

FACTORS

Factor

SOURCES

EDC - BA. 2011-12* - 4State (CT, NJ, NY, PA)
weighted at 50% and US Non-4ST weighted at 50%.

WEIGHTING

1.0

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

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

Physical Sciences

Female

**Total
Minority

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

Black or
African
American

Hispanic
or Latino

Individuals
with Disabilities

40.1

24.4

10.8

5.6

6.0

7.0

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

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

FALL, 2016

Affirmative Action Unit:

Education

Constituent Departments:

SEEK

Job Group:

LECTURER

Job Titles:

Lecturer

FACTORS

Factor

SOURCES

EDC - BA. 2011-12* - 4State (CT, NJ, NY, PA)
weighted at 50% and US Non-4ST weighted at 50%.

WEIGHTING

1.0

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

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

Education

Female

**Total
Minority

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

Black or
African
American

Hispanic
or Latino

Individuals
with Disabilities

79.6

16.3

2.2

6.1

6.6

7.0

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **John Jay College of Criminal Justice**

Semester/Year: **FALL, 2016**

AFFIRMATIVE ACTION UNIT:

Education

CONSTITUENT DEPARTMENTS:

SEEK

EEO CATEGORY:

PROFESSIONAL: NON-PROFESSORIAL - LECTURER

Job Titles:

Lecturer

JOB GROUP:

NON-PROFESSORIAL - LECTURER

FACTORS:										Weighting		Females		**Total Minority		Asian or Nat. Haw. or Other Pac. Isl.		Black or African American		Hispanic or Latino		Individuals with Disabilities			
1. % availability of Minorities/Females with requisite skills in immediate labor areas.										1.00		79.6		16.3		2.2		6.1		6.6					
2. % of Minorities/Females promotable, transferable, or trainable																									
GROUP TOTAL NO.:				2		If Group Total is 4 or less, then Job Group is too small to analyze																			
No. Male:		0		No. Female:		2				Females		**Total Minority		Asian or Nat. Haw. or Other Pac. Isl.		Black or African American		Hispanic or Latino		Individuals with Disabilities					
CURRENT UTILIZATION:										#		2		#		2		#		0		#		0	
										%		100.0		%		100.0		%		0.0		%		0.0	
OVERALL AVAILABILITY:																									
										%		79.6		%		16.3		%		2.2		%		6.1	
UNDERUTILIZATION:										%		NONE		%		NONE		%		2.2		%		6.1	
										#		0.0		#		0.0		#		0.1		#		0.0	
										UU		0		UU		0		UU		0		UU		0	

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

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

FALL 2016

Affirmative Action Unit:

Library Science

Constituent Departments:

Library

Job Group:

NON-PROFESSORIAL - INSTRUCTOR

Job Titles:

Instructor

FACTORS SOURCES

WEIGHTING

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

1.0

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

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

Library Science

Female

**Total
Minority

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

Black or
African
American

Hispanic
or Latino

Individuals
with
Disabilities

93.3

6.7

1.1

2.2

3.3

7.0

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **John Jay College of Criminal College**

Semester/Year: **FALL 2016**

AFFIRMATIVE ACTION UNIT:		CONSTITUENT DEPARTMENTS					
Library Science		Library					
EEO CATEGORY:		Job Titles:					
PROFESSIONAL: NON-PROFESSORIAL - INSTRUCTOR		Instructor					
JOB GROUP:							
NON-PROFESSORIAL - INSTRUCTOR							
FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	93.3	6.7	1.1	2.2	3.3	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: 1		If Group Total is 4 or less, then Job Group is too small to analyze					
No. Male: 0	No. Female: 1	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:		# 1	# 1	# 0	# 0	# 0	# 0
		% 100.0	% 100.0	% 0.0	% 0.0	% 0.0	% 0.0
OVERALL AVAILABILITY:		% 93.3	% 6.7	% 1.1	% 2.2	% 3.3	% 7.0
UNDERUTILIZATION:		% NONE	% NONE	% 1.1	% 2.2	% 3.3	% 7.0
		# 0.0	# 0.0	# 0.0	# 0.0	# 0.0	# 0.1
		UU 0	UU 0	UU 0	UU 0	UU 0	UU 0

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

Professional/Non-Faculty

FACTOR / SOURCE SHEET

FALL, 2016

Professionals

ADMINISTRATION III:

Higher Education assistant (HEa)

Assistant to Higher Education Officer (aHEO)

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

<u>FACTORS</u>	<u>SOURCES</u>	<u>WEIGHT</u>
Factor 1	4STATES Earned Degrees Conferred (EDC) - Bachelors 2011-12* for Federal Protected Groups.	0.7
Factor 2	Promotable, Transferable, Trainable employees within contractors organization. - CUNY Survey - selected titles, service requirement and criteria -Source Spring 2014.	0.3

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

Factor 1:	<u>Female</u>	<u>**Total Minority</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	
	57.3	28.9	8.3	9.8	9.2	
multiply by weight - 0.7	40.1	20.2	5.8	6.9	6.4	

Factor 2:	<u>Female</u>	<u>**Total Minority</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>TOTAL</u>	
College Asst. (holding BA degree or higher in title only)	415	363	104	149	107	662	
Gittlesons (holding BA degree or higher in title only)	425	342	44	187	107	480	
	840	705	148	336	214	1,142	
	73.6	61.7	13.0	29.4	18.7		
multiply by weight - 0.3	22.1	18.5	3.9	8.8	5.6		
OVERALL AVAILABILITY	62.2	38.7	9.7	15.7	12.0		7.0

Individuals
with
Disabilities

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **John Jay College of Criminal Justice**

Semester/Year: **FALL, 2016**

AFFIRMATIVE ACTION UNIT:

ADMINISTRATION III

Constituent Departments:

EEO CATEGORY:

Professionals

Job Titles:

Higher Education assistant (HEa)

Assistant to Higher Education Officer (aHEO)

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

JOB GROUP:

ADMINISTRATION III

FACTORS:

Weighting

Females

**Total
Minority

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

Black or
African American

Hispanic
or Latino

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

0.70

40.1

20.2

5.8

6.9

6.4

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

0.30

22.1

18.5

3.9

8.8

5.6

GROUP TOTAL NO.: 153

No. Male: 40

No. Female: 113

Females

**Total
Minority

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

Black or
African American

Hispanic
or Latino

Individuals with
Disabilities

CURRENT UTILIZATION:

#

113

#

106

#

7

#

47

#

48

#

1

%

73.9

%

69.3

%

4.6

%

30.7

%

31.4

%

0.7

OVERALL AVAILABILITY:

%

62.2

%

38.7

%

9.7

%

15.7

%

12.0

%

7.0

UNDERUTILIZATION:

%

NONE

%

NONE

%

5.1

%

NONE

%

NONE

%

6.3

#

0.0

#

0.0

#

7.8

#

0.0

#

0.0

#

9.6

UU

0

UU

0

UU

8

UU

0

UU

0

UU

10

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

FALL, 2016

ACCOUNTANTS - ACCOUNTANT

Professional/Non Faculty

ACCOUNTANT

Accountant

Finance Accountant

Purchasing Agent

SOURCE

WEIGHTING

Factor 1: N/A

0.0

Factor 2: CUNY Survey Fall 2011, Permanent College Accounting Assistants. On September 19, 2013 College Accounting Assistants received an opportunity for promotion based on service and educational qualifications.

1.0

Female

**Total
Minority

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

Black or
African
American

Hispanic or
Latino

Individuals
with
Disabilities

82.4

70.6

29.4

26.5

11.8

7.0

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **John Jay College of Criminal Justice**

Semester/Year: **FALL, 2016**

AFFIRMATIVE ACTION UNIT:

ACCOUNTANTS - ACCOUNTANT

Constituent Departments:

EEO CATEGORY:

Professional/Non Faculty

Job Titles:

Finance Accountant

Purchasing Agent

JOB GROUP:

Accountant

FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	
1. % availability of Minorities/Females with requisite skills in immediate labor areas.							
2. % of Minorities/Females promotable, transferable, or trainable.	1.00	82.4	70.6	29.4	26.5	11.8	
GROUP TOTAL NO.: 4	If Group Total is 4 or less, then Job Group is too small to analyze						
No. Male: 1 No. Female: 3							
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:	#	3	# 4	# 1	# 2	# 1	# 1
	%	75.0	% 100.0	% 25.0	% 50.0	% 25.0	% 25.0
OVERALL AVAILABILITY:	%	82.4	% 70.6	% 29.4	% 26.5	% 11.8	% 7.0
UNDERUTILIZATION:	%	7.4	% NONE	% 4.4	% NONE	% NONE	% NONE
	#	0.30	# 0.00	# 0.18	# 0.00	# 0.00	# 0.00
	UU	0	UU 0	UU 0	UU 0	UU 0	UU 0

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

Technical/ Paraprofessional

This section requires numbers to be entered onto the cells which indicate " **ENTER** ". If there are NO employees, please enter the number zero (0). The workforce numbers entered here will automatically be populated on the TAB: "IA ADM 4 UAW F2015" worksheet. Assessment of the type of work/area the CLT works in is required. (ex. CLT who sets up the audio visual equipment should be counted in Broadcasting/Communications; CLT who sets up the tools/cooking equipment in the kitchen for the culinary students should be counted in Business & Management/Serv. Occupations) Please input Workforce numbers (# of technicians in area/field) in cells H23,H24,H25,H26,H27,H28. In cells N29, Q29, T29, W29, Z29, AC29, and AF29 enter Workforce numbers by Gender and Ethnicity. Cells N29 and Q29 will be highlighted in RED if total does not equal cell H29.

AREA/FIELD		# of technicians in area/field	TOTAL # of Technicians	% of technicians in area/field	Male	Female	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
* ^ Health	=	0	12	0%	Dotted bordered cells require a number entry in order for the "Current Utilization" on the Tab-IA ADM 4 UAW F2015 to be calculated.						
* ^ Engineering	=	0	12	0%							
* ^ Science	=	12	12	100%							
* ^ Computers	=	0	12	0%							
* ^ Broadcasting/Communications	=	0	12	0%							
* ^ Bus. & Mngmnt/ Serv. Occupations	=	0	12	0%							
TOTAL Number of CLTs		12			3	9	7	2	1	4	0
OVERALL AVAILABILITY: (from TAB - ADM 4 Factors AD F2010.)						Female	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	
Health						59.2	31.3	7.4	14.7	7.5	
Engineering						16.3	25.3	5.9	8.8	9.0	
Science						44.7	27.4	10.4	7.2	6.3	
Computers						22.9	36.8	22.6	7.0	5.7	
Broadcasting/Communications						34.4	34.4	7.3	9.4	16.0	
Bus. & Mngmnt/ Serv. Occupations						38.7	24.4	4.8	5.8	13.3	

This section computes the weighted Overall Availability (OA) for each area with the percentage of employees and totals the OA for all areas/fields. The information in the cells of the dotted bordered box will automatically be used for calculating the underutilization on IA ADM 4 UAW F2015 worksheet.

Weighted Overall Availability of the areas by % of employees										% of technicians in area/field	Female	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
Health	Numbers in this area are computed with the weight and the Occupation. The TOTAL OA is populated on the UAW sheet and the UU is automatically computed.									0%	0.0	0.0	0.0	0.0	0.0	
Engineering										0%	0.0	0.0	0.0	0.0	0.0	
Science										100%	44.7	27.4	10.4	7.2	6.3	
Computers										0%	0.0	0.0	0.0	0.0	0.0	
Broadcasting/Communications	0%	0.0	0.0	0.0	0.0	0.0										
Bus.& Mngmnt/ Serv. Occupations	0%	0.0	0.0	0.0	0.0	0.0										
TOTAL OVERALL AVAILABILITY (OA)											44.7	27.4	10.4	7.2	6.3	0.7
**Total Minority includes Asian or Nat. Haw. or Other Pac. Isl., Am. Ind./Al. Natives, Black or African American, Hispanic or Latino, and Two or More Races.																

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

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

College: **John Jay College of Criminal Justice**

Semester/Year: **FALL, 2016**

AFFIRMATIVE ACTION UNIT:

Constituent Departmen

ADMINISTRATION IV

SCIENCE

EEO CATEGORY:

Job Titles:

Technicians

COLLEGE LAB TECHNICIANS (CLTs)

Chief College Lab Tech.

Senior College Lab Tech.

College Lab Tech.

JOB GROUP:

ADMINISTRATION IV

FACTORS:

Weighting

Female

**Total
Minority

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

Black or
African American

Hispanic or
Latino

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

See Factors
worksheet

44.7

27.4

10.4

7.2

6.3

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

GROUP TOTAL NO.:

12

No. Male:

3

No. Female:

9

Female

**Total
Minority

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

Black or
African American

Hispanic or
Latino

Individuals
with
Disabilities

CURRENT UTILIZATION:

#

9

#

7

#

2

#

1

#

4

#

0

%

75.0

%

58.3

%

16.7

%

8.3

%

33.3

%

0.0

OVERALL AVAILABILITY:

%

44.7

%

27.4

%

10.4

%

7.2

%

6.3

%

0.7

UNDERUTILIZATION:

%

NONE

%

NONE

%

NONE

%

NONE

%

NONE

%

0.7

#

0.0

#

0.00

#

0.00

#

0.00

#

0.00

#

0.08

UU

0

UU

0

UU

0

UU

0

UU

0

UU

0

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

FALL, 2016

ACCOUNTANTS - ACCOUNTANT ASSISTANT

Technical/Paraprofessional

ACCOUNTANT:

ACCOUNTING ASSISTANT:

Finance Accountant Assistant

Assistant Purchasing Agent

SOURCE

WEIGHTING

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

1.0

Female

**Total
Minority

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

Black or
African
American

Hispanic or
Latino

Individuals
with
Disabilities

50.8

26.7

11.8

7.8

5.9

7.0

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

								College: John Jay College of Criminal Justice	
								Semester/Year: FALL, 2016	
AFFIRMATIVE ACTION UNIT:				Constituent Departments:					
ACCOUNTANTS - ACCOUNTANT ASSISTANT									
EEO CATEGORY:				Job Titles:					
Technical/Paraprofessional				Finance Accountant Assistant Assistant Purchasing Agent					
JOB GROUP:									
Finance Accountant Assistant									
FACTORS:			Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	
1. % availability of Minorities/Females with requisite skills in immediate labor areas.			1.00	50.8	26.7	11.8	7.8	5.9	
2. % of Minorities/Females promotable, transferable, or trainable.									
GROUP TOTAL NO.: 2			If Group Total is 4 or less, then Job Group is too small to analyze						
No. Male: 0 No. Female: 2									
			Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities	
CURRENT UTILIZATION:			# 2	# 2	# 0	# 1	# 1	# 0	
			% 100.0	% 100.0	% 0.0	% 50.0	% 50.0	% 0.0	
OVERALL AVAILABILITY:			% 50.8	% 26.7	% 11.8	% 7.8	% 5.9	% 7.0	
UNDERUTILIZATION:			% NONE	% NONE	% 11.8	% NONE	% NONE	% 7.0	
			# 0.00	# 0.00	# 0.24	# 0.00	# 0.00	# 0.14	
			UU 0	UU 0	UU 0	UU 0	UU 0	UU 0	

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

FALL, 2016

BROADCASTING / MEDIA TITLES

Technical/Paraprofessional

Broadcasting / Media Titles

Broadcast Associate

Theatre Lead Technician

SOURCE

WEIGHTING

Factor 1:	2007 - 2011 U.S. Census- American Community Survey (ACS) - NY, NJ, CT, PA - Broadcast and Sound Engineer Technicians and Radio Operators and Other Media and Communications Equipment Workers (2900)	1.0
-----------	--	-----

<u>Female</u>	<u>**Total Minority</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Individuals with Disabilities</u>
<u>12.9</u>	<u>23.8</u>	<u>2.7</u>	<u>11.3</u>	<u>8.1</u>	<u>7.0</u>

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **John Jay College of Criminal Justice**

Semester/Year: **FALL, 2016**

AFFIRMATIVE ACTION UNIT:

BROADCASTING / MEDIA TITLES

Constituent Departments:

EEO CATEGORY:

Technical/Paraprofessional

Job Titles:

Broadcast Associate

Theatre Lead Technician

JOB GROUP:

BROADCASTING / MEDIA TITLES

FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	12.9	23.8	2.7	11.3	8.1	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: 9							
No. Male: 7	No. Female: 2						
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:	#	2	# 5	# 1	# 2	# 2	# 1
	%	22.2	% 55.6	% 11.1	% 22.2	% 22.2	% 11.1
OVERALL AVAILABILITY:		% 12.9	% 23.8	% 2.7	% 11.3	% 8.1	% 7.0
UNDERUTILIZATION:	%	NONE	% NONE	% NONE	% NONE	% NONE	% NONE
	#	0.00	# 0.00	# 0.00	# 0.00	# 0.00	# 0.00
	UU	0	UU 0	UU 0	UU 0	UU 0	UU 0

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

COMPUTER SPECIALISTS

Technical/Paraprofessional

COMPUTER SPECIALIST:

IT Senior Associate

IT Associate

IT Assistant

IT Support Assistant

SOURCE

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

WEIGHTING

1.0

Female**Total
MinorityAsian or Nat.
Haw. or Other
Pac. Isl.Black or
African
AmericanHispanic or
LatinoIndividuals
with
Disabilities**26.4****33.6****19.7****7.1****5.4****7.0**

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **John Jay College of Criminal Justice**

Semester/Year: **FALL, 2016**

AFFIRMATIVE ACTION UNIT:

COMPUTER SPECIALISTS

Constituent Departments:

EEO CATEGORY:

Technical/Paraprofessional

Job Titles:

IT Senior Associate
IT Associate
IT Assistant
IT Support Assistant

JOB GROUP:

COMPUTER SPECIALISTS

FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	26.4	33.6	19.7	7.1	5.4	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: 29							
No. Male: 20	No. Female: 9						
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:		# 9	# 25	# 6	# 13	# 6	# 0
		% 31.0	% 86.2	% 20.7	% 44.8	% 20.7	% 0.0
OVERALL AVAILABILITY:		% 26.4	% 33.6	% 19.7	% 7.1	% 5.4	% 7.0
UNDERUTILIZATION:		% NONE	% NONE	% NONE	% NONE	% NONE	% 7.0
		# 0.00	# 0.00	# 0.00	# 0.00	# 0.00	# 2.03
		UU 0	UU 0	UU 0	UU 0	UU 0	UU 2

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

FALL, 2016

PRINT SHOP TITLES/ MEDIA SERVICES

Technical/Paraprofessional

**MEDIA SERVICES/
PRINT SHOP TITLES**

Print Shop Associate
Print Shop Assistant
Graphic Designer

SOURCE

WEIGHTING

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

1.0

Female

**Total
Minority

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

Black or
African
American

Hispanic or
Latino

Individuals
with
Disabilities

28.9

33.9

6.5

9.0

16.6

7.0

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **John Jay College of Criminal Justice**

Semester/Year: **FALL, 2016**

AFFIRMATIVE ACTION UNIT:

PRINT SHOP TITLES/ MEDIA SERVICES

Constituent Departments:

EEO CATEGORY:

Technical/Paraprofessional

Job Titles:

Print Shop Associate

Print Shop Assistant

Graphic Designer

JOB GROUP:

PRINT SHOP TITLES/ MEDIA SERVICES

FACTORS:

Weighting

Females

**Total Minority

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

Black or African American

Hispanic or Latino

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

1.00

28.9

33.9

6.5

9.0

16.6

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

GROUP TOTAL NO.:

5

No. Male:

4

No. Female:

1

Females

**Total Minority

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

Black or African American

Hispanic or Latino

Individuals with Disabilities

CURRENT UTILIZATION:

1

4

0

1

3

0

% 20.0

% 80.0

% 0.0

% 20.0

% 60.0

% 0.0

OVERALL AVAILABILITY:

% 28.9

% 33.9

% 6.5

% 9.0

% 16.6

% 7.0

UNDERUTILIZATION:

% 8.9

% NONE

% 6.5

% NONE

% NONE

% 7.0

0.45

0.00

0.33

0.00

0.00

0.35

UU 0

UU 0

UU 0

UU 0

UU 0

UU 0

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

Secretarial/ Clerical

FALL, 2016

CUNY ADMINISTRATIVE ASSISTANT

Secretarial and Clerical

CUNY ADMINISTRATIVE ASSISTANT

[CUNY Administrative Assistants](#)

SOURCE

WEIGHTING

Factor 1: N/A

0.0

Factor 2: CUNY Survey Spring 2011 - Permanent CUNY Office Assistant (level 3 or above) and Mail Message Services Worker titles. The CUNY Administrative Assistant title is strictly promotional from the Permanent CUNY Office Assistant (level 3 or above) and Mail Message Services Worker titles with years of service requirement.

1.0

Female

**Total
Minority

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

Black or
African
American

Hispanic or
Latino

Individuals
with
Disabilities

91.1

72.2

6.7

39.0

26.0

7.0

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **John Jay College of Criminal Justice**
Semester/Year: **FALL, 2016**

AFFIRMATIVE ACTION UNIT:

CUNY ADMINISTRATIVE ASSISTANT

Constituent Departments:

EEO CATEGORY:

Secretarial and Clerical

Job Titles:

CUNY Administrative Assistants

JOB GROUP:

CUNY ADMINISTRATIVE ASSISTANT

FACTORS:

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

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

Weighting

Females

**Total Minority

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

Black or
African American

Hispanic or
Latino

1.00

91.1

72.2

6.7

39.0

26.0

GROUP TOTAL NO.:

7

No. Male:

0

No. Female:

7

Females

**Total Minority

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

Black or
African American

Hispanic or
Latino

Individuals with
Disabilities

CURRENT UTILIZATION:

#

7

#

7

#

0

#

1

#

6

#

1

%

100.0

%

100.0

%

0.0

%

14.3

%

85.7

%

14.3

OVERALL AVAILABILITY:

%

91.1

%

72.2

%

6.7

%

39.0

%

26.0

%

7.0

UNDERUTILIZATION:

%

NONE

%

NONE

%

6.7

%

24.7

%

NONE

%

NONE

#

0.00

#

0.00

#

0.47

#

1.73

#

0.00

#

0.00

UU

0

UU

0

UU

1

UU

2

UU

0

UU

0

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

FALL, 2016

CUNY OFFICE/SECRETARIAL ASSISTANT

Secretarial and Clerical

**CUNY OFFICE/
SECRETARIAL ASSISTANT:**

CUNY Office/Secretarial Assistant (all levels)

SOURCE

WEIGHTING

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

1.0

Female

**Total
Minority

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

Black or
African
American

Hispanic or
Latino

Individuals
with
Disabilities

89.9

26.5

3.7

11.6

9.8

7.0

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **John Jay College of Criminal Justi**

Semester/Year: **FALL, 2016**

AFFIRMATIVE ACTION UNIT:

CUNY OFFICE/SECRETARIAL ASSISTANT:

Constituent Departments:

EEO CATEGORY:

Secretarial and Clerical

Job Titles:

CUNY Office/Secretarial Assistant (all levels)

JOB GROUP:

CUNY OFFICE/SECRETARIAL ASSISTANT

FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	89.9	26.5	3.7	11.6	9.8	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: 36							
No. Male: 3	No. Female: 33						
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:		# 33	# 33	# 3	# 20	# 10	# 1
		% 91.7	% 91.7	% 8.3	% 55.6	% 27.8	% 2.8
OVERALL AVAILABILITY:		% 89.9	% 26.5	% 3.7	% 11.6	% 9.8	% 7.0
UNDERUTILIZATION:		% NONE	% NONE	% NONE	% NONE	% NONE	% 4.2
		# 0.00	# 0.00	# 0.00	# 0.00	# 0.00	# 1.52
		UU 0	UU 0	UU 0	UU 0	UU 0	UU 2

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

FALL, 2016

MAIL / MESSAGE SERVICES WORKER

Secretarial/Clerical

**MAIL / MESSAGE
SERVICES WORKER**

Mail Message Services Worker

SOURCE

WEIGHTING

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

1.0

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

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **John Jay College of Criminal Ju**

Semester/Year: **FALL, 2016**

AFFIRMATIVE ACTION UNIT:

MAIL / MESSAGE SERVICES WORKER

Constituent Departments:

EEO CATEGORY:

Secretarial/Clerical

Job Titles:

Mail Message Services Worl

JOB GROUP:

MAIL / MESSAGE SERVICES WORKER

FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	41.5	42.7	4.9	19.2	16.9	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: 6							
No. Male: 6	No. Female: 0						
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:		# 0	# 4	# 0	# 1	# 3	# 0
		% 0.0	% 66.7	% 0.0	% 16.7	% 50.0	% 0.0
OVERALL AVAILABILITY:		% 41.5	% 42.7	% 4.9	% 19.2	% 16.9	% 7.0
UNDERUTILIZATION:		% 41.5	% NONE	% 4.9	% 2.5	% NONE	% 7.0
		# 2.49	# 0.00	# 0.29	# 0.15	# 0.00	# 0.42
		UU 3	UU 0	UU 0	UU 0	UU 0	UU 0

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

Skilled trades/ Crafts

FALL, 2016

SKILLED TRADES/CRAFTS SUPERVISORY TITLES

Skilled Crafts

SKILLED TRADES/
CRAFTS
SUPERVISORY

Supervisor (Maintenance and Laborer)

SOURCE

WEIGHTING

Factor 1: N / A

0.0

Factor 2: CUNY Survey Spring 2011, Skilled Trades - selected titles with permanency and appointment to title with years of service requirement.

1.0

Female

**Total
Minority

Asian or Nat
Haw. or Other
Pac. Isl.

Black or
African
American

Hispanic or
Latino

Individuals
with
Disabilities

0.6

24.1

2.8

8.8

12.0

7.0

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **John Jay College of Criminal Ju**

Semester/Year: **FALL, 2016**

AFFIRMATIVE ACTION UNIT:

SKILLED TRADES/ CRAFTS

Constituent Departments:

EEO CATEGORY:

Skilled Crafts

Job Titles:

Supervisor (Maintenance and Laborer)

JOB GROUP:

SKILLED TRADES/CRAFTS SUPERVISORY TITLES

FACTORS:

Weighting

Females

**Total Minority

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

Black or African American

Hispanic or Latino

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

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

1.00

0.6

24.1

2.8

8.8

12.0

GROUP TOTAL NO.:

1

If Group Total is 4 or less, then Job Group is too small to analyze

No. Male:

1

No. Female:

0

Females

**Total Minority

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

Black or African American

Hispanic or Latino

Individuals with Disabilities

CURRENT UTILIZATION:

#

0

#

1

#

0

#

1

#

0

#

1

%

0.0

%

100.0

%

0.0

%

100.0

%

0.0

%

100.0

OVERALL AVAILABILITY:

%

0.6

%

24.1

%

2.8

%

8.8

%

12.0

%

7.0

UNDERUTILIZATION:

%

0.6

%

NONE

%

2.8

%

NONE

%

12.0

%

NONE

#

0.01

#

0.00

#

0.03

#

0.00

#

0.12

#

0.00

UU

0

UU

0

UU

0

UU

0

UU

0

UU

0

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

FALL, 2016

SKILLED TRADES/CRAFTS

Skilled Crafts

SKILLED TRADES/CRAFTS:

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

SOURCE

WEIGHTING

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

1.0

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

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **John Jay College of Criminal Jus**

Semester/Year: **FALL, 2016**

AFFIRMATIVE ACTION UNIT:

SKILLED TRADES/CRAFTS

Constituent Departments:

EEO CATEGORY:

Skilled Crafts

Job Titles:

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

JOB GROUP:

SKILLED TRADES/CRAFTS

FACTORS:

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

Weighting

Females

**Total
Minority

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

Black or
African American

Hispanic or
Latino

1.00

2.5

29.7

2.6

7.0

18.7

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

GROUP TOTAL NO.:

37

If Group Total is 4 or less, then Job Group is too small to analyze

No. Male:

37

No. Female

0

Females

**Total
Minority

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

Black or
African American

Hispanic or
Latino

Individuals with
Disabilities

CURRENT UTILIZATION:

#

0

#

22

#

0

#

10

#

12

#

0

%

0.0

%

59.5

%

0.0

%

27.0

%

32.4

%

0.0

OVERALL AVAILABILITY:

%

2.5

%

29.7

%

2.6

%

7.0

%

18.7

%

7.0

UNDERUTILIZATION:

%

2.5

%

NONE

%

2.6

%

NONE

%

NONE

%

7.0

#

0.93

#

0.00

#

0.96

#

0.00

#

0.00

#

2.59

UU

1

UU

0

UU

1

UU

0

UU

0

UU

3

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

Service/ Maintenance

CAMPUS PEACE/SECURITY OFFICER LEVEL 1

Service/Maintenance

CAMPUS PEACE/

SECURITY OFFICER LEVEL 1:

Campus Peace/Security Officer Level 1

Campus Security Assistant

SOURCEWEIGHTING

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

1.0

Female**Total
MinorityAsian or Nat.
Haw. or Other
Pac. Isl.Black or
African
AmericanHispanic or
LatinoIndividuals
with
Disabilities**28.4****66.7****7.1****28.1****29.3****7.0**

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **John Jay College of Criminal Justice**

Semester/Year: **FALL, 2016**

AFFIRMATIVE ACTION UNIT:

CAMPUS PEACE/SECURITY OFFICER LEVEL 1

Constituent Departments:

EEO CATEGORY:

Service/Maintenance

Job Titles:

Campus Peace/Security Officer Level 1

Campus Security Assistant

JOB GROUP:

CAMPUS PEACE/SECURITY OFFICER LEVEL 1

FACTORS:

Weighting

Females

**Total
Minority

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

Black or
African American

Hispanic or
Latino

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

1.00

28.4

66.7

7.1

28.1

29.3

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

GROUP TOTAL NO.:

40

No. Male: **22**

No. Female: **18**

Females

**Total
Minority

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

Black or
African American

Hispanic or
Latino

Individuals with
Disabilities

CURRENT UTILIZATION:

#

18

#

37

#

4

#

19

#

13

#

1

%

45.0

%

92.5

%

10.0

%

47.5

%

32.5

%

2.5

OVERALL AVAILABILITY:

%

28.4

%

66.7

%

7.1

%

28.1

%

29.3

%

7.0

UNDERUTILIZATION:

%

NONE

%

NONE

%

NONE

%

NONE

%

NONE

%

4.5

#

0.00

#

0.00

#

0.00

#

0.00

#

0.00

#

1.80

UU

0

UU

0

UU

0

UU

0

UU

0

UU

2

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

Fall, 2016

CAMPUS PUBLIC SAFETY SERGEANT

formerly - Campus Peace/Security Officer Level 3

Service/Maintenance

CAMPUS PUBLIC SAFETY SERGEANT

Campus Public Safety Sergeant

Campus Security Specialist

SOURCE

WEIGHTING

Factor 1:	N/A	0.0
Factor 2:	CUNY Permanent Campus Peace Officer Level 1 and 2	1.0

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

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

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **John Jay College of Criminal Justice**

Semester/Year: **Fall, 2016**

AFFIRMATIVE ACTION UNIT:

CAMPUS PUBLIC SAFETY SERGEANT

Constituent Departments:

EEO CATEGORY:

Service/Maintenance

Job Titles:

Campus Public Safety Sergeant

Campus Security Specialist

JOB GROUP:

CAMPUS PUBLIC SAFETY SERGEANT

FACTORS:

Weighting

Females

**Total Minority

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

Black or
African American

Hispanic or
Latino

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

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

1.00

23.7

87.6

7.4

55.8

24.1

GROUP TOTAL NO.:

11

No. Male:

10

No. Female:

1

Females

**Total Minority

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

Black or
African American

Hispanic or
Latino

Individuals with
Disabilities

CURRENT UTILIZATION:

1

8

0

5

3

0

% 9.1

% 72.7

% 0.0

% 45.5

% 27.3

% 0.0

OVERALL AVAILABILITY:

% 23.7

% 87.6

% 7.4

% 55.8

% 24.1

% 7.0

UNDERUTILIZATION:

% 14.6

% 14.9

% 7.4

% 10.3

% NONE

% 7.0

1.61

1.64

0.81

1.14

0.00

0.77

UU 2

UU 2

UU 1

UU 1

UU 0

UU 1

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

FALL, 2016

CUSTODIAL ASSISTANT

Service/Maintenance

CUSTODIAL ASSISTANT:

Custodial Assistant

SOURCE

WEIGHTING

Factor 1: 2007 - 2011 U.S. Census- American Community Survey (ACS) - NY, NJ, CT, PA - "Janitors and Building Cleaners" (4220)

1.0

Female

** Total
Minority

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

Black or
African
American

Hispanic or
Latino

Individuals
with
Disabilities

27.3

48.9

2.8

15.6

28.8

7.0

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **John Jay College of Criminal Justice**

Semester/Year: **FALL, 2016**

AFFIRMATIVE ACTION UNIT:

CUSTODIAL ASSISTANT

Constituent Departments:

EEO CATEGORY:

Service/Maintenance

Job Titles:

Custodial Assistant

JOB GROUP:

CUSTODIAL ASSISTANT

FACTORS:

Weighting

Females

**Total
Minority

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

Black or
African American

Hispanic or
Latino

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

1.00

27.3

48.9

2.8

15.6

28.8

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

GROUP TOTAL NO.:

33

No. Male:

17

No. Female:

16

Females

** Total
Minority

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

Black or
African American

Hispanic or
Latino

Individuals with
Disabilities

CURRENT UTILIZATION:

#

16

#

31

#

1

#

14

#

16

#

2

%

48.5

%

93.9

%

3.0

%

42.4

%

48.5

%

6.1

OVERALL AVAILABILITY:

%

27.3

%

48.9

%

2.8

%

15.6

%

28.8

%

7.0

UNDERUTILIZATION:

%

NONE

%

NONE

%

NONE

%

NONE

%

NONE

%

0.9

#

0.00

#

0.00

#

0.00

#

0.00

#

0.00

#

0.31

UU

0

UU

0

UU

0

UU

0

UU

0

UU

0

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

FALL, 2016

CUSTODIAL SUPERVISORY

Service/Maintenance

CUSTODIAL SUPERVISORY:

Custodial Supervisor

SOURCE

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

WEIGHTING

1.0

Female

29.0

**Total
Minority

40.0

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

2.4

Black or
African
American

13.8

Hispanic or
Latino

22.1

Individuals
with
Disabilities

7.0

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **John Jay College of Criminal Just**

Semester/Year: **FALL, 2016**

AFFIRMATIVE ACTION UNIT:

CUSTODIAL SUPERVISORY

Constituent Departments:

EEO CATEGORY:

Service/Maintenance

Job Titles:

Custodial Supervisor

JOB GROUP:

CUSTODIAL SUPERVISORY

FACTORS:

Weighting

Females

**Total
Minority

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

Black or
African American

Hispanic or
Latino

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

1.00

29.0

40.0

2.4

13.8

22.1

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

GROUP TOTAL NO.:

5

No. Male:

4

No. Female:

1

Females

**Total
Minority

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

Black or
African American

Hispanic or
Latino

Individuals with
Disabilities

CURRENT UTILIZATION:

#

1

#

5

#

0

#

3

#

2

#

0

%

20.0

%

100.0

%

0.0

%

60.0

%

40.0

%

0.0

OVERALL AVAILABILITY:

%

29.0

%

40.0

%

2.4

%

13.8

%

22.1

%

7.0

UNDERUTILIZATION:

%

9.0

%

NONE

%

2.4

%

NONE

%

NONE

%

7.0

#

0.45

#

0.00

#

0.12

#

0.00

#

0.00

#

0.35

UU

1

UU

0

UU

0

UU

0

UU

0

UU

0

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

FALL, 2016

BASIC CRAFTS: BUILDINGS AND GROUNDS

Service/Maintenance

BASIC CRAFTS BUILDINGS AND GROUNDS

Stock Worker Supervisor

SOURCE

Factor 1: 2007 - 2011 U.S. Census- American Community Survey (ACS) - NY, NJ, CT, PA - "Grounds Maintenance" (4250), "Janitors and Buildings and Grounds" (4220), "Laborers and Freight, Stock and Material Movers Hand" (9620), "Motor Vehicle Operator" (9150)

WEIGHTING

1.0

Female

20.0

**Total
Minority

42.4

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

2.3

Black or
African
American

12.6

Hispanic or
Latino

26.0

Individuals
with
Disabilities

7.0

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **John Jay College of Criminal Jus**

Semester/Year: **FALL, 2016**

AFFIRMATIVE ACTION UNIT:

BASIC CRAFTS

Constituent Departments:

EEO CATEGORY:

Service/Maintenance

Job Titles:

Stock Worker Supervisor

JOB GROUP:

BUILDINGS AND GROUNDS

FACTORS:

Weighting

Females

**Total Minority

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

Black or
African
American

Hispanic or
Latino

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

1.00

20.0

42.4

2.3

12.6

26.0

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

GROUP TOTAL NO.:

1

If Group Total is 4 or less, then Job Group is too small to analyze

No. Male:

1

No. Female:

0

Females

**Total Minority

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

Black or
African
American

Hispanic or
Latino

Individuals with
Disabilities

CURRENT UTILIZATION:

#

0

#

1

#

0

#

0

#

1

#

0

%

0.0

%

100.0

%

0.0

%

0.0

%

100.0

%

0.0

OVERALL AVAILABILITY:

%

20.0

%

42.4

%

2.3

%

12.6

%

26.0

%

7.0

UNDERUTILIZATION:

%

20.0

%

NONE

%

2.3

%

12.6

%

NONE

%

7.0

#

0.20

#

0.00

#

0.02

#

0.13

#

0.00

#

0.07

UU

0

UU

0

UU

0

UU

0

UU

0

UU

0

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

E. RESULTS OF UTILIZATION ANALYSIS AND ANNUAL PLACEMENT GOALS

This appendix provides detail on how the utilization analysis was used to set placement goals where areas of underutilization were identified.

John Jay College 2015 Results of Utilization Analysis and 2016 Annual Placement Goals																		
*Note - If the AAU / Job Group has UU for a specific protected minority group, indicate the ethnic category and number in parenthesis. TM=Total Minority; B=Black; H=Hispanic; API=Asian or Nat. Haw. or Other Pac. Isl. - Enter as many lines as needed or delete lines as unwanted. () = number of person(s) needed to eliminate under-utilization. ** "Opportunity" (hires and upgrades) is job group-specific and NOT based on Personnel Activity Table totals.																		
					This section to be completed in Fall 2016 using 7/1/2015 - 6/30/2016 Results									This section to be completed in Fall 2016 using 7/1/2015 - 6/30/2016 Results				
Affirmative Action Units (within EEO6 Category)	Female Incumbency %	Female Availability %	Establish Goal? Yes/No	If Yes, Goal for Females % (#)	Female New Hires (# of Total)	Female Promotions (# of Total)	Female Opportunity (# of Total)	% of Female Opportunity**	Goal Achieved - Female (Yes or No)	Total Minority Incumbency %	Total Minority Availability %	Establish Goal? Yes/No	If Yes, Goal for Total Minorities* TM % (#) and indicate if there is UU in a specific group % (#)	Total Minority New Hires (# of Total)	Total Minority Promotions (# of Total)	Total Minority Opportunity (# of Total)	% of Minority Opportunity**	Goal Achieved- Minority (Yes or No)
2014 - 2015					2015-2016					2014 - 2015				2015-2016				
1. EXECUTIVE / ADMINISTRATIVE / MANAGERIAL																		
Administration I	47.6%	49.5%	Yes	49.50%	1 of 2	0 of 0	1 of 2	50.0%	Yes	23.8%	28.6%	Yes	28.6% TM(1), API (1), H(1)	1 of 2	0 of 0	1 of 2	50.0%	Yes
Campus Security Director/Asst Dir	0.0%	28.4%	Yes	28.4 (1)	0	0 of 0	0	0%	No	50.0%	66.7%	Yes	66.7 % B(1)	0.0%	0 of 0%	0	0.0%	No
2. FACULTY-ALL Profesorial , Instructor and Lecturer																		
2A. FACULTY: PROFESSORIAL																		
Ethnic Studies	53.3%	66.1%	Yes	66.1%(4)	0	0	0	0	No									
English Language/Literature	51.2%	61.1%	Yes	61.1% (4)	0	0	0	0	No									
History	36.4%	45.3%	Yes	45.3% (2)	0	0	0	0	No									
Law Enforcement	35.3%	46.2%	Yes	46.2%(6)	1 of 1	0	1 of 1	100%	Yes									
Library										7.7%	18.5%	Yes	18.5% TM(2), H(1)	0.0%	0.0%	0	0.0%	No
Mathematics and Computer Science	16.7%	26.8%	Yes	26.8%(2)	1 of 1	0	1 of 1	100%	Yes									
Psychology	55.8%	73.1%	Yes	73.1%(7)	0	0	0	0	No	20.9%	24.0%	Yes	24% TM(1), H(2)	0.0%	0.0%	0	0.0%	No
Public Management/ Administration	42.9%	64.9%	Yes	64.9% (6)	0	0	0	0	No	28.6%	33.4%	Yes	33.4% TM(1), B(1)	0.0%	0.0%	0	0.0%	No
2B. FACULTY: INSTRUCTOR																		
Security, Fire and Emergency	0.0%	59.0%	Yes	59% (1)	0	0	0	0	No									
2C. FACULTY: LECTURER																		
English Language/Literature	66.7%	69.4%	Yes	69.4%	0	0	0	0	No									
Law Enforcement (Law and Police Science)	0.0%	46.3%	Yes	46.3%(2)	0 of 3	0	0 of 3	0%	No	0.0%	39.2%	Yes	39.2% TM(2), B(1), H(1)	0.0%	0.0%	0	0	No
Mathematics and Computer Science	28.6%	44.6%	Yes	44.6%(1)	0	0	0	0	No									
Modern Foreign Languages	0.0%	71.7%	Yes	71.7%(1)	0	0	0	0	No									
Government/Political Science	0.0%	51.9%	Yes	51.9%(1)	0	0	0	0	No									
Public Management/ Administration	50.0%	82.6%	Yes	82.6%(1)	0	0	0	0	No					1 of 1	0.0%	1 of 1	100%	Yes
Law Enforcement (Security, Fire and Emergency Mgmt)	0.0%	46.3%	Yes	46.3% (1)	1 of 1	0	1 of 1	100%	Yes	0.0%	39.2%	Yes	39.2%	0 of 1	0.0%	0 of 1	0%	No
3. PROFESSIONAL / NON FACULTY																		
4. SECRETARIAL / CLERICAL																		
CUNY Office/Secretarial Assistant	87.5%	89.9%	Yes	89.9%(1)	0	0	0	0	No									
Mail/Messenger Services	0.0%	41.5%	Yes	41.5%(3)	0 of 0	0 of 0	0 to 0	0	No									
5. TECHNICAL / PARAPROFESSIONAL																		
Print Shop titles	16.7%	28.9%	Yes	28.9%(1)	0	0	0	0	No									
6. SKILLED CRAFTS																		
Carpenter, Electrician, Laborer Maintenance Worker, Oiler, Painter, Stationary Eng.	0.0%	2.5%	Yes	2.5%(1)	0	0	0	0.0%	No									
7. SERVICE MAINTENANCE																		
Campus Public Safety Sergeant	0.0%	23.7%	Yes	23.7%(2)	1 of 1	0 of 1	1 of 1	100%	Yes	85.7%	87.6%	Yes	87.6% B(2)	1 of 1	0 of 0	1 of 1	100%	Yes
Custodial Supervisor	20.0%	29.0%	Yes	29%(1)	0 of 0	0 of 0	0	0.0%	No									

F. PROGRESS REPORT OF HISTORICAL UNDERUTILIZATION 2012 – 2016

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

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

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

Legend:

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

This appendix contains:

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

PROGRESS REPORT - HISTORICAL UNDERUTILIZATION - FALL 2012-2016

Non-Faculty Affirmative Action Units (AAU)

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				TOTAL		WOMEN		TOTAL MINORITY (incl. Black, Hsp. As./Pac Isl. AI Ind./AI Nat. and Two or More Races)			BLACK		HISPANIC		ASIAN/ PAC. ISL.	
				#		#	uu	#	uu		#	uu	#	uu	#	uu
AAU:	Broadcasting/Media Titles															
JOB GROUP:	Technical/Paraprofessional			2012	4	1	0	1	0		0	1	1	0	0	0
Comprised of:	Broadcast/Media Titles			2013	7	3	0	1	0		0	1	1	0	0	0
	Broadcast Associate			2014	9	2	0	3	0		0	1	2	0	1	0
				2015	8	2	0	4	0		1	0	2	0	1	0
				2016	9	2	0	5	0		2	0	2	0	1	0
				#		#	uu	#	uu		#	uu	#	uu	#	uu
AAU:	Computer Specialists															
JOB GROUP:	Technical/Paraprofessional			2012	28	9	0	25	0		11	0	7	0	7	0
Comprised of:	IT Senior Associate			2013	29	9	0	26	0		13	0	7	0	6	0
	IT Associate			2014	32	11	0	29	0		11	0	6	0	12	0
	IT Assistant			2015	34	13	0	30	0		15	0	9	0	6	1
	IT Support Assistant			2016	29	9	0	25	0		13	0	6	0	6	0
				#		#	uu	#	uu		#	uu	#	uu	#	uu
AAU:	Engineers - Technicians - Too small to count in prior years.															
JOB GROUP:	Technical/Paraprofessional			2012												
Comprised of:	Facilities Coordinator			2013												
				2014												
				2015	1	1	0	1	0		0	0	1	0	0	0
				2016	1	1	0	1	0		0	0	1	0	0	0
				#		#	uu	#	uu		#	uu	#	uu	#	uu
AAU:	Print Shop/Media - Too small to count in prior years.															
JOB GROUP:	Technical/Paraprofessional			2012												
Comprised of:				2013												
				2014												
				2015												
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Faculty Affirmative Action Units (AAU)

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				TOTAL		WOMEN		TOTAL MINORITY (incl. Black, Hisp, As/Pac Isl, AIInd/AI Nat. and Two or More Races)		BLACK		HISPANIC		ASIAN/PAC. ISL.	
				#		#	uu	#	uu	#	uu	#	uu	#	uu
AAU:	Education														
JOB GROUP:	Professorial			2012	4	4	0	4	0	2	0	2	0	0	0
Comprised of:	SEEK			2013	3	3	0	3	0	1	0	2	0	0	0
				2014	4	4	0	4	0	2	0	2	0	0	0
				2015	4	4	0	4	0	2	0	2	0	0	0
				2016	4	4	0	4	0	2	0	2	0	0	0
AAU:	Education - Too small to analysis				#	#	uu	#	uu	#	uu	#	uu	#	uu
JOB GROUP:	Professorial			2012											
Comprised of:	Research Professor			2013											
				2014											
				2015	2	0	0	0	0	0	0	0	0	0	0
				2016	2	0	1	0	1	0	0	0	0	0	0
AAU:	English Language & Literature/Letters				#	#	uu	#	uu	#	uu	#	uu	#	uu
JOB GROUP:	Professorial			2012	44	24	4	8	0	3	0	2	0	2	1
Comprised of:	English			2013	39	20	3	7	0	2	0	3	0	2	0
				2014	35	17	4	7	0	3	0	3	0	1	1
				2015	41	21	4	7	0	3	0	2	0	2	0
				2016	39	21	3	7	0	3	0	2	0	2	0
AAU:	Foreign Languages				#	#	uu	#	uu	#	uu	#	uu	#	uu
JOB GROUP:	Professorial			2012											
Comprised of:	Modern Languages & Literature			2013											
				2014											
				2015	5	4	0	4	0	0	0	4	0	0	0
				2016	4	4	0	3	0	0	0	3	0	0	0
AAU:	History				#	#	uu	#	uu	#	uu	#	uu	#	uu
JOB GROUP:	Professorial			2012	20	7	3	3	1	1	0	1	0	1	1
Comprised of:	History			2013	17	5	4	4	0	1	0	1	0	2	0
				2014	17	7	0	3	0	1	0	1	0	1	0
				2015	22	8	2	4	0	1	1	1	0	1	0
				2016	18	7	1	3	0	1	0	1	0	1	0
AAU:	Fitness Studies - Too small to Analysis				#	#	uu	#	uu	#	uu	#	uu	#	uu
JOB GROUP:	Professorial			2012											
Comprised of:	Physical Education			2013											
				2014											
				2015											
				2016	3	2	0	1	0	1	0	0	0	0	0

AAU:	Law Enforcement		#	#	uu	#	uu	#	uu	#	uu	#	uu
JOB GROUP:	Professorial	2012	43	12	13	12	0	6	1	3	0	3	0
Comprised of:	Law & Police Science	2013	43	14	7	14	0	6	0	4	0	4	0
	Security, Fire & Emergency Mgt	2014	44	15	7	15	0	5	0	5	0	5	0
		2015	50	17	6	15	0	6	0	4	0	5	0
	(Note: Criminal Justice is now under Legal Studies AAU)	2016	31	12	2	9	0	5	0	3	0	1	0
AAU:	Law Enforcement		#	#	uu	#	uu	#	uu	#	uu	#	uu
JOB GROUP:	Professorial	2012	28	10	7	9	0	4	0	3	0	2	0
Comprised of:	Law & Police Science	2013	21	10	0	8	0	4	0	3	0	1	1
		2014	22	9	2	8	0	3	0	4	0	1	1
		2015	24	9	2	8	0	4	0	3	0	1	0
		2016	23	9	2	8	0	4	0	3	0	1	0
AAU:	Law Enforcement		#	#	uu	#	uu	#	uu	#	uu	#	uu
JOB GROUP:	Professorial	2012	7	0	4	1	1	1	0	0	0	0	0
Comprised of:	Security, Fire & Emergency Mgt.	2013	7	0	4	1	0	1	0	0	0	0	1
		2014	6	1	2	1	0	1	0	0	0	0	1
		2015	6	1	2	1	0	1	0	0	0	0	0
		2016	8	3	1	1	0	1	0	0	1	0	0
AAU:	Legal Studies		#	#	uu	#	uu	#	uu	#	uu	#	uu
JOB GROUP:	Professorial	2012	8	2	3	2	0	1	0	0	0	1	0
Comprised of:	Criminal Justice	2013	15	4	3	5	0	1	0	1	0	3	0
		2014	16	5	3	6	0	1	0	1	0	4	0
		2015	21	8	2	6	0	1	1	1	0	4	0
	(Note: Criminal Justice is now under Legal Studies AAU)	2016	19	6	6	6	1	1	2	1	0	4	0
AAU:	Mathematics & Statistics (John Jay has Computer Science with Math		#	#	uu	#	uu	#	uu	#	uu	#	uu
JOB GROUP:	Professorial	2012	21	4	3	10	0	2	0	0	1	8	0
Comprised of:	Mathematics and Computer Science	2013	17	3	2	10	0	3	0	0	1	7	0
		2014	14	1	3	6	0	2	0	0	1	4	0
		2015	18	3	2	8	0	1	0	0	1	7	0
		2016	19	3	2	8	0	1	0	0	1	7	0
AAU:	Philosophy and Religious Studies - No Longer under Humanities		#	#	uu	#	uu	#	uu	#	uu	#	uu
JOB GROUP:	Professorial	2012	13	6	0	6	0	2	0	3	0	1	0
Comprised of:	Philosophy	2013	12	5	0	6	0	2	0	3	0	1	0
		2014	10	3	0	5	0	2	0	3	0	0	1
		2015	12	4	0	4	0	2	0	2	0	1	0
		2016	12	4	0	4	0	2	0	1	0	1	0
AAU:	Physical Science		#	#	uu	#	uu	#	uu	#	uu	#	uu
JOB GROUP:	Professorial	2012	17	7	0	5	0	2	0	0	1	3	0
Constituent Dept.	Sciences	2013	13	5	0	4	0	2	0	0	1	2	0
		2014	19	6	1	7	0	2	0	1	0	4	0
		2015	22	10	0	8	0	2	0	2	0	4	0
		2016	21	10	0	8	0	2	0	2	0	4	0

AAU:	Psychology		#	#	uu	#	uu	#	uu	#	uu	#	uu
JOB GROUP:	Professorial	2012	42	23	8	9	0	4	0	2	1	3	0
Constituent Dept.	Psychology	2013	37	20	7	9	0	4	0	2	0	3	0
		2014	38	20	8	9	0	4	0	2	0	3	0
		2015	43	24	7	9	1	4	0	2	2	3	0
		2016	42	23	8	9	1	4	0	2	1	3	0
AAU:	Public Administration		#	#	uu	#	uu	#	uu	#	uu	#	uu
JOB GROUP:	Professorial	2012	13	5	4	4	0	2	0	1	0	1	0
Constituent Dept.	Public Management	2013	18	8	4	4	0	2	0	1	0	1	0
		2014	22	11	3	6	1	3	1	1	0	2	0
		2015	28	12	6	8	1	4	1	2	0	2	1
		2016	28	12	6	7	2	3	2	2	0	2	0
AAU:	Business - Used to fall under Social Sciences		#	#	uu	#	uu	#	uu	#	uu	#	uu
JOB GROUP:	Professorial	2012	6	2	1	1	0	1	0	0	0	0	1
Constituent Dept.	Economics	2013	6	2	1	1	0	1	0	0	0	0	1
		2014	6	2	1	1	0	0	0	1	0	0	1
		2015	9	4	1	2	0	1	0	1	0	0	1
	The change AAU has caused an increase in UU.	2016	8	3	1	2	1	1	1	1	0	0	1
AAU:	Social Sciences		#	#	uu	#	uu	#	uu	#	uu	#	uu
JOB GROUP:	Professorial	2012	88	36	10	21	0	8	0	4	1	8	0
Constituent Dept.	Anthropology	2013	76	32	6	15	2	6	0	4	1	5	2
	History	2014	70	32	3	13	2	4	1	4	1	5	1
	Political Science	2015	69	35	0	16	0	5	0	5	0	6	0
	Economics is no longer part of the Social Sciences, see above.	2016	59	30	0	14	0	4	0	4	0	6	0
AAU:	Social Sciences		#	#	uu	#	uu	#	uu	#	uu	#	uu
JOB GROUP:	Professorial	2012	14	6	1	3	0	1	0	1	0	1	0
Constituent Dept.	Anthropology	2013	12	6	0	3	0	1	0	1	0	1	0
		2014	8	4	0	1	1	0	1	1	0	0	1
		2015	11	7	0	2	0	0	1	1	0	1	0
		2016	11	6	0	2	0	0	1	1	0	1	0
AAU:	Social Sciences		#	#	uu	#	uu	#	uu	#	uu	#	uu
JOB GROUP:	Professorial	2012	20	6	4	4	0	1	0	1	0	2	0
Constituent Dept.	Political Science	2013	17	5	4	4	0	1	0	1	0	2	0
		2014	15	6	2	3	0	1	0	0	1	2	0
		2015	20	9	1	6	0	2	0	2	0	2	0
		2016	20	9	1	6	0	2	0	2	0	2	0
AAU:	Social Sciences		#	#	uu	#	uu	#	uu	#	uu	#	uu
JOB GROUP:	Professorial	2012	28	15	0	9	0	4	0	1	1	4	0
Constituent Dept.	Sociology	2013	23	12	0	5	0	3	0	1	1	1	1
		2014	24	13	0	5	0	2	0	1	1	2	0
		2015	29	15	0	6	0	2	0	1	1	3	0
		2016	28	15	0	6	0	2	0	1	1	3	0

AAU:	Multi/Interdisciplinary Studies		#	#	uu	#	uu	#	uu	#	uu	#	uu
JOB GROUP:	Interdisciplinary Studies	2012											
Comprised of:		2013											
		2014											
	Was under Anthropology now it has it's own AAU	2015											
		2016	8	4	1	0	2	0	1	0	1	0	1
AAU:	Fine Applied Arts & Media		#	#	uu	#	uu	#	uu	#	uu	#	uu
JOB GROUP:	Professorial	2012	9	4	0	4	0	2	0	2	0	0	1
Constituent Dept.	Art & Music	2013	8	4	0	4	0	2	0	2	0	0	1
		2014	8	3	1	3	0	1	0	2	0	0	1
	Communications and Theater Arts now has it's own AAU	2015	9	4	0	4	0	2	0	2	0	0	1
		2016	9	4	0	4	0	2	0	2	0	0	1
AAU:	Fine Applied Arts & Media		#	#	uu	#	uu	#	uu	#	uu	#	uu
JOB GROUP:	Professorial	2012	14	9	0	3	0	2	0	1	0	0	1
Constituent Dept.	Communication & Theater Arts	2013	13	8	0	2	0	1	0	1	0	0	1
		2014	8	5	0	2	0	1	0	1	0	0	1
		2015	10	6	0	2	0	1	0	1	0	0	1
		2016	8	5	0	1	1	0	1	1	0	0	1
AAU:	Library		#	#	uu	#	uu	#	uu	#	uu	#	uu
JOB GROUP:	Professorial	2012	12	11	0	1	1	0	1	0	1	1	0
Constituent Dept.	Library	2013	10	9	0	1	1	0	1	0	1	1	0
		2014	9	9	0	1	1	0	1	0	1	1	0
		2015	14	12	0	1	2	0	0	0	1	1	0
		2016	11	10	0	1	1	0	0	0	0	1	1

[illegible]

AAU:	History - Too small to count in prior years.		#	#	uu	#	uu	#	uu	#	uu	#	uu
JOB GROUP:	Lecturer	2012											
Constituent Dept.	History	2013											
		2014											
		2015	1	1	0	0	0	0	0	0	0	0	0
		2016	1	1	0	0	0	0	0	0	0	0	0
AAU:	Multi/Interdisciplinary Studies		#	#	uu	#	uu	#	uu	#	uu	#	uu
JOB GROUP:	Lecturer	2012											
Constituent Dept.	Interdisciplinary Studies	2013											
		2014											
	Was under Antropology and now has it's own AAU	2015											
		2016	1	1	0	0	0	0	0	0	0	0	0
AAU:	Law Enforcement - Too small to count in prior years, now combined		#	#	uu	#	uu	#	uu	#	uu	#	uu
JOB GROUP:	Lecturer	2012											
Constituent Dept.	Law and Pol Science	2013											
	Security, Fire and Emergency	2014											
		2015											
	No both under Law Enforcement together	2016	8	0	4	0	3	0	2	0	1	0	0
AAU:	Mathematics Too small to count in prior years.		#	#	uu	#	uu	#	uu	#	uu	#	uu
JOB GROUP:	Lecturer	2012											
Constituent Dept.	Mathematics and Computer Sciences	2013	3	1	0	2	0	2	0	0	0	0	0
		2014	7	2	1	6	0	3	0	2	0	1	0
		2015	7	2	1	6	0	3	0	2	0	1	0
		2016	7	2	1	6	0	3	0	2	0	1	0
AAU:	Public Administration - Too small to count in prior years.		#	#	uu	#	uu	#	uu	#	uu	#	uu
JOB GROUP:	Lecturer	2012											
Constituent Dept.	Public Management	2013											
		2014											
		2015	4	2	1	2	0	2	0	0	1	0	0
		2016	5	2	2	3	0	2	0	1	0	0	0
AAU:	Too small to count in prior years.		#	#	uu	#	uu	#	uu	#	uu	#	uu
JOB GROUP:	Lecturer	2012											
Constituent Dept.	Sciences	2013											
		2014											
		2015	4	2	0	1	0	0	0	1	0	0	0
		2016	4	2	0	1	0	0	0	1	0	0	0
AAU:	Too small to count in prior years.		#	#	uu	#	uu	#	uu	#	uu	#	uu
JOB GROUP:	Lecturer	2012											
Constituent Dept.	SEEK	2013											
		2014											
		2015	2	2	0	2	0	0	0	2	0	0	0
		2016	2	2	0	2	0	0	0	2	0	0	0
AAU:	Library		#	#	uu	#	uu	#	uu	#	uu	#	uu
JOB GROUP:	Instructor	2012											
Constituent Dept.	Library	2013											
		2014											
		2015											
		2016	1	0	1	1	0	0	0	0	0	0	0

G. UNDERUTILIZATION SUMMARY FOR PROFESSORIAL JOB GROUPS

The attached table provides additional detail on underutilization in the Professorial job groups. **ATTACHED IS ALSO THE UAW with Professorial totals and the 2015 TABLE** for comparison purposes.

Fall 2016 Underutilization Summary: Results of Utilization Analysis by Affirmative Action Unit Comparison of Incumbents to Availability Data (Professorial* Only)																
COLLEGE: John Jay College of Criminal Justice											Total # Professoriate:	365				
PART A:																
Departments/ Affirmative Action Unit (AAU) with Underutilization (UU)	Total Incumbents in AAU	FEMALES			Total Minorities			Asian/Pacific Islander			Black/African American			Hispanics / Latinos(a)		
		#UU	% Overall Availability	NR (No Representation)	#UU	% Overall Availability	NR (No Representation)	#UU	% Overall Availability	NR (No Representation)	#UU	% Overall Availability	NR (No Representation)	#UU	% Overall Availability	NR (No Representation)
1 Area and Ethnic Studies	15	2	66.1		0	45.4		2	12.4	NR	0	17.3		0	11.2	
2 Business - Economics	8	1	44.9		1	35.5		1	9.7	NR	1	20.1		0	4.2	
3 Communication/Journalism	8	0	58.2%		1	20.9%		1	6.4%	NR	1	6.9%	NR	0	5.3%	
4 Education	11	1	67.9		0	31.7		0	4	NR	0	19.4		0	6.8	
5 English Language/Literature	39	3	61.1		0	15.9		0	3.8		0	5		0	5.5	
6 Fitness Studies	3	0	43.8		0	16.9		0	3.2	NR	0	8.3		0	4.2	NR
7 Foreign Language & Literature	4	0	61		0	24.6		0	7.2	NR	0	2	NR	0	13.7	
8 History	18	1	45.3		0	17.8		0	3.7		0	7.7		0	5	
9 Humanities - Philosophy	12	0	29.7		0	16.4		0	5.1		0	5.4		0	4.1	
10 Law Enforcement	31	2	46.2		0	18.1		0	1.2		0	7.8		0	6.5	
11 Legal Studies - Criminal Justice	19	6	61.1		1	38.3		0	8.8		2	18.1		0	4.9	
12 Library	11	0	55.6		1	19.7		1	15.1		0	0	NR	0	1.8	NR
13 Mathematics and Computer Science	19	2	26.8		0	18.1		0	9.4		0	2.7		1	4.9	NR
14 Multi/Interdisciplinary Studies	8	1	64		2	25.6	NR	1	6.3	NR	1	10.8	NR	1	6.5	NR
15 Physical Science	21	0	33.4		0	18.5		0	8.9		0	3.3		0	4.8	
16 Psychology	42	8	73.1		1	24		0	6.6		0	7.5		1	8.1	
17 Public Administration	28	6	64.9		2	33.4		0	6.1		2	19.1		0	7	
18 Social Science	59	0	50.9		0	21.8		0	7.3		0	6		0	6.9	
19 Visual/Performing Arts - Art and Music	9	0	49.3		0	16.6		1	7.7	NR	0	3.2		0	4.8	
TOTAL	365	**25	54.9%		**0	25.7%		**0	8.4%		**0	9.8%		**0	6.0%	
*Professorial = Einstein Professor, Distinguished Professor, Professor, Associate Professor, and Assistant Professor (including all EOC titles as appropriate).																
** See UAW Coversheet for Faculty - Professorial																
PART B:																
		# of AAUs with UU	Total # of AAUs													
		13	19													

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **John Jay College of Criminal Justice**

Semester/Year: **FALL, 2016**

AFFIRMATIVE ACTION UNIT:

FACULTY

CONSTITUENT DEPARTMENTS:

EEO CATEGORY:

PROFESSIONAL: PROFESSORIAL

Job Titles:

Distinguished Professor
Professor
Associate Professor
Assistant Professor

JOB GROUP:

PROFESSORIAL

FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	54.9	25.7	8.4	9.8	6.0	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: 365							
No. Male: 190 No. Female: 175							
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:	#	175	# 107	# 32	# 36	# 38	# 2
	%	47.9	% 29.3	% 8.8	% 9.9	% 10.4	% 0.5
OVERALL AVAILABILITY:	%	54.9	% 25.7	% 8.4	% 9.8	% 6.0	% 7.0
UNDERUTILIZATION:	%	7.0	% NONE	% NONE	% NONE	% NONE	% 6.5
	#	25.4	# 0.0	# 0.0	# 0.0	# 0.0	# 23.6
	UU	25	UU 0	UU 0	UU 0	UU 0	UU 24

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

Fall 2015 Underutilization Summary: Results of Utilization Analysis by Affirmative Action Unit

Comparison of Incumbents to Availability Data (Professorial* Only)

COLLEGE: **John Jay College of Criminal Justice**

Total # Professoriate 373

PART A:

Departments/ Affirmative Action Unit (AAU) with Underutilization (UU)	Total Incumbents in AAU	FEMALES			Total Minorities (incl. Black, Hisp. As./Pac. Isl. Al Ind./Al Nat. and Two or More Races)			Asian/Pacific Islanders			Blacks			Hispanics/ Latinos (as)			Two or More Races		
		#UU	% Overall Availability	NR (No Representation)	#UU	% Overall Availability	NR (No Representation)	#UU	% Overall Availability	NR (No Representation)	#UU	% Overall Availability	NR (No Representation)	#UU	% Overall Availability	NR (No Representation)	#UU	% Overall Availability	NR (No Representation)
1 Area and Ethnic Studies	15	4	66.1		0	45.4		2	12.4	NR (No Representation)	0	17.3		0	11.2				
2 Education	12																		
3 English Language/Literature	41	4	61.1		0	15.9		0	3.8		0	5		0	5.5				
4 Foreign Language & Literature	5																		
5 History	22	2	45.3		0	17.8		0	3.7		1	7.7		0	5				
6 Law Enforcement	51	6	46.2		0	18.1		0	1.2		0	7.8		0	6.5				
7 Library	13	0	68.3		2	18.5		0	9.6		0	2.3	NR (No Representati	1	4.4	NR (No Representati			
8 Mathematics and Computer Science	18	2	26.8		0	18.1		0	9.4		0	2.7		1	4.9	NR (No Representati			
9 Philosophy	12																		
10 Physical Education	3																		
11 Physical Science	22																		
12 Psychology	43	7	73.1		1	24		0	6.6		0	7.5		2	8.1				
13 Public Administration	28	6	64.9		1	33.4		0	6.1		1	19.1		0	7				
14 Social Science	69	0	50.9		0	21.8		0	7.3		0	6		1	6.9				
15 Visual and Performing Arts	19	0	49.3		0	16.6		2	7.7	NR (No Representation)	0	3.2		0	4.8				
TOTAL	373	**27	54.9%		**0	25.7%		**0	8.4%		**0	9.8%		**0	6.0%				

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

** See UAW Coversheet for Faculty - Professorial

PART B:

# of UU AAUs	Total # of AAUs
15	10

H. PERSONNEL ACTIVITY TABLE (EMPLOYEE AND APPLICANT DATA)

2016 PERSONNEL ACTIVITY TABLE (page 1 of 2)

COLLEGE: John Jay College of Criminal Justice										Period Covered: 7/1/2015 - 6/30/2016													
	TOTAL****			BLACK OR AFRICAN AM.		HISPANIC OR LATINO		ASIAN OR NAT. HAW. OR OTHER PAC. ISL.		AMER. IND./ALASK. NAT.		TWO OR MORE RACES		TOTAL MINORITY***			WHITE (including Ital. Am.)		UNKNOWN*		TOTAL NON-MINORITY**		
	MALE	FEMALE	TOTAL	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	TOTAL	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	TOTAL
EXEC./ADMIN./MANAGERIAL																							
New Hires	6	9	15	0	2	0	1	1	0	0	0	0	0	1	3	4	5	6	0	0	5	6	11
Terminations	8	5	13	2	0	1	2	2	0	0	0	0	5	2	7	3	3	0	0	3	3	6	
Upgrades	1	1	2	0	1	0	0	0	0	0	0	0	0	1	1	1	1	0	0	0	0	1	
Transfers	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
FACULTY																							
New Hires	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Terminations	9	2	11	1	0	2	0	0	0	0	0	0	3	0	3	6	2	0	0	6	2	8	
Upgrades	7	12	19	0	1	1	2	1	3	0	0	0	2	6	8	5	6	0	0	5	6	11	
Transfers	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
PROFESSIONAL/NON-FACULTY																							
New Hires	9	16	25	2	5	1	4	2	2	0	0	0	5	11	16	4	5	0	0	4	5	9	
Terminations	5	8	13	1	1	2	3	0	0	0	0	1	4	4	8	1	4	0	0	1	4	5	
Upgrades	1	2	3	0	1	1	1	0	0	0	0	0	1	2	3	0	0	0	0	0	0	0	
Transfers	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
SECRETARIAL/CLERICAL																							
New Hires	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Terminations	1	4	5	0	4	1	0	0	0	0	0	0	1	4	5	0	0	0	0	0	0	0	
Upgrades	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Transfers	0	1	1	0	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0	0	
TECHNICAL/PARAPROFESSIONAL																							
New Hires	2	1	3	1	0	0	1	1	0	0	0	0	2	1	3	0	0	0	0	0	0	0	
Terminations	2	1	3	1	0	1	1	0	0	0	0	0	2	1	3	0	0	0	0	0	0	0	
Upgrades	3	0	3	0	0	0	0	1	0	0	0	0	1	0	1	2	0	0	0	2	0	2	
Transfers	2	0	2	1	0	0	0	1	0	0	0	0	2	0	2	0	0	0	0	0	0	0	
SKILLED TRADES																							
New Hires	2	0	2	0	0	1	0	0	0	0	0	0	1	0	1	1	0	0	0	1	0	1	
Terminations	4	0	4	0	0	0	0	0	0	0	0	0	0	0	0	4	0	0	0	4	0	4	
Upgrades	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Transfers	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
SERVICE MAINTENANCE																							
New Hires	8	3	11	6	2	0	1	1	0	0	0	0	7	3	10	1	0	0	0	1	0	1	
Terminations	5	3	8	2	2	2	0	0	1	0	0	0	4	3	7	1	0	0	0	1	0	1	
Upgrades	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Transfers	1	1	2	1	1	0	0	0	0	0	0	0	1	1	2	0	0	0	0	0	0	0	
TOTAL																							
New Hires	27	29	56	9	9	2	7	5	2	0	0	0	0	16	18	34	11	11	0	0	11	11	22
Terminations	34	23	57	7	7	9	6	2	1	0	0	1	0	19	14	33	15	9	0	0	15	9	24
Upgrades	12	15	27	0	3	2	3	2	3	0	0	0	0	4	9	13	8	6	0	0	8	6	14
Transfers	3	2	5	2	2	0	0	1	0	0	0	0	0	3	2	5	0	0	0	0	0	0	0

REMINDER:

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

Total Non-Minority is equal to White including Italian American. **TOTAL is the sum of Total Minority and Total Non-Minority.

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

COLLEGE: John Jay College of Criminal Justice

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

	TOTAL****				BLACK OR AFRICAN AM.			HISPANIC OR LATINO			ASIAN OR NAT. HAW. OR OTHER PAC. ISL.			AMER. IND./ ALASK. NAT.			TWO OR MORE RACES			TOTAL MINORITY***				WHITE (incl. Italian Am.)			UNKNOWN*			TOTAL NON-MINORITY**			
	MALE	FEMALE	UNK	TOTAL	MALE	FEMALE	UNK	MALE	FEMALE	UNK	MALE	FEMALE	UNK	MALE	FEMALE	UNK	MALE	FEMALE	UNK	MALE	FEMALE	UNK	TOTAL	MALE	FEMALE	UNK	MALE	FEMALE	UNK	MALE	FEMALE	UNK	TOTAL
EXEC./ADMIN./MANAGERIAL																																	
Applicants @	455	546	88	1089	123	176	24	63	120	14	58	50	11	0	0	0	11	14	3	255	360	52	667	200	186	36	30	32	35	200	186	36	422
Interviews	6	9	0	15	0	2	0	0	1	0	1	0	0	0	0	0	0	0	0	1	3	0	4	5	6	0	0	0	8	5	6	0	11
Offers	6	9	0	15	0	2	0	0	1	0	1	0	0	0	0	0	0	0	0	1	3	0	4	5	6	0	0	0	8	5	6	0	11
TOTAL WORKFORCE Eth. & Gender Report	62	115	0	177	9	29	0	7	20	0	5	12	0	0	0	0	0	1	0	21	62	0	83	41	53	0	0	0	0	41	53	0	94
FACULTY																																	
Applicants @	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Interviews	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Offers	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL WORKFORCE Eth. & Gender Report	217	195	0	412	21	23	0	22	23	0	13	22	0	0	0	0	1	1	0	57	69	0	126	160	126	0	0	0	0	160	126	0	286
PROFESSIONAL/NON-FACULTY																																	
Applicants @	723	1505	183	2411	194	511	55	154	402	27	104	183	15	0	4	1	25	41	7	477	1141	105	1723	246	364	78	62	101	41	246	364	78	688
Interviews	9	16	0	25	2	5	0	1	4	0	2	2	0	0	0	0	0	0	0	5	11	0	16	4	5	0	0	0	8	4	5	0	9
Offers	9	16	0	25	2	5	0	1	4	0	2	2	0	0	0	0	0	0	0	5	11	0	16	4	5	0	0	0	8	4	5	0	9
TOTAL WORKFORCE Eth. & Gender Report	41	116	0	157	11	38	0	11	38	0	3	5	0	0	1	0	2	1	0	27	83	0	110	14	33	0	0	0	0	14	33	0	47
SECRETARIAL/CLERICAL																																	
Applicants @	0	3	0	3	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	0	2	0	1	0	0	0	0	0	1	0	1
Interviews	0	3	0	3	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	0	2	0	1	0	0	0	0	0	1	0	1
Offers	0	2	0	2	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	0	2	0	0	0	0	0	0	0	0	0	0
TOTAL WORKFORCE Eth. & Gender Report	9	40	0	49	2	20	0	4	15	0	1	2	0	0	0	0	0	0	0	7	37	0	44	2	3	0	0	0	0	2	3	0	5
TECHNICAL/PROFESSIONAL																																	
Applicants @	230	34	35	299	53	10	14	60	5	4	53	8	2	0	0	0	9	4	1	175	27	21	223	55	7	14	16	3	0	55	7	14	76
Interviews	2	1	0	3	1	0	0	1	1	0	0	0	0	0	0	0	0	0	0	2	1	0	3	0	0	0	0	0	0	0	0	0	0
Offers	2	1	0	3	1	0	0	1	1	0	0	0	0	0	0	0	0	0	0	2	1	0	3	0	0	0	0	0	0	0	0	0	0
TOTAL WORKFORCE Eth. & Gender Report	34	23	0	57	11	7	0	8	8	0	7	2	0	0	0	0	0	0	0	26	17	0	43	8	6	0	0	0	0	8	6	0	14
SKILLED TRADES																																	
Applicants @	100	4	13	117	31	1	5	30	2	5	2	0	1	0	1	0	2	0	0	65	4	11	80	35	0	2	11	2	0	35	0	2	37
Interviews	12	0	0	12	0	0	0	3	0	0	0	0	0	0	0	0	0	0	0	3	0	0	3	9	0	0	8	1	0	9	0	0	9
Offers	2	0	0	2	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	1	0	0	1	1	0	0	0	0	0	1	0	0	1
TOTAL WORKFORCE Eth. & Gender Report	38	0	0	38	11	0	0	12	0	0	0	0	0	0	0	0	0	0	0	23	0	0	23	15	0	0	0	0	0	15	0	0	15
SERVICE/MAINTENANCE																																	
Applicants @	371	105	68	544	181	61	36	119	29	23	19	3	4	2	1	1	4	5	1	325	99	65	489	46	6	3	17	6	6	46	6	3	55
Interviews	8	3	0	11	6	2	0	0	1	0	1	0	0	0	0	0	0	0	0	7	3	0	10	1	0	0	6	1	0	1	0	0	1
Offers	8	3	0	11	6	2	0	0	1	0	1	0	0	0	0	0	0	0	0	7	3	0	10	1	0	0	0	0	0	1	0	0	1
TOTAL WORKFORCE Eth. & Gender Report	54	36	0	90	23	18	0	23	12	0	2	3	0	0	0	0	0	1	0	48	34	0	82	6	2	0	0	0	0	6	2	0	8
TOTAL																																	
Applicants @	1879	2197	387	4463	582	761	134	426	558	73	236	244	33	2	6	2	51	64	12	1297	1633	254	3184	582	564	133	136	144	82	582	564	133	1279
Interviews	37	32	0	69	9	11	0	5	7	0	4	2	0	0	0	0	0	0	0	18	20	0	38	19	12	0	14	2	16	19	12	0	31
Offers	27	31	0	58	9	11	0	3	7	0	4	2	0	0	0	0	0	0	0	16	20	0	36	11	11	0	0	0	16	11	11	0	22
TOTAL WORKFORCE Eth. & Gender Report	455	525	0	980	88	135	0	87	116	0	31	46	0	0	1	0	3	4	0	209	302	0	511	246	223	0	0	0	0	246	223	0	469

REMINDER:

*Unknowns are subtracted from all totals.

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

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

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

@ APPLICANTS are those who apply and meet the minimum qualifications for a specific position.

I. IMPACT RATIO ANALYSIS

The Impact Ratio Worksheets identify recruitment, selection, and employment activities where the potential for Adverse Impact exists.

IMPACT ANALYSIS WORKSHEETS

COLLEGE NAME:

John Jay College of Criminal Justice

FEMALES AND MINORITIES

HIRES ANALYSIS

John Jay College of Criminal Justice

PART A

December 16, 2016

#	JOB AREAS/ CATEGORY	MINORITY HIRES						FEMALE HIRES						PERCENTAGE OF HIRES			
		NON MIN		MIN		TOTAL		MALE		FEMALE		TOTAL		% of non-min hires	% of min hires	% of male hires	% of female hires
		APPL	HIRES	APPL	HIRES	APPL	HIRES	APPL	HIRES	APPL	HIRES	APPL	HIRES				
#	TOTAL	1279	22	3184	34	4463	56	1879	27	2584	29	4463	56	1.7%	1.1%	1.4%	1.1%
1	Exec./Adm./Mngl.	422	11	667	4	1089	15	455	6	634	9	1089	15	2.6%	0.6%	1.3%	1.4%
2	Faculty	0	0	0	0	0	0	0	0	0	0	0	0	0.0%	0.0%	0.0%	0.0%
3	Professional/Non-Fac.	688	9	1723	16	2411	25	723	9	1688	16	2411	25	1.3%	0.9%	1.2%	0.9%
4	Secretarial/Clerical	1	0	2	0	3	0	0	0	3	0	3	0	0.0%	0.0%	0.0%	0.0%
5	Techn./Paraprofessional	76	0	223	3	299	3	230	2	69	1	299	3	0.0%	1.3%	0.9%	1.4%
6	Skilled Trades	37	1	80	1	117	2	100	2	17	0	117	2	2.7%	1.3%	2.0%	0.0%
7	Service/Maintenance	55	1	489	10	544	11	371	8	173	3	544	11	1.8%	2.0%	2.2%	1.7%
	TOTAL	1279	22	3184	34	4463	56	1879	27	2584	29	4463	56	2%	1%	1%	1%

IRA WORKSHEET FOR NON-MIN VS MIN % OF HIRES

December 16, 2016

JOB AREAS/ CATEGORY		RATE FOR		IRA		OVER ALL RATE	ONLY IF IRA UNDER 0.8				*IRA LESS THAN 0.8 AND DIF >=1 PERSON **IRA LESS THAN 0.8 AND STD DEV>=2		FISHER TEST					
		UNFAV. GROUP	FAV. GROUP				EXPECT	ACTL	DIF	STD DEV			FISHER'S VALUE	NON-MIN APPLICANTS	NON-MIN HIRED	MIN APPLICANTS	MIN HIRED	FISHER TEST RESULT NOTE
#	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	
1	Exec./Adm./Mngl.	MINORITY	0.6%	NON-MIN	2.6%	0.23	1.4%	9	4	5	2.77	*	**					
2	Faculty	N/A		N/A														
3	Professional/Non-Fac.	MINORITY	0.9%	NON-MIN	1.3%	0.71	1.0%	17	16	1	0.83	*						
4	Secretarial/Clerical	N/A		N/A														
5	Techn./Paraprofessional	NON-MIN	0.0%	MINORITY	1.3%													
6	Skilled Trades	MINORITY	1.3%	NON-MIN	2.7%	0.46	1.7%	1	1	0	0.56							
7	Service/Maintenance	NON-MIN	1.8%	MINORITY	2.0%													
TOTAL								27	21	6								

IRA WORKSHEET FOR MALE VS FEMALE % OF HIRES

December 16, 2016

JOB AREAS/ CATEGORY		RATE FOR UNFAV. GROUP		RATE FOR FAV. GROUP		IRA	OVER ALL RATE	ONLY IF IRA UNDER 0.8				IRA LESS THAN 0.8 AND DIF >=1 PERSON ** IRA LESS THAN 0.8 AND STD DEV>=2		FISHER'S TEST					
								EXPECT	ACTL	DIF	STD DEV			FISHER'S VALUE	male app	male hires	female app	female hires	FISHER TEST RESULT NOTE
		#	A	B	C			D	E	F	G			H	I	J	K	L	M
1	Exec./Adm./Mngnrl.	MALE	1.3%	FEMALE	1.4%														
2	Faculty	N/A		N/A															
3	Professional/Non-Fac.	FEMALE	0.9%	MALE	1.2%	0.76	1.0%	17	16	1	0.66	*		N/A					
4	Secretarial/Clerical	N/A		N/A															
5	Techn./Paraprofessional	MALE	0.9%	FEMALE	1.4%														
6	Skilled Trades	FEMALE	0.0%	MALE	2.0%	0.00	1.7%	0	0	0	0.59			N/A					
7	Service/Maintenance	FEMALE	1.7%	MALE	2.2%	0.80													
	TOTAL:							17	16	1									

PROMOTION ANALYSIS

John Jay College of Criminal Justice

PART B

December 16, 2016

#	JOB AREAS/ CATEGORY	MINORITY PROMOTION						FEMALE PROMOTION						PERCENTAGE OF PROMOTION			
		NON MIN		MIN		TOTAL		MALE		FEMALE		TOTAL		% of non-min promoted	% of min promoted	% of MEN promoted	% of FEMALE promoted
		INCUMBENT	PROMOTED	INCUMBENT	PROMOTED	INCUMBENT	PROMOTED	INCUMBENT	PROMOTED	INCUMBENT	PROMOTED	INCUMBENT	PROMOTED				
#	TOTAL	469	14	511	13	980	27	455	12	525	15	980	27	3%	3%	3%	3%
1	Exec./Adm./Mngl.	94	1	83	1	177	2	62	1	115	1	177	2	1%	1%	2%	1%
2	Faculty	286	11	126	8	412	19	217	7	195	12	412	19	4%	6%	3%	6%
3	Professional/Non-Fac.	47	0	110	3	157	3	41	1	116	2	157	3	0%	3%	2%	2%
4	Secretarial/Clerical	5	0	44	0	49	0	9	0	40	0	49	0	0%	0%	0%	0%
5	Techn./Paraprofessional	14	2	43	1	57	3	34	3	23	0	57	3	14%	2%	9%	0%
6	Skilled Trades	15	0	23	0	38	0	38	0	0	0	38	0	0%	0%	0%	0%
7	Service/Maintenance	5	0	82	0	90	0	54	0	36	0	90	0	0%	0%	0%	0%
	TOTAL	469	14	511	13	980	27	455	12	525	15	980	27	3%	3%	3%	3%

IRA WORKSHEET FOR NON-MIN VS MIN % OF PROMOTION

December 16, 2016

JOB AREAS/ CATEGORY		RATE FOR		RATE FOR		IRA	OVER ALL RATE	ONLY IF IRA UNDER 0.8				*IRA LESS THAN 0.8 AND DIF >=1 PERSON *IRA LESS THAN 0.8 AND STD DEV>=2		FISHER TEST					
		UNFAV. GROUP		FAV. GROUP				EXPECT	ACTL	DIF	STD DEV			FISHER'S VALUE	NON-MIN INCUM	NON-MIN PRMT	MIN INCUM	MIN PRMT	FISHER TEST RESULT NOTE
#	A	B		C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R
1	Exec./Adm./Mngrl.	NON-MIN	1.06%	MINORITY	1.20%														
2	Faculty	NON-MIN	3.85%	MINORITY	6.35%														
3	Professional/Non-Fac.	NON-MIN	0.00%	MINORITY	2.73%														
4	Secretarial/Clerical	N/A		N/A															
5	Techn./Paraprofessional	MINORITY	2.33%	NON-MIN	14.29%	0.16	5.26%	2	1	1	1.74	*	sher's Value	14	2		43	1	KEY IN FISHER
6	Skilled Trades	N/A		N/A															
7	Service/Maintenance	N/A		N/A															
	TOTAL							2	1	1									

IRA WORKSHEET FOR MALE VS FEMALE % OF PROMOTION

December 16, 2016

JOB AREAS/ CATEGORY		RATE FOR		RATE FOR		IRA	OVER ALL RATE	ONLY IF IRA UNDER 0.8				IRA LESS THAN 0.8 AND DIF >=1 PERSON ** IRA LESS THAN 0.8 AND STD DEV>=2		FISHER TEST					
		UNFAV. GROUP		FAV. GROUP				EXPECT	ACTL	DIF	STD DEV			FISHER'S VALUE	male incum	male prmt	female incum	female prmt	FISHER TEST RESULT NOTE
		A	B	C	D														
1	Exec./Adm./Mngl.	FEMALE	0.9%	MALE	1.6%	0.539	1.1%	1	1	0	0.45		N/A						
2	Faculty	MALE	3.2%	FEMALE	6.2%														
3	Professional/Non-Fac.	FEMALE	1.7%	MALE	2.4%	0.707	1.9%	2	2	0	0.29		N/A						
4	Secretarial/Clerical	N/A		N/A															
5	Techn./Paraprofessional	FEMALE	0.0%	MALE	8.8%	0.000	5.3%	1	0	1	1.46	*	Fisher's Value	34	3	23	0	VALUE IN	
6	Skilled Trades	N/A		N/A															
7	Service/Maintenance	N/A		N/A															
TOTAL								4	3	1									

TERMINATION ANALYSIS

John Jay College of Criminal Justice

PART C

December 16, 2016

#	JOB AREAS/ CATEGORY	MINORITY TERMINATION						FEMALE TERMINATION						PERCENTAGE OF TERMINATION			
		NON MIN		MIN		TOTAL		MALE		FEMALE		TOTAL					
		INCUMBENT	TERMINATED	INCUMBENT	TERMINATED	INCUMBENT	TERMINATED	INCUMBENT	TERMINATED	INCUMBENT	TERMINATED	INCUMBENT	TERMINATED	% of non-min TERMINATED	% of min TERMINATED	% OF MEN TERMINATED	% OF FEMALE TERMINATED
	TOTAL	469	24	511	33	980	57	455	34	525	23	980	57	5%	6%	7%	4%
1	Exec./Adm./Mngl.	94	6	83	7	177	13	62	8	115	5	177	13	6%	8%	13%	4%
2	Faculty	286	8	126	3	412	11	217	9	195	2	412	11	3%	2%	4%	1%
3	Professional/Non-Fac.	47	5	110	8	157	13	41	5	116	8	157	13	11%	7%	12%	7%
4	Secretarial/Clerical	5	0	44	5	49	5	9	1	40	4	49	5	0%	11%	11%	10%
5	Techn./Paraprofessional	14	0	43	3	57	3	34	2	23	1	57	3	0%	7%	6%	4%
6	Skilled Trades	15	4	23	0	38	4	38	4	0	0	38	4	27%	0%	11%	0%
7	Service/Maintenance	8	1	82	7	90	8	54	5	36	3	90	8	13%	9%	9%	8%
	TOTAL	469	24	511	33	980	57	455	34	525	23	980	57	5%	6%	7%	4%

IRA WORKSHEET FOR NON-MIN VS MIN % OF TERMINATION

December 16, 2016

#	JOB AREAS/ CATEGORY	RATE FOR		RATE FOR		IRA	OVER ALL RATE	ONLY IF IRA UNDER 0.8				IRA LESS THAN 0.8 AND DIF >=1 PERSON		FISHER TEST						FISHER TEST RESULT NOTE	
		UNFAV. GROUP		FAV. GROUP				EXPECT	ACTL	DIF	STD DEV	IRA LESS THAN 0.8 AND STD DEV >=2		FISHER'S VALUE	min incumb	min terminated	non-min incumb	non-min terminated			
		A	B	C	D							E	F						G		H
1	Exec./Adm./Mngl.	MINORITY	8.4%	NON-MIN	6.4%	0.757	7.3%	6	7	1	0.52	*		N/A							
2	Faculty	NON-MIN	2.8%	MINORITY	2.4%																
3	Professional/Non-Fac.	NON-MIN	10.6%	MINORITY	7.3%																
4	Secretarial/Clerical	MINORITY	11.4%	NON-MIN	0.0%	0.000	10.2%	4	5	1	0.80	*		sher's Valu	44	5	5	0		VALUE IN	
5	Techn./Paraprofessional	MINORITY	7.0%	NON-MIN	0.0%	0.000	5.3%	2	3	1	1.02	*		sher's Valu	43	3	14	0		VALUE IN	
6	Skilled Trades	NON-MIN	26.7%	MINORITY	0.0%																
7	Service/Maintenance	NON-MIN	12.5%	MINORITY	8.5%																
	TOTAL							12	15	3											

IRA WORKSHEET FOR MALE VS FEMALE % OF TERMINATION

December 16, 2016

#	JOB AREAS/ CATEGORY	RATE FOR UNFAV. GROUP		RATE FOR FAV. GROUP		IRA	OVER ALL RATE	ONLY IF IRA UNDER 0.8				IRA LESS THAN 0.8 AND DIF >=1 PERSON		FISHER TEST					
								EXPECT	ACTL	DIF	STD DEV	IRA LESS THAN 0.8 AND STD DEV >=2		FISHER'S VALUE	female incumb	female terminated	male incumb	male terminated	FISHER TEST RESULT NOTE
		A	B	C	D							F	G						
1	Exec./Adm./Mngl.	MALE	12.9%	FEMALE	4.3%														
2	Faculty	MALE	4.1%	FEMALE	1.0%														
3	Professional/Non-Fac.	MALE	12.2%	FEMALE	6.9%														
4	Secretarial/Clerical	MALE	11.1%	FEMALE	10.0%														
5	Techn./Paraprofessional	MALE	5.9%	FEMALE	4.3%														
6	Skilled Trades	MALE	10.5%	FEMALE	0.0%														
7	Service/Maintenance	MALE	9.3%	FEMALE	8.3%														
	TOTAL							0	0	0									

paste the 4 data here →	total # in group 1	# of hire/ prmt/ termnt	total # in group 2	# of fav, hire/ prmt/ termnt	---- VS ----
	44	5	5	0	
This is the FISHER'S value	0.5695		Not show significant difference		
paste the 4 data here →	total # in group 1	# of hire/ prmt/ termnt	total # in group 2	# of fav, hire/ prmt/ termnt	---- VS ----
	43	3	14	0	
This is the FISHER'S value	0.4218		Not show significant difference		
paste the 4 data here →	total # in group 1	# of hire/ prmt/ termnt	total # in group 2	# of fav, hire/ prmt/ termnt	---- VS ----
	14	2	43	1	
This is the FISHER'S value	0.1462		Not show significant difference		
paste the 4 data here →	total # in group 1	# of hire/ prmt/ termnt	total # in group 2	# of fav, hire/ prmt/ termnt	---- VS ----
	34	3	23	0	
This is the FISHER'S value	0.2045		Not show significant difference		

J. TENURE ELIGIBILITY SURVEY

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

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

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

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

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

TENURE ELIGIBILITY SURVEY - COLLEGE-WIDE TOTALS

COLLEGE: [John Jay College of Criminal Justice](#)

[Eligible for Tenure Effective 9/1/2015](#)

		Sub-Total Gender		White		Italian-American		Asian/ Native Hawaiian and OPI		American Indian/Alaska Native		Black/African American		Hispanic		Puerto Rican		Two or More Races	
	TOTAL	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor																			
Associate Prof.	12	4	8	1	5	1		1	1					1	2				
Assistant Prof.	2	2				1						1							
Lecturer (CCE)																			
College Lab Techs	1		1		1														
TOTAL	15	6	9	1	6	2		1	1			1		1	2				

[Recommended for Tenure Effective 9/1/2015](#)

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

		Sub-Total Gender		White		Italian-American		Asian/ Native Hawaiian and OPI		American Indian/Alaska Native		Black/African American		Hispanic		Puerto Rican		Two or More Races	
	TOTAL	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor																			
Associate Prof.	13	4	8	1	5	1		1	1					2	2				
Assistant Prof.	2	2				1						1							
Lecturer (CCE)																			
College Lab Techs	1		1		1														
TOTAL	16	6	9	1	6	2		1	1			1		2	2				

TENURE ELIGIBILITY SURVEY - DEPARTMENT DETAIL																			
DEPARTMENT	Art And Music																		
Eligible for Tenure Effective 9/1/2015																			
	Sub-Total		White		Italian-American		Asian/ Native Hawaiian and OPI		American Indian/Alaska Native		Black/African American		Hispanic		Puerto Rican		Two or More Races		
	Gender																		
TOTAL	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	
Professor																			
Associate Prof.	1	1											1						
Assistant Prof.																			
Lecturer (CCE)																			
College Lab Techs																			
TOTAL	1	1											1						
Recommended for Tenure Effective 9/1/2015																			
NOTE: Please record Early Tenure in Parenthesis: example ()																			
	Sub-Total		White		Italian-American		Asian/ Native Hawaiian and OPI		American Indian/Alaska Native		Black/African American		Hispanic		Puerto Rican		Two or More Races		
	Gender																		
TOTAL	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	
Professor																			
Associate Prof.	1	1											1						
Assistant Prof.																			
Lecturer (CCE)																			
College Lab Techs																			
TOTAL	1	1											1						

TENURE ELIGIBILITY SURVEY - DEPARTMENT DETAIL																			
DEPARTMENT	Economics																		
Eligible for Tenure Effective 9/1/2015																			
	Sub-Total		White		Italian-American		Asian/ Native Hawaiian and OPI		American Indian/Alaska Native		Black/African American		Hispanic		Puerto Rican		Two or More Races		
TOTAL	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	
Professor																			
Associate Prof.	1		1		1														
Assistant Prof.																			
Lecturer (CCE)																			
College Lab Techs																			
TOTAL	1		1		1														
Recommended for Tenure Effective 9/1/2015																			

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

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

TENURE ELIGIBILITY SURVEY - DEPARTMENT DETAIL																			
DEPARTMENT	English																		
Eligible for Tenure Effective 9/1/2015																			
	Sub-Total		White		Italian-American		Asian/ Native Hawaiian and OPI		American Indian/Alaska Native		Black/African American		Hispanic		Puerto Rican		Two or More Races		
TOTAL	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	
Professor																			
Associate Prof.	2		2		1									1					
Assistant Prof.																			
Lecturer (CCE)																			
College Lab Techs																			
TOTAL	2		2		1									1					
Recommended for Tenure Effective 9/1/2015																			

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

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

TENURE ELIGIBILITY SURVEY - DEPARTMENT DETAIL																			
DEPARTMENT	History																		
Eligible for Tenure Effective 9/1/2015																			
	TOTAL	Sub-Total Gender		White		Italian-American		Asian/ Native Hawaiian and OPI		American Indian/Alaska Native		Black/African American		Hispanic		Puerto Rican		Two or More Races	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor																			
Associate Prof.	1	1				1													
Assistant Prof.																			
Lecturer (CCE)																			
College Lab Techs																			
TOTAL	1	1				1													
Recommended for Tenure Effective 9/1/2015																			
NOTE: Please record Early Tenure in Parenthesis: example ()																			
	TOTAL	Sub-Total Gender		White		Italian-American		Asian/ Native Hawaiian and OPI		American Indian/Alaska Native		Black/African American		Hispanic		Puerto Rican		Two or More Races	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor																			
Associate Prof.	1	1				1													
Assistant Prof.																			
Lecturer (CCE)																			
College Lab Techs																			
TOTAL	1	1				1													

TENURE ELIGIBILITY SURVEY - DEPARTMENT DETAIL	
---	--

[illegible]

Recommended for Tenure Effective 9/1/2015

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

[illegible]

TENURE ELIGIBILITY SURVEY - DEPARTMENT DETAIL																			
DEPARTMENT	Philosophy																		
Eligible for Tenure Effective 9/1/2015																			
		Sub-Total		White		Italian-American		Asian/ Native Hawaiian and OPI		American Indian/Alaska Native		Black/African American		Hispanic		Puerto Rican		Two or More Races	
	TOTAL	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor																			
Associate Prof.																			
Assistant Prof.	1	1				1													
Lecturer (CCE)																			
College Lab Techs																			
TOTAL	1	1				1													
Recommended for Tenure Effective 9/1/2015																			
NOTE: Please record Early Tenure in Parenthesis: example ()																			
		Sub-Total		White		Italian-American		Asian/ Native Hawaiian and OPI		American Indian/Alaska Native		Black/African American		Hispanic		Puerto Rican		Two or More Races	
	TOTAL	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor																			
Associate Prof.																			
Assistant Prof.	1	1				1													
Lecturer (CCE)																			
College Lab Techs																			
TOTAL	1	1				1													

TENURE ELIGIBILITY SURVEY - DEPARTMENT DETAIL																			
DEPARTMENT		Political Science																	
		Eligible for Tenure Effective 9/1/2015																	
		Sub-Total		White		Italian-American		Asian/ Native Hawaiian and OPI		American Indian/Alaska Native		Black/African American		Hispanic		Puerto Rican		Two or More Races	
	TOTAL	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor																			
Associate Prof.	2	1	1		1			1											
Assistant Prof.																			
Lecturer (CCE)																			
College Lab Techs																			
TOTAL	2	1	1		1			1											
		Recommended for Tenure Effective 9/1/2015																	
NOTE: Please record Early Tenure in Parenthesis: example ()																			
		Sub-Total		White		Italian-American		Asian/ Native Hawaiian and OPI		American Indian/Alaska Native		Black/African American		Hispanic		Puerto Rican		Two or More Races	
	TOTAL	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor																			
Associate Prof.	2	1	1		1			1											
Assistant Prof.																			
Lecturer (CCE)																			
College Lab Techs																			
TOTAL	2	1	1		1			1											

TENURE ELIGIBILITY SURVEY - DEPARTMENT DETAIL																			
DEPARTMENT		Psychology																	
		Eligible for Tenure Effective 9/1/2015																	
		Sub-Total		White		Italian-American		Asian/ Native Hawaiian and OPI		American Indian/Alaska Native		Black/African American		Hispanic		Puerto Rican		Two or More Races	
	TOTAL	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor																			
Associate Prof.	2		2						1						1				
Assistant Prof.																			
Lecturer (CCE)																			
College Lab Techs																			
TOTAL	2		2						1						1				
		Recommended for Tenure Effective 9/1/2015																	
NOTE: Please record Early Tenure in Parenthesis: example ()																			
		Sub-Total		White		Italian-American		Asian/ Native Hawaiian and OPI		American Indian/Alaska Native		Black/African American		Hispanic		Puerto Rican		Two or More Races	
	TOTAL	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor																			
Associate Prof.	2		2						1						1				
Assistant Prof.																			
Lecturer (CCE)																			
College Lab Techs																			
TOTAL	2		2						1						1				

TENURE ELIGIBILITY SURVEY - DEPARTMENT DETAIL																			
DEPARTMENT	Sciences																		
Eligible for Tenure Effective 9/1/2015																			
		Sub-Total		White		Italian-American		Asian/ Native Hawaiian and OPI		American Indian/Alaska Native		Black/African American		Hispanic		Puerto Rican		Two or More Races	
		Gender																	
	TOTAL	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor																			
Associate Prof.																			
Assistant Prof.	1	1										1							
Lecturer (CCE)																			
College Lab Techs	1		1		1														
TOTAL	2	1	1		1							1							
Recommended for Tenure Effective 9/1/2015																			
NOTE: Please record Early Tenure in Parenthesis: example ()																			
		Sub-Total		White		Italian-American		Asian/ Native Hawaiian and OPI		American Indian/Alaska Native		Black/African American		Hispanic		Puerto Rican		Two or More Races	
		Gender																	
	TOTAL	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor																			
Associate Prof.																			
Assistant Prof.	1	1										1							
Lecturer (CCE)																			
College Lab Techs	1		1		1														
TOTAL	2	1	1		1							1							

TENURE ELIGIBILITY SURVEY - DEPARTMENT DETAIL																			
DEPARTMENT	Sociology																		
Eligible for Tenure Effective 9/1/2015																			
	TOTAL	Sub-Total Gender		White		Italian-American		Asian/ Native Hawaiian and OPI		American Indian/Alaska Native		Black/African American		Hispanic		Puerto Rican		Two or More Races	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor																			
Associate Prof.	2	1	1	1	1														
Assistant Prof.																			
Lecturer (CCE)																			
College Lab Techs																			
TOTAL	2	1	1	1	1														
Recommended for Tenure Effective 9/1/2015																			
NOTE: Please record Early Tenure in Parenthesis: example ()																			
	TOTAL	Sub-Total Gender		White		Italian-American		Asian/ Native Hawaiian and OPI		American Indian/Alaska Native		Black/African American		Hispanic		Puerto Rican		Two or More Races	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor																			
Associate Prof.	2	1	1	1	1														
Assistant Prof.																			
Lecturer (CCE)																			
College Lab Techs																			
TOTAL	2	1	1	1	1														

TENURE ELIGIBILITY SURVEY - DEPARTMENT DETAIL	
---	--

DEPARTMENT

<u>Public Administration/Management</u>				
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Eligible for Tenure Effective 9/1/2015				
--	--	--	--	--

[illegible]

Recommended for Tenure Effective 9/1/2015			
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NOTE: Please record Early Tenure in Parenthesis: example ()

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

K. COMPENSATION PRACTICES

DISCUSSION OF COMPENSATION PRACTICES

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

Performance Appraisal/Setting of Merit Increases and Pay Increases upon Promotion

Guidelines for performance appraisal and recommendations of discretionary pay increases are established by University management, subject to requirements established by civil service regulations, government mandates and bargaining unit agreements. These vary according to title and job function.

All recommendations for pay increases for Executives are reviewed by University management.

Recommendations for pay increases for faculty and administrative staff are vetted by the Provost who makes the determination to submit a proposal to the college President. Recommendations for staff pay increases are vetted through the HEO Screening Committee. This includes all reclassifications. The division Vice Presidents present their proposed actions to the HEO Screening Committee, comprised of the Vice Presidents, one Higher Education Officer and the non-voting members consisting of the Human Resources Director, the Labor Designee and the Chief Diversity Officer.

Recommendations for discretionary pay increases for classified civil service staff are limited due to Civil Service regulations and bargaining unit agreements. In those cases where discretionary pay increases are permitted, recommendations go through the HEO Screening Committee.

Setting of Starting Salaries

Guidelines for starting salary recommendations are established by University management, subject to requirements established by civil service regulation, government mandates, budget sufficiency, and bargaining unit agreements. These vary according to employee titles and job functions.

Starting salaries for Executives are subject to guidelines established centrally and approved by the New York State legislature. Executive starting salaries are limited to a pre-established pay range and are reviewed by University Management. Exceptions to policy require additional justification.

Faculty and administrators' starting salaries are set within pre-established ranges in bargaining unit agreements. There is also a prescribed practice for justifying any exceptions to starting salary policies, which includes a committee review. We do not often seek to go beyond the pre-established ranges for staff. If we do we would seek the President's review and then the convening of the Salary Above Base Committee. We then communicate back to the College President the results of the committee's decision. If the college President approves the action, the College then sends the request to CUNY OHRM for approval from the Vice Chancellor's Office.

Classified civil service starting salaries are strictly limited due to regulation; in most cases the requirement is that all individuals starting in a civil service title are paid the minimum in the range, or the minimum step for that title. When there are exceptions to this practice the reasoning is reviewed within Human Resources at the Director level. Going above the minimum salary is not common.

Additional Elements of Pay

The College has adopted the following policies and guidelines for managing additional elements of pay.

Bonuses

Bonuses are generally limited to Executives and members of the Classified Managerial service. There is a prescribed procedure for each group as determined by CUNY's executive leadership and for a given plan, all eligible incumbents are considered for bonuses at the same point in time. All bonus awards must be justified in a completed performance appraisal. For this program year, the College did/did not pay bonuses to employees under these plans.

Perquisites

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

Stock

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

Overtime and Additional Assignments

For those job titles where overtime is assigned, all overtime must be approved in advance by the manager of the employee's department. Overtime forms are filled out by the department, department management signs off on the overtime, and the forms are submitted to HR. Due to necessary fiscal controls, overtime assignments are discouraged and rarely used.

CUNY has established rules for multiple appointments (assignments) which are outlined in CUNY's "Multiple Position Policy" and apply equally to all incumbents in a given title.

Differentials

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

Honors and Awards

(Describe honors or awards programs with financial impact here).

Payments upon Severance or Retirement

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

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

Tracking and Evaluation of Compensation Decisions

Human Resources reviews job posting salary ranges to ensuring they remain within the CUNY salary ranges. Budgetary approval is required before posting a position and is also required before Human Resources extends a salary offer to a selected job applicant. Posting, recruitment and selection is also vetted through the Office of the Chief Diversity Officer.

Document Retention

Document Retention is governed by the CUNY Records Retention and Disposition Schedule (2007). Section 1(310) requires summary personnel records to be retained indefinitely and detailed records, including items such as

performance appraisals, be retained for six years following employee resignation/termination. Section 32(333) requires that job classification decisions related to individual employees be retained for ten years.

L. BENCHMARK COMPARISONS FOR VETERANS AND INDIVIDUALS WITH DISABILITIES

1. Veterans Hiring Benchmark

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

Factor	2015 – 2016	2014 – 2015	2013 – 2014
A. Number of applicants who self-identify as Protected Veterans before an offer of employment is made	42	Transitional Year	N/A (Prior to Transition)
B. Total number of job openings	56		
C. Total number of jobs filled (hires, upgrades, transfers)	88		
D. Total number of applicants for all jobs	4463		
E. Number of Protected Veteran applicants hired	1		
F. Total number of applicants hired	56		
Hiring rate (E / C) 6.9%	1.1%		

2. Hiring Data, Individuals with Disabilities

There currently is no recommended hiring benchmark for Individuals with Disabilities.

Factor	2015 – 2016	2014 – 2015	2013-2014
A. Number of applicants who self-identify as Individuals with Disabilities before an offer of employment is made	158	Transitional Year	N/A (Prior to Transition)
B. Total number of job openings	56		
C. Total number of jobs filled (hires, upgrades, transfers)	88		
D. Total number of applicants for all jobs	4463		
E. Number of applicants who identified as Individuals with Disabilities	158		
F. Total number of applicants hired	56		

3. Utilization Benchmarks, Individuals with Disabilities

Utilization benchmarks at the Job Group level are compared with the utilization goal established by the US Department of Labor (7%). Utilization under 7% indicates there is underutilization. However, underutilization is a Yes/No evaluation *for job groups of five or more*. No underutilization rate is calculated and no placement goals are set here.

Job Group	Affirmative Action Unit	Total Employees in Job Group	Total Number of Employees with Disabilities in Job Group 19	Utilization Rate of Individuals with Disabilities (Total # disabilities / Total employees in job group)	Under-utilized? (Y/N) Y if less than 7%	Change from Prior Year
Executive/ Administrative/ Managerial						
	Administration I	21	0	0%	Y	NA
	Administration II	145	2	1%	Y	NA
	Computer Systems Manager	3	0	0%	N	NA
	Chief Admin Supt of Buildings and Grounds	1	0	0%	N	NA
	Admin Supt of Buildings and Grounds	5	0	0%	N	NA
	Security Director	2	0	0%	N	NA
Faculty						NA
	Professorial	365	8	2%	Y	NA
	Non-Professorial Lecturer	46	0	0%	Y	NA
	Non-Professorial Instructor	1	0	0%	N	NA
Professional Non-Faculty						
	Accountant	4	1	25%	N	NA
	Administration III	153	1	1%	N	NA
Technical/ Paraprofessional						
	Administration IV	12	0	0%	N	NA
	Accountant Assistant	2	0	0%	N	NA
	Broadcasting/Media	9	1	11%	N	NA
	Computer Specialists	29	0	0%	Y	NA
	Media/Print Shop	5	0	0%	N	NA
Secretarial/ Clerical						
	CUNY Administrative Assistant	7	1	14%	N	NA
	CUNY Office Assistant	36	1	3%	Y	NA
	Mail Message Services Worker	6	0	0%	N	NA
Skilled Trades/ Crafts						
	Skilled Trades/Crafts Supervisory	1	1	100%	N	NA
	Skilled Trades/Crafts, Non-Supervisory	37	0	0%	Y	NA
Service/Maintenance						
	Campus Peace/Security Officer L1	40	0	0%	Y	NA

Job Group	Affirmative Action Unit	Total Employees in Job Group	Total Number of Employees with Disabilities in Job Group 19	Utilization Rate of Individuals with Disabilities (Total # disabilities / Total employees in job group)	Under-utilized? (Y/N) Y if less than 7%	Change from Prior Year
	Campus Public Safety Sergeant	11	0	0%	Y	NA
	Custodial Assistant	33	2	6%	N	NA
	Custodial Supervisory	5	0	0%	N	NA
	Basic Crafts/Buildings and Grounds	1	1	100%	N	NA

M. VETS 4212 REPORT

FEDERAL CONTRACTOR VETERANS' EMPLOYMENT REPORT VETS-4212

OMB NO: 1293-0005

Expires: 11/30/2017

Persons are not required to respond to this collection of information unless it displays a valid OMB number. It is mandatory for a covered Federal contractor respond to this information collection. See 38 U.S.C. § 4212(d) and "Who Must File" section of instructions.

RETURN COMPLETED REPORT TO:

VETS-4212 Submission

VETERANS' EMPLOYMENT AND TRAINING SERVICE (VETS)

Service Center

In care of: Department of Labor National Contact Center (DOL-NCC)

15000 Conference Center Drive, Suite 80132

Chantilly, VA 20151

ATTN: Human Resource/EEO Department

TYPE OF REPORTING ORGANIZATION (Check one or both, as applicable) <input checked="" type="checkbox"/> Prime Contractor <input checked="" type="checkbox"/> Subcontractor	TYPE OF FORM (Check only one) <input type="checkbox"/> Single Establishment <input type="checkbox"/> Multiple Establishment-Headquarters <input type="checkbox"/> Multiple Establishment-Hiring Location <input type="checkbox"/> Multiple Establishment-State Consolidated (specify number of locations) (MSC)
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COMPANY IDENTIFICATION INFORMATION (Omit items preprinted above-ADD Company Contact Information Below)

COMPANY No: T131733		TWELVE MONTH PERIOD ENDING <table border="1"> <tr> <td>0</td><td>7</td><td>0</td><td>1</td><td>2</td><td>0</td><td>1</td><td>5</td> </tr> <tr> <td>M</td><td>M</td><td>D</td><td>D</td><td>Y</td><td>Y</td><td>Y</td><td>Y</td> </tr> </table>		0	7	0	1	2	0	1	5	M	M	D	D	Y	Y	Y	Y														
0	7	0	1	2	0	1	5																										
M	M	D	D	Y	Y	Y	Y																										
NAME OF PARENT COMPANY: The City University of New York		ADDRESS (NUMBER AND STREET): 205 East 42 Street - 10th Floor																															
CITY: New York		COUNTY: New York	STATE: NY																														
NAME OF COMPANY CONTACT: Jean Chen		TELEPHONE FOR CONTACT: 646-664-3301	EMAIL: jean.chen@cityu.edu																														
NAME OF HIRING LOCATION: John Jay College of Criminal Justice		ADDRESS (NUMBER AND STREET): 524 W. 59th Street																															
CITY: New York		COUNTY:	STATE: NY																														
			ZIP CODE: 10019																														
<table border="1"> <tr> <td>NAICS:</td> <td>6</td><td>1</td><td>1</td><td>3</td><td>1</td><td>0</td> <td>DUNS:</td> <td>0</td><td>7</td><td>-</td><td>8</td><td>3</td><td>0</td><td>-</td><td>9</td><td>3</td><td>9</td><td>4</td> <td>EMPLOYER ID (IRS TAX No.):</td> <td>1</td><td>3</td><td>-</td><td>6</td><td>4</td><td>0</td><td>0</td><td>4</td><td>3</td><td>4</td> </tr> </table>				NAICS:	6	1	1	3	1	0	DUNS:	0	7	-	8	3	0	-	9	3	9	4	EMPLOYER ID (IRS TAX No.):	1	3	-	6	4	0	0	4	3	4
NAICS:	6	1	1	3	1	0	DUNS:	0	7	-	8	3	0	-	9	3	9	4	EMPLOYER ID (IRS TAX No.):	1	3	-	6	4	0	0	4	3	4				

INFORMATION ON EMPLOYEES

REPORT THE TOTAL NUMBER OF EMPLOYEES AND NEW HIRES WHO ARE PROTECTED VETERANS, AS DEFINED IN THE INSTRUCTIONS. DATA ON NUMBER OF EMPLOYEES ARE TO BE ENTERED IN COLUMN A AND B, LINES 1.1 THROUGH 9. DATA FOR NEW HIRES ARE ENTERED IN COLUMNS C AND D. LINE 10 IS TOTAL OF EACH COLUMN. ENTRIES IN COLUMNS C AND D, LINES 1.1 THROUGH 9 (GRAY SHADED AREAS) ARE OPTIONAL. ENTER THE MAXIMUM AND MINIMUM NUMBER OF EMPLOYEES.

JOB CATEGORIES		NUMBER OF EMPLOYEES		NEW HIRES (PREVIOUS 12 MONTHS)	
		PROTECTED VETERANS (A)	TOTAL EMPLOYEES (B)	PROTECTED VETERANS (C)	TOTAL NEW HIRES (D)
EXECUTIVE/SENIOR LEVEL OFFICIALS AND MANAGERS	1.1	0	13	0	1
FIRST/MID LEVEL OFFICIALS AND MANAGERS	1.2	1	134	0	13
PROFESSIONALS	2	8	582	0	33
TECHNICIANS	3	0	23	0	1
SALES WORKERS	4	0	0	0	0
ADMINISTRATIVE SUPPORT WORKERS	5	3	100	0	1
CRAFT WORKERS	6	2	25	1	1
OPERATIVES	7	0	5	0	0
LABORERS/HELPERS	8	1	10	0	0
SERVICE WORKERS	9	8	90	0	20
TOTAL EMPLOYEES	10	23	982	1	70

Report the total maximum and minimum number of permanent employees during the period covered by this report.

Maximum Number	Minimum Number
982	883

Form VETS-4212 11/2014

A written copy of this Affirmative Action Plan is available for inspection by any employee or applicant for employment, during normal business hours, at John Jay College of Criminal Justice, in the Office of Compliance and Diversity Officer at 524 W. 59th Street, Harran Hall, Room 622T, New York, NY 10019. Interested persons should contact Silvia Montalban, Esq. Director of Compliance and Diversity, the Chief Diversity Officer at 646-557-4409 or via email, addressed to smontalban@jjay.cuny.edu. It is also available electronically on the John Jay College website at www.jjay.cuny.edu.