

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

**2018-2019 AFFIRMATIVE ACTION PLAN  
(Reporting year: July 1, 2017 – May 31, 2018)**

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

Contact:

**Silvia Montalban, Esq.  
Director-Compliance & Diversity**



**524 West 59<sup>th</sup> Street  
Haaren Hall, Rm. 622T  
New York, NY 10019  
Email: smontalban@jjay.cuny.edu**

**This is plan is available for public review at:**

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

**and at the college campus, 524 West 59<sup>th</sup> Street, Haaren Hall, Rm. 622T, New York, NY 10019**

**The College has prepared this document in Accessible PDF format, available upon request. Please inform the Chief Diversity Officer, Silvia Montalban, via the contact information above, if you require assistance with reading this document due to a disability.**

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## PART ONE: INTRODUCTION AND BACKGROUND

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This report is the annual update of the Affirmative Action Plan (AAP) required by federal regulations:

- For women and federally protected racial/ethnic groups: Presidential Executive Order 11246
- For covered Veterans: Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended
- For Individuals with Disabilities: Section 503 of the Rehabilitation Act of 1973, as amended.

The U.S. Department of Labor's Office of Federal Contract Compliance Programs (OFCCP) oversees Affirmative Action Plan reporting requirements. Some aspects of this plan are also informed by New York State and New York City regulations and guidelines for public agencies.

Part One provides an overview of the College and those individuals and groups who share responsibility for the College's Affirmative Action and Diversity programs.

The Census Date for employees is June 1, 2018. The Plan Reporting Year (basis for historical data) is June 1, 2017–May 31, 2018. The Program Year is September 1, 2018–August 31, 2019.

This Plan is available for public review at the location listed on the front cover.

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

**and at the college campus, 524 West 59<sup>th</sup> Street, Harran Hall, Rm. 622T, New York, NY 10019.**

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## COLLEGE OVERVIEW

John Jay College of Criminal Justice is a senior college of the City University of New York (CUNY) located steps from Lincoln Center at the cultural heart of New York City under the leadership of President Karol V. Mason. John Jay is an internationally recognized leader in educating for justice, and a Hispanic-serving institution that has been ranked third in the nation in black student success and a top ten institution for promoting student social mobility. The College is proud to serve a diverse and dynamic student body that includes nearly 50 percent of students who are first in their family to attend college as well as students who are immigrants, from low-income families, or from other historically underrepresented groups.

Founded in 1964, John Jay is known for preparing its 15,000 students to serve the public interest as ethical leaders and engaged citizens. John Jay students are defined by their resilience, their passion for justice, and their aspiration to public service. John Jay alumni – now 65,000 strong – have long held leadership roles in public-sector agencies, non-profit organizations, and private companies in the U.S. and worldwide.

John Jay offers undergraduate degrees in 31 majors, including Criminal Justice, Forensic Psychology, Law and Society, Global History and Cell and Molecular Biology. Students can also choose from any of 40 minors. In addition, John Jay is a member of the CUNY's Macaulay Honors College. The graduate program offers 16 master's degrees, including Digital Forensics and Cyber Security and International Crime and Justice. Online master's degree programs are offered in Emergency Management, Security Management and Public Administration. The joint BA/MA programs provide academically advanced students, who are studying criminal justice, forensic psychology and public administration, the opportunity to pursue both degrees simultaneously. The joint MA/JD programs are offered in conjunction with New York Law School, and the College also houses the CUNY Doctoral Programs in Criminal Justice and Forensic Psychology.

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.

The strength, reputation and vitality of the College are embodied in the academic excellence of its faculty, many of whom are recognized experts in such areas as DNA analysis, profiling, drug abuse trends, forensic accounting, eyewitness identification, criminal law, cybercrime, police methods and crime reduction strategies. Through their research, some of which involves students, the faculty advances knowledge and informs professional practices that build and sustain just societies.

John Jay has become a national convener of justice issues, a nonpartisan forum for data-driven conversations about justice in all its dimensions. The College hosts many conferences on a range of topics to promote national, international and interdisciplinary exploration of justice issues in their broadest sense. These events, such as the Smart on Crime conference, bring together prominent scholars, practitioners, government leaders, justice advocates and international organizations.

The College is home to 11 vibrant centers and institutes that produce intelligence that is used by corporations, academic researchers, policy makers and the media. One of the best-known research centers is the National Network for Safe Communities, directed by David Kennedy, the preeminent scholar in the field of crime and gang violence reduction strategies. The Center for Policing Equity is led by renowned sociologist Dr. Philip Atiba Goff. Other well-respected

research centers at John Jay include the Center for Cybercrime Studies, Center for International Human Rights, Center on Terrorism, the Christian Regenhard Center for Emergency Response Studies, Prisoner Reentry Institute and the Center on Media, Crime and Justice.

## 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.

## MISSION

John Jay College of Criminal Justice is a community of motivated and intellectually committed individuals who explore justice in its many dimensions. The College's liberal arts curriculum equips students to pursue advanced study and meaningful, rewarding careers in the public, private, and non-profit sectors. Our professional programs introduce students to foundational and newly emerging fields and prepare them for advancement within their chosen professions.

Our students are eager to engage in original research and experiential learning, excited to study in one of the world's most dynamic cities, and passionate about shaping the future. Through their studies our students prepare for ethical leadership, global citizenship, and engaged service. Our faculty members are exceptional teachers who encourage students to join them in pursuing transformative scholarship and creative activities. Through their research our faculty advances knowledge and informs professional practices that build and sustain just societies.

We foster an inclusive and diverse community drawn from our city, our country, and the world. We are dedicated to educating traditionally underrepresented groups and committed to increasing diversity in the workforce. The breadth of our community motivates us to question

our assumptions, to consider multiple perspectives, to think critically, and to develop the humility that comes with global understanding. We educate fierce advocates for justice.

## ORGANIZATION CHART

**Appendix A** displays an organization chart.

## RELEVANT POLICIES

As a part of The City University of New York (CUNY), a public university system, the College adheres to federal, state, and city laws and regulations regarding non-discrimination and affirmative action including among others, Executive Order 11246, as amended, Titles VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Sections 503 and 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, Section 402 of the Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended, the Equal Pay Act of 1963, the Age Discrimination in Employment Act of 1967, as amended and the Age Discrimination Act of 1975, the New York State Human Rights Law and the New York City Human Rights Law. The "protected classes," delineated in Executive Order 11246 and updates are: American Indian or Alaska Native, Asian, Black or African American, Hispanic or Latino, Native Hawaiian or Other Pacific Islander, Two or More Races, and Women. Additionally, the Chancellor of CUNY designated Italian Americans as a protected group in 1976 and CUNY prepares a separate Italian American Affirmative Action Plan.

CUNY has posted its policies and procedures on non-discrimination, sexual misconduct, and affirmative action on its website.

[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)

## Equal Opportunity and Non-Discrimination Policy

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

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

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

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

## **Affirmative Action Policy**

The University's overall policy on Affirmative Action of May 28, 1985 is part of CUNY's Manual of General Policy.

### *ARTICLE V FACULTY, STAFF AND ADMINISTRATION*

#### *Policy 5.04 - Affirmative Action:*

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

## **Sexual Misconduct Policy**

CUNY's Policy on Sexual Misconduct addresses sexual harassment, gender-based harassment and sexual violence. It outlines procedures applicable to students and employees for addressing complaints. The text of the policy statement follows:

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

*Defining conduct that constitutes prohibited Sexual Misconduct;*

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

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

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



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

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

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

CUNY has established the following policies. Links are accurate as of June, 2018.

[The CUNY Policy on Equal Opportunity and Nondiscrimination](#) prohibits discrimination on the basis of numerous protected characteristics in accordance with federal, state and local law, and addresses sex discrimination other than Sexual Misconduct covered by this policy.

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

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

[The CUNY Procedures for Implementing Reasonable Accommodations and Academic Adjustments](#) addresses the procedures CUNY will follow when there is a request for a reasonable accommodation or academic adjustment.

In addition, CUNY campuses are required to report crime statistics, including statistics relating to sexual violence, under the federal Jeanne Clery Act. Information is available from the Office of Public Safety at <https://www.jjay.cuny.edu/department-public-safety>

## Other Policies

It is the policy of the 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.

The College policy is reaffirmed by the President annually. **Appendix B** contains a copy of the annual Reaffirmation Letter which was issued on September 11, 2018).

## RESPONSIBILITY FOR IMPLEMENTATION

While the entire College community participates in promoting diversity and inclusion, the College has assigned certain responsibilities for implementing Affirmative Action programs.

## The President

The President, (Karol Mason), oversees implementation of Affirmative Action and diversity programs, ensuring compliance with federal, state, and city laws, rules and regulations as well as University policies. Additionally, the President:

- Designates personnel responsible for managing Affirmative Action, diversity, and compliance efforts, including a Chief Diversity Officer (CDO), 504/Americans with Disabilities Act (A.D.A.) Coordinator and Title IX Coordinator;
- Ensures responsible personnel have the authority, staff, and other resources to successfully fulfill their assigned responsibilities;
- Communicates a commitment to equal employment opportunity programs and issues an Annual Re-Affirmation supporting affirmative action, diversity and equal opportunity (see copy of Re-Affirmation Letter in **Appendix B.**); and
- Approves and submits required reports, including this Affirmative Action Plan.

## Chief Diversity Officer

The President has designated Silvia Montalban, Esq., Director of Compliance and Diversity as the Chief Diversity Officer (CDO). As the President's primary designee, the CDO:

- Provides confidential consultation for, investigates and resolves discrimination/harassment complaints;
- Distributes relevant policies, notices and revisions, and assures integration into training programs, search committee orientations, websites, and other media;
- Prepares and communicates Affirmative Action Plan reports and evaluates the impact of specific initiatives and Affirmative Action programs overall;
- Consults with search committees and hiring managers on recruitment and selection, overseeing search plans and effective recruitment/selection strategies to promote a diverse workforce; and
- Assures the College's participation in university-wide initiatives promoting diversity and inclusion.

## College Officials

College executives, department chairpersons, managers, and supervisors are critical partners in the equal employment/affirmative action program. They help ensure compliance with regulations and policies, foster an inclusive environment, and assist in developing, maintaining, and implementing the Affirmative Action Plan.

## Committee(s) on Diversity and Inclusion

The College has a standing committee advising the President in formulating and implementing affirmative action policy; reviewing the impact of any policies on the College governance plan; developing and implementing strategic diversity plans and promoting College programs to reflect pluralistic values and goals.

Committee members for 2017-2018 were:

### Co-Chairs

**Silvia Montalban:** Director of Compliance and Diversity

**Michael Martinez-Sachs:** Assistant Vice President of Student Affairs and Dean of Students  
Members

### Members

**Mindy Bockstein:** Executive Director, External Affairs

**Daniel DiPrenda:** Adjunct Professor, Law and Police Science

**Delmar Dualeh:** Faculty Counselor, SEEK/Adjunct Professor

**Cheryl Franks:** Faculty Counselor, SEEK/ Adjunct Professor

**Rulisa Galloway- Perry:** Academic Advising Director and Senior Co-Curricular Administrator,  
African Studies

**Laura Ginns:** Vice President, Public Affairs and Strategic Initiatives

**Jessica Gordon-Nembhard:** Chair, Africana Studies

**Nadia Griffith- Allen:** Deputy Director, Office of Accessibility Services

**Sylvia Lopez- Crespo:** Director, Financial Aid

**Mayra Nieves:** Senior International Officer, Academic Affairs

**Danielle Officer:** Director, Center for Student Involvement & Leadership

**Chrissy Pacheco:** SEEK Financial Aid Coordinator /Foster Care Initiative Financial Aid Liaison

**Allison Pease:** Associate to the Provost for Faculty & English Professor

**Richard Pusateri:** Military and Veteran's Services Manager

**Jodie G. Roure:** Associate Professor, Latin American and Latina/o Studies

**Will Simpkins:** Senior Director, Center for Career and Professional Development

**Raj Singh:** Assistant Vice President Administration

**Rama Sudhakar:** Chief Communications Officer, Marketing & Communications

**Daryl A. Wout:** Associate Professor, Psychology

**Peggilee Wupperman:** Associate Professor, Psychology

### Student Members

Paula Caceres: (Undergraduate)

Adam Fane (Undergraduate)

Bianca Hayles: (Undergraduate)

Fortune-Armstrong M. Kuverua: (Graduate)

## University Management

The University's Office of Recruitment and Diversity reports summary statistics to senior management on a quarterly basis and provides periodic data files to the college. Details of University reports and diversity programs are provided here:

[Click for University Diversity Resources](#)

## PART TWO: DATA AND ANALYSIS

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The College analyzes data using multiple methods prescribed by regulation and best practice in preparing Affirmative Action Plans. No one method provides a complete picture, and none should be used as a sole measurement. Methods include:

- Workforce Analysis of employees within organizational units;
- Establishment of Job Groups and relevant academic Disciplines;
- Development of Labor Market Availability measures;
- Utilization Analysis for Job Groups and Disciplines;
- Review of Personnel Actions (e.g., Hiring, Separation, Promotion);
- Review of Recruitment Activity;
- Review of Hiring from Civil Service applicant pools; and
- Review of Compensation.

Individuals interested in learning more about data analysis in Affirmative Action Plans may wish to refer to resources provided by the U.S. Department of Labor's Office of Contract Compliance Programs (OFCCP), [click here: U.S. Department of Labor Website](#)

The source for this review and all subsequent data is an extract from CUNY's system of record, CUNYFirst, of full-time active employees and employees on selected paid leaves (such as medical leave or fellowship/sabbatical leave) as of June 1, 2018. The population does not include student workers or individuals employed by CUNY's Research Foundation. We created this extract in July, 2018.

To evaluate representation by race/ethnicity, we use federally-mandated categories of Asian, Black/African American, and Hispanic. Employees who identify as American Indian/Alaska Native and employees who identify as "Two or More Races" are not listed separately, but are included in the Total Minority category. Employees identifying as Hawaiian/Native Pacific Islander are listed with the Asian category.

To evaluate representation by gender, we use federally-mandated categories of Male and Female.

## **WORKFORCE ANALYSIS**

The Workforce Analysis is a review of protected groups (gender and ethnicity) organized by department/unit and presented by job title in descending hierarchical order.

The Workforce Analysis is intended to review overall representation of females or minorities by organizational unit and title/rank within unit.

Due to length, the Workforce Analysis charts are not included in the Plan.

The College conducted a self-identification canvas in May 2018 by contacting employees via email, encouraging them to update self-identification data. The College provided instructions and a Question and Answer document explaining the reasons behind collecting self-identification data, while stressing that providing this information was voluntary.

In total, 0 employees at the College did not identify a gender and 0 employees either did not identify a race/ethnicity or did not completely specify one (for example, identified as non-Hispanic without providing a specific race).

## **JOB GROUPS, DISCIPLINES AND MARKET DATA**

We base further analyses on creating job groups consisting of job titles with similar responsibilities and opportunities for advancement. We conduct additional analyses for Faculty and College Laboratory Technicians with groupings based on instructional program (discipline) and academic department.

Appendix C presents further details of the titles included in each Job Group.

### **Job Groups**

Job Groups are comprised of similar job titles based on duties, qualifications, and other conditions of employment. The University reviews groupings annually. The Exhibit on the following page lists the Job Groups and summarizes College staffing in each group.

*Exhibit: Job Groups and Staffing 6/1/18*

### **Disciplines for Faculty and College Laboratory Technicians**

Within each Faculty job group, we analyze utilization by academic program or discipline. The University codes its disciplines using the U.S. Dept. of Education "Classification of Instructional Programs" (CIP) and each College assigns its academic departments to the disciplines. On an exception basis, we calculate a blended labor market availability for interdisciplinary programs. Where multiple departments are assigned to the same discipline, Chief Diversity Officers may review a break-out by department.

We assign College Laboratory Technicians to one of two groups, based on assigned department: College Laboratory Technicians-Science, Technology, and Engineering, and

## Exhibit: Workforce Summary

John Jay College

Total Employees: 1,037

### Executive/Administrative/Managerial

Job Group	Staff	Female #	Female %	Minority #	Minority %
Administration 1 (Executive)	22	10	45.5%	6	27.3%
Administration 2 (Manager)	156	111	71.2%	89	57.1%
Facility Manager	5	2	40.0%	3	60.0%
IT Computer Manager	4	1	25.0%	3	75.0%
Security Manager	2	0	0.0%	2	100.0%

### Professional Faculty

Job Group	Staff	Female #	Female %	Minority #	Minority %
Faculty-Professorial	360	179	49.7%	114	31.7%
Faculty-Lecturer	51	21	41.2%	20	39.2%

### Professional Non-Faculty

Job Group	Staff	Female #	Female %	Minority #	Minority %
Accountant	4	3	75.0%	4	100.0%
Administration 3 (Professional)	178	129	72.5%	118	66.3%
Administration 5 (Engineer-Architect)	1	1	100.0%	1	100.0%
IT Computer Professional	30	9	30.0%	25	83.3%

### Administrative Support Workers

Job Group	Staff	Female #	Female %	Minority #	Minority %
Accountant Assistant	3	3	100.0%	3	100.0%
Administrative Assistant	6	6	100.0%	6	100.0%
Office Assistant	33	29	87.9%	29	87.9%
Mail Services Worker	5	0	0.0%	4	80.0%

### Craft Workers

Job Group	Staff	Female #	Female %	Minority #	Minority %
Basic Crafts-Buildings and Grounds	8	0	0.0%	6	75.0%
Laborers and Helpers	14	0	0.0%	12	85.7%
Skilled Trades-Supervisor	2	0	0.0%	1	50.0%
Skilled Trades	18	0	0.0%	4	22.2%

### Technicians

Job Group	Staff	Female #	Female %	Minority #	Minority %
Administration 4 (College Lab Tech)	11	8	72.7%	6	54.5%
Broadcast/Media	6	0	0.0%	4	66.7%
IT Support Technician	5	3	60.0%	5	100.0%
Print Shop	7	2	28.6%	5	71.4%

### Service Workers and Others

Job Group	Staff	Female #	Female %	Minority #	Minority %
Campus Peace Officer-Sergeant	10	2	20.0%	7	70.0%
Campus Peace Officer-Level 1	45	24	53.3%	43	95.6%
Custodial Supervisor	5	1	20.0%	5	100.0%
Custodial	46	23	50.0%	42	91.3%

College Laboratory Technicians-Other.

**Appendix D** details the academic program assignments used at the College for Faculty and College Laboratory Technicians.

## Labor Market Availability

Labor Market Availability is the measurement used to benchmark utilization of protected groups. It represents the proportion of each protected group available for employment in the labor market from which we recruit.

The University calculates availability by job group and discipline, based on internal and external factors. The internal labor market is an estimate of eligible employees on a promotional path into a job group and has been calculated based on employee data in either fall 2013 or spring 2014. The external labor market uses location and qualifications of individuals available for employment, typically an education and geographic factor. Educational data comes from “Earned Degrees Conferred” reports from the U.S. Department of Education (2013-2014 figures) and other information comes from the *American Community Survey of the U.S. Census* (2007-2011). Geographic factors may be National (generally for highest-level positions and faculty), Regional (the four-state region of New York, New Jersey, Pennsylvania, and Connecticut), or Local (New York City).

CUNY reviews and updates Labor Market Availability figures every other year. There were updates made to the availability data 2016-2017 reporting year.

**Appendix C** (previously referenced) lists availability factors and weightings.

## UTILIZATION ANALYSIS

### Discussion

The College reviewed its employee population by Job Group and protected class in comparison to Labor Market Availability for groups where there are five or more employees.

We report underutilization when significantly fewer minorities or women are employed than would be reasonably expected given availability. We report underutilization where the utilization is more than 20% below availability and the difference can be expressed as at least one full-time equivalent employee.

Job Groups and Disciplines for which there is underutilization are considered priorities for College Affirmative Action programs.

**Appendix E** details each individual Job Group/Affirmative Action Unit and Academic Program/Category (Faculty and College Laboratory Technicians).



Changes in underutilization from year to year may arise from multiple factors. These include hires, separations (including voluntary separations and retirements), updated Labor Market Availability and changes to the composition of Job Groups or Disciplines. It is often not possible to pinpoint a single, direct cause, and it may not always be possible to anticipate and/or prevent increases in underutilization in borderline situations.

The following Exhibit summarizes staffing and underutilization for each job group with a comparison to the two previous years.

***Exhibit: Summary of Historical Changes in Underutilization***



**Exhibit: Summary of Historical Changes in Underutilization - Lab Techs**

**John Jay College**

This is a summary of utilization, and underutilization, of protected groups by functional grouping for College Laboratory Technicians (CLTs). Only those groups with five or more employees are included here.

This version compares underutilization for this report (2018) to that reported in the 2017 Affirmative Action Plan. If there is no entry under Total Staff, this means that the discipline was not reported in the Affirmative Action Plan in one of the years.

Boxes in red represent increases in underutilization (negative progress); boxes in green represent decreases in underutilization (positive progress).

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

Job Category	UNDERUTILIZATION											
	Total Staff		Female		Total Minority		Asian/Nat. Haw./Other Pac. Isl.		Black/African Am.		Hispanic/Latino	
	2018	2017	2018	2017	2018	2017	2018	2017	2018	2017	2018	2017
<b>College Lab Tech - Science, Tech, Eng.</b>	11	12							1	1		

## Exhibit: Summary of Historical Changes in Underutilization - Faculty

### John Jay College

This is a summary of utilization, and underutilization, of protected groups by job group and a specified faculty program (or "discipline"). Only those groups with five or more employees are included here.

This version compares underutilization for this report (2018) to that reported in the 2017 Affirmative Action Plan. Differences in assigning faculty to disciplines mean that year-to-year comparisons are approximate.

Boxes in red represent increases in underutilization (negative progress); boxes in green represent decreases in underutilization (positive progress).

Exhibit: Summary of Historical Changes in Underutilization - Faculty

Job Group: Faculty-Professorial

Discipline	UNDERUTILIZATION											
	Total Staff		Female		Total Minority		Asian/Nat. Haw./Other Pac. Isl.		Black/African Am.		Hispanic/Latino	
	2018	2017	2018	2017	2018	2017	2018	2017	2018	2017	2018	2017
Area, Ethnic, Cultural, Gender, and Group Studies	15	15					1	1				
Business, Management, Marketing, Support Services	8	7	2	1	1		1		1			
Communications, Journalism, etc. AND Visual and Performing Arts	8	8			1	1			1	1		
Education - Developmental	11	11					1	1				
English Language and Literature/Letters	38	38										
Foreign Languages, Literatures, and Linguistics	6	5										
History	17	18										
Homeland Security, Law Enforcement, Firefighting, etc.	51	47	11	12					4	4		
Library (Librarians/Non-Teaching)	12	12								1	1	
Mathematics and Computer Science	17	17									1	1
Multi/Interdisciplinary Studies	7	8			2	2		1	1	1	1	
Philosophy and Religious Studies	11	11										
Physical Sciences	23	22										
Psychology	44	44	8	8							1	1
Public Administration and Social Service Professions	24	26	4	5	4	3			4	3	1	1
Social Sciences	57	57										
Visual and Performing Arts	9	9					1	1				

Exhibit: Summary of Historical Changes in Underutilization - Faculty

Job Group: Faculty-Lecturer

Discipline	UNDERUTILIZATION											
	Total Staff		Female		Total Minority		Asian/Nat. Haw./Other Pac. Isl.		Black/African Am.		Hispanic/Latino	
	2018	2017	2018	2017	2018	2017	2018	2017	2018	2017	2018	2017
English Language and Literature/Letters	14	12										1
Homeland Security, Law Enforcement, Firefighting, etc.	6	5	3	3	2	2			1	1	1	1
Mathematics and Computer Science	10	7	2				1					
Public Administration and Social Service Professions	5	5	2	3	1						1	

## Utilization, Underutilization, and Placement Goals

A collection of concurrent factors influence fluctuation in underutilization rate across the job categories. In the last reporting period, the College had an increase in new hires which changed the total full-time workforce from 1015 from the prior reporting period to 1037 total employees in this reporting period and on the June 1, 2018 date of record for the employee census for proposes of this Plan. The Office of Compliance and Diversity, through the Chief Diversity Officer (CDO) makes good faith efforts by implementing a systematic recruitment protocols that are aligned with CUNY's search process requirements. The CDO's Office, in fulfilling its responsibility to monitor fairness in recruitment efforts and hiring, engages in an extensive interactive process. Namely, the CDO confers with HR and the hiring department regarding any targeted recruitment and outreach efforts in order to increase the likelihood that all job applicant pools will yield a diverse array of qualified candidates. The CDO reviews postings for non-discriminatory language and logs each recruitment effort for posted positions. The CDO's office charges all search committees to ensure that search committee members are aware of underutilization information and diversification commitment of the College. The search committees receive guidance on the CUNY recruitment procedure and on recent relevant legislation and interview guidelines. The search committee is apprised of the incumbency status, as compared to labor market availability, and underutilization data of any protected groups within the job group.

Additionally, multiple departments engage the community and provide ad-hoc trainings with the goals to increase awareness of discriminatory hiring practices, knowledge of inclusive recruitment strategies and tools to overcome unconscious biases and underutilization. Below are some examples of such initiatives:

- Building on the success of earlier dialogue around workforce diversification, the Office of Academic Affairs will be raising attention to this issue at all the Faculty Development Day (FDD) events focusing on **Best Practices for the Recruitment and Retention of an Anti-Racist Multicultural Workforce**. The last session was attended by 17 participants.
- To maximize outreach, the Office of Academic Affairs continues to organize half-a-day workshops targeting search committee participants on the same topic. 55 People attended.

Through these ongoing dialogues, the College has been driving positive change in underutilization by developing an overall climate for inclusiveness in a diverse workforce.

In Comparison to last year, Four (4) job groups increased the underutilization rates in the Administrative Staff titles. One factor could be, as noted above, the changes to the availability data. Equally important is that Five (5) job groups lowered the underutilization rates.

The Four (4) with increases are:

Admin 2 – Four (4) UU in the API category an increase of Four (4) from 2017-2018.

Skilled trades – One (1) UU in the Total Minority and Back/African American category an increase of One (1) from 2017-2018.

Broadcast/media – One (1) UU in the female category an increase of One (1) from 2017-2018.

Campus Peace Officers – Three (3) UU in the Black/African American category an increase of Three (3) from 2017-2018.

The Five (5) with decreases are:

Facility Manager – One (1) UU decrease from His/Latino category down from Two (2) UUs from 2017-2018.

Administration 3 – Seven (7) UU decrease from API category down from Eight (8) UUs from 2017-2018.

Administrative Assistant – Zero (0) UU decrease from API down from One (1) UUs from 2017-2018.

Print shop – Zero (0) UU decrease from Female down from One (1) UU from 2017-2018.

Custodial Supervisor – Zero (0) UU decrease from Female down from One (1) UU from 2017-2018.

The rest of the titles had no changes in UU.

In Comparison to last year, Two (2) departments had increases in underutilization rates in the Faculty titles. One factor could be as noted above the changes to the availability data. Equally important is that Three (3) job groups lowered the underutilization rates.

The Two (2) departments with increases:

Business, Management, Marketing, Support (Economics) – Two (2) UU increases in Female category and One (1) increase in the Total Minority, API and Black/African American.

Public Administration and Social Service Professions: Four (4) UU increase in Total Minority and Black/African American.

The Three (3) departments with decreases:

Homeland Security, Law Enforcement, Firefighting, etc (Criminal Justice, Law, Police Sci & CrimJustice Adm and Security, Fire and Emergency) – Eleven (11) UU decrease from Female category from Twelve (12) UU from 2016-2017.

Library – Zero (0) UU decrease from Black/African American down from One (1) UU from 2017-2018.

Multi/Interdisciplinary Studies – Zero (0) UU decrease from API down from One (1) UU from 2017-2018.

The rest of the departments had no changes in UU.



## OTHER ANALYSES

### Personnel Activity

We review personnel actions for potential adverse impact, meaning personnel selections at different rates for different groups.

**Appendix F** provides detail on personnel activity by Job Group:

- Job Actions by Job Group and Ethnicity
- Job Actions by Job Group and Gender
- Faculty Tenure Actions by Department, Title, and Ethnicity
- Faculty Tenure Actions by Department, Title, and Gender

We compared employee title changes between reference dates (i.e., July 1, 2017 and June 1, 2018). The reports track hires, moves to a higher or lower Job Group, moves within a Job Group, and Separations.

Personnel actions involving employees who leave one Job Group to take a position in another are reported as two actions and are listed as having separated from one group and joined another group.

Tenure is a permanent status granted to Professorial Faculty and College Laboratory Technicians. Lecturers are eligible for a similar status, Certificate of Continuous Employment (CCE). Individuals are eligible after meeting service requirements. There is an additional review process for Professorial Faculty, involving departmental and College-wide Personnel and Budget Committees making recommendations to the President. The President reports approved candidates to the CUNY Board of Trustees. It is also possible in rare cases for a senior individual to be hired with Tenure. Faculty reported here received tenure/CCE status effective September 1, 2017.

The tenure report tracks the following statuses:

- Awarded Tenure
- Hired with Tenure
- Denied Tenure.

A review of the tenure decisions effective September 1, 2017 reveals the following:

Twenty-Four (24) members of the professoriate applied and granted tenure. An increase of

Nine (9) from 2016-2017. The Nine (9) also increased the amount of Total minorities hired. They are specifically made up into nineteen (19) professorial titles and five (4) are Administration 4 (CLT).

- Twelve (12) Associate Professors applied/were granted for tenure. The tenure recipients included six (6) females. Also among the recipients were one (1) Hispanics Female, one (1) Asian/Pacific Islanders Female. The six male recipients included one (Black) male.
- Three (3) Assistant Professors applied/were granted tenure. The tenure recipients included one (1) Black female and two (2) Hispanic of which one (1) is a female.
- Five (5) lecturers applied/were granted tenure. Recipients included three (3) females, one (1) Black/African American.
- One (3) Admin 4, One (1) Male white Chief College Lab Tech applied for tenure and received it. Three (3) College Lab Tech applied/granted tenure which included Two (2) Asian and one (1) Hispanic female.

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

## Recruiting Activity

Recruiting and selection take place within a process designed to promote both effectiveness and diversity. Prior to posting a position, the Chief Diversity Officer reviews and approves the posting language from the standpoint of any requirements that may impose bias. In most cases, the Chief Diversity Officer also creates and/or reviews a Search Plan outlining intended methods of outreach for the position.

Many hiring projects are conducted by a diverse Search Committee, particularly searches for faculty, administrators, and executives. The Chief Diversity Officer provides an orientation, or “charge”, to committee members on effective selection practices, including practices aimed at reducing the potential for bias. The CDO reviews the applicant pool for sufficient representation and certifies the pool prior to a review by the committee. The CDO reviews the list of individuals selected for interviews, and at the end of the recruiting process, approves the entire search.

The standard in evaluating recruiting data is referred to as Impact Analysis. Federal guidelines recommend that “Adverse Impact” may occur when any one group has a selection rate which is less than 80% of the selection rate of the group which is most frequently selected.

**Appendix G** summarizes recruiting, by job group, data based on currently available information about searches that were noted as officially concluded with a job offer between June 1, 2017 and May 31, 2018.

For some job groups, notably faculty, there is a time gap between offers and start dates.

For recruiting reviews, we track timing on the basis of the close of the search (accepted job offer). Also, we report on all searches resulting in an offer, regardless of whether the search is cancelled at some point after an offer is made.

Currently, applicant categories follow the *Internet Applicant Rule* and consist of:

- Applicant (Qualified individual submitting an application for a specific position)
- Interview (Selected for an interview, and interviewed)
- Offer/Hire (Selected for the position)

As with many higher education institutions, there may be a gap in time between offer and hire for faculty members, as they are generally selected in the spring to teach the following fall. This time period can span two academic years. We report recruiting data based upon the date the search closes, and we report personnel activity data based on the employee's hire date. Thus the number of hires in recruiting exhibits may not match the number of hires in the personnel exhibits.

In the normal conduct of business, the Chief Diversity Officer reviews applicant self-identification data and determines whether there is a need for real-time adjustments to recruiting and outreach plans in order to assure diverse, qualified applicant pools. The Chief Diversity Officer may require additional outreach prior to proceeding with selection and/or interviews should there be a concern that applicant pools are not sufficiently diverse.

The actions completed during the previous 12 months are summarized as follow:

Many factors impact the data. One of particular importance was the changes to the availability rate, the increase in hires and the addition of Substitute hires which are an interim measure to meet staffing demands before recruitment is conducted.

Recruitment efforts do not include Substitute titles thus appointments of substitutes are not monitored by the CDO. Also unlike last year, this year John Jay College's Office of Human Resources started utilizing the TAM feature in CUNYFirst thus, why we have Offers and Hires at different rates of interviews.

There was an increase in searches from 58 last year (2016-2018) to a total of 114 recruitment searches (some for multiple positions in one posting) 2017-2018.

Those searches yielded 12,588 applicants (including those searches that failed/cancelled). An increase from 5,817 applicants in 2016-2017.

Key:

API= Asian/Other Pacific Islander

B/AFAM = Black/African American

His = Hispanic/Latino

TorM = Two or More

TM = Total Minority

W = White

Over all Total Summary:

1,664 API, 3,111 B/AFAM, 2,667 His, 402 TorM, and 4,041 Not Minority and 674 Unknown. All have increased from the 2016-2017 reporting period.

6,099 were females, 4,820 were Males and 1,669 other for a total of 12,588. All have increased from the 2016-2017 reporting period.

211 were Veterans and 443 self-identified as having a disability. All have increased from the 2016-2017 reporting period.

Applicant: Qualified individual submitting an application for a specific position.

1,473 API, 2,698 B/AFAM, 2,348 His, 356 TorM, and 3,616 W and 674 Unknown. All have increased from the 2017-2018 reporting period.

5,253 were females, 4,365 were Males and 1,499 Other for a total of 11,117. All have increased from the 2017-2018 reporting period.

200 were Veterans and 403 self-identified as having a disability. All have increased from the 2017-2018 reporting period.

There were 440 interviews: 166 Male and 229 Females. 56 API, 92 B/AFAM, 115 His, 13 TorM and 139 W. 94 Job Offers of which 30 were Male, 48 females and 16 other. 9 API, 14 B/AFAM, 26 His, and 1 TorM, 35 W. Unfortunately, these numbers are low compared to the amount of searches we had this year. We estimate that our continuous aggressive outreach will make a difference during the 2018-2019 reporting period.

There were 114 total new hires. This is a breakdown of job groups in which there was recruitment:

Administration 1 – There were Four (4) separations all females white (not Hispanic) during this reporting period. There were Four (4) new hires, Two (2) Females and two (2) Males all White.

Applicants 470 (62 API, 97 B/AFAM, 50 His, 15 TorM, 228 TM, 226 W, 16 UN), 172 Females. Interviewed = 25 (2 API, 8 B/AFAM, 5 His, 15 TM, 1 UN, 9W), 12 Females. Offered = 4 (1 API, 2 W), No Females.

Administration 2 – There were 14 separations (2 API, 1 B/AFM, 2 His) of which 10 were females and Four (4) males during this reporting period. There were 13 new hires (2 API, 3 B/AFAM, 4 His, 4 W) of which Eight (8) were females. There was an increase of four (4) UU in the API category for 2018 reporting period from zero (0) in 2017.

Applicants 1,499 (136 API, 348 B/AFAM, 376 His, 57 TorM, 834 TM, 565 W, 100 UN), 1,022 Females.

Interviewed = 76 (11API, 11 B/AFAM, 14 His, 1 TorM, 37 TM, 31 W, 8 UN), 37 females.

Offers = 14 (2 API, 2 B/AFAM, 3 His, 1 TorM, 8 TM, 5 W, 1 UN), 6 Females.

Security Manager – There was 1 security Hire, Male His.

Applicants 164 (7 API, 43 B/AFAM, 32 His, 3 TorM, 85 TM, 68 W, 16 UN), 21 Females.

Interviewed = 1 (1 His = 1 TM).

Offered = 1 (1 His = 1 TM).

### Professional Non-Faculty

In Professional Non-Faculty titles there were 21 separations (3 B/AFAM, 2 His = 5 TM, 16 W) 1 Individual w/disability. There were 32 total hires (2 API, 5 B/AFAM, 4 His = 11 TM, 21 W). There were decreases in UU in API from eight (8) 2017- to seven (7) 2018. In Administration 3, there was a decrease in UU in the API category from eight (8) 2017- to seven (7) 2018.

### **Summary**

Applicants 5,628 (746 API, 1,607 B/AFAM, 1,305 His, 204 TorM, 3,876 TM, 1,451 W), 3,197 Females.

Interviewed = 227 (30 API, 50 B/AFAM, 67 His, 5 TorM, 152 TM, 63 W), 130 Females.

Offer = 40 (3 API, 6 B/AFAM, 14 His, 23 TM, 13 W, 4 UN), 26 Females.

Administration 3 – In this Job Group there were 22 Separations. 12 Females, 10 Males (2 API, 8 B/AFAM, 6 His). There were 27 new hires, 18 Females, 9 Males (3 APR, 4 B/AFAM, 9 His, 8 W, 2 UN).

Also note that this Job group has a consistent year over year UU of 8 for API. The College's efforts have concentrated on attracting more candidates for this category. Due to increase awareness and initiatives the significant UU rate of 8 in 2017 went to 7 for the 2018 reporting period.

Applicants 5,076 (596 API, 1,478 B/AFAM, 1,177 His, 187 TorM, 3,452 TM, 1,346 W), 3,105 Females.

Interviewed = 198 (21 API, 48 B/AFAM, 57 His, 4 TorM, 130 TM, 60 W), 125 Females.

Offer = 35 (2 API, 5 B/AFAM, 14 His, 21 TM, 12 W, 2 UN), 23 Females.

Administration 4 (College Lab Tech – Had One (1) new hire One (1) W, Female. The UU rate of One (1) remained the same for B/AFAM.

Applicants 3 (1 API, 1 His, 1 W), 1 Females.

Interviewed = 1 (1W), 1 Females.

Offer = 1 (1W), 1 Females

It Professionals – There continues to be no UU in this job group. There were Four (4) new hires (1 API, 1 B/AFAM, 1 TM, 1 W), 2 Females.

Applicants 552 (150 API, 129 B/AFAM, 128 His, 17 TorM, 424 TM, 95 105 W), 92 Females.  
Interviewed = 29 (9 API, 2 B/AFAM, 10 His, 1 TorM, 22 TM, 3 W), 5 Females  
Offered = 5 (1 API, 1 B/AFAM, 2 TM, 1 NM, 2 UN, 1 W), 3 Females.

Administrative Support – Although there was a decrease in staffing the UU rate of one (1) went to zero in the API category. The UU of One (1) remains the same for B/AFAM. There was no Recruitment but Two (2) hires from the Civil Service Pool in this category (see below).

### Craft Workers

This job group had two (2) separations, 2 males (1 His, 1 W). It had 1 new Male hire, White.

Buildings and Grounds and Laborers continue to have UU rate of Two (2) in the Female category. The staffing has remained the same but there was One (1) new hire White.

Skilled trades had a decrease in staffing from 20 to 18 but had One (1) hire (1 W). This increased the UU rate from zero (0) to One (1) in the Total Minority category. The UU rate of One (1) remains the same in the B/AFAM category. As noted by the Applicant numbers it had a healthy pool of candidates. The College has to enhance its efforts to attract more diverse candidates for interviews/hires for this group.

Applicants 96 (4 API, 22 B/AFAM, 35 His, 5 TorM, 66 TM, 27 W), 6 Females.  
Interviewed = 3 (2 B/AFAM, 1 W), 0 Females  
Offered = 1 (1 W), 0 Females.

### Technician titles

#### Summary

Applicants 469 (64 API, 112 B/AFAM, 121 His, 19 TorM = 317 TM, 128 W, 24 UN) 123 Females.  
Interviewed = 28 (4 API, 5 B/AFAM, 4 His, 2 TorM = 15 TM, 10 W, 3 UN), 11 Females.  
Offered = 6 (1 His, 1 TM, 2 UN)

Broadcast/Media Technicians – This job group had two (2) separations, one (1) Male and one (1) Female both white. This title had an increase in staffing of 3 hires, Three (3) Males (1 B/AFAM, 1 His = 2 TM), which created an increase in underutilization in the Female group to One (1).

Applicants 245 (21 API, 65 B/AFAM, 12 His, 2 OM = 44 TM, 73 W, 15 UN) 44 Females.  
Interviewed = 16 (2 API, 2 B/AFAM, 2 His, 2 TorM = 8 TM, 6 W, 2 UN), 5 Females.  
Offered = 3 (1 His, 1 TM, 2 UN)

Print Shop – The staffing numbers remain the same but there were one (1) separations,

Male white and two (2) new hires One (1) female, One (1) Male both white. The Female hire decreased the UU from One (1) in the Female category to zero (0).

Applicants 221 (42 API, 47 B/AFAM, 63 His, 2 TorM, 158 TM, 54 W, 19 UN) 78 Females.  
Interviewed = 11 (2 API, 3 B/AFAM, 2 His, 7 TM, 3 W, 1 UN), 5 Females.  
Offered = 2 both white and 1 female.

### Service Workers and Others

#### Summary

Applicants 630 (22 API, 277 B/AFAM, 221 His, 16 TorM, 541 TM, 64 W), 105 Females  
Interviewed = 20 (9 B/AFAM, 9 His, 1 TorM, 19 TM, 1 W), 11 Females  
Offered = 6 (3 B/AFAM, 2 His, 3 TM, 1 W), 3 Females.

Custodial – There were 2 separations in this job group two (2) males one (1) white and one (1) B/AFAM. There was an increase in hires in this job group from 2017 (43 staff) to 46 in 2018. Of the Five (5) new hires, Two (2) are males and Three (3) are females (3 B/AFAM, 1 His = 4 TM). While there are no UU in the “Custodial” group year over year, the 1 UU in 2017 in the “Custodial Supervisor” group decreased to Zero (0) although there were no new hires. It might be due to the availability data change.

Applicants 516 (15 API, 238 B/AFAM, 185 His, 14 TorM, 454 TM, 40 W), 89 Females  
Interviewed = 12 (5 B/AFAM, 5 His, 1 TorM, 11 TM, 1 W), 8 Females  
Offered = 5 (3 B/AFAM, 1 His, 4 TM, 1 W), 3 Females.

Campus Peace Officer – Sergeant – There was a decrease in staff in this job group. There were no new hires and due to the decrease in staff and changes to the availability data there was a significant rise from zero (0) to three (3) UU in the B/AFAM category. The One (1) UU in the API remains the same.

Applicants 58 (3 API, 22 B/AFAM, 17 His, 1 TM, 12 W), 12 Females  
Interviewed = 8 (4 B/AFAM, 4 His, 8 TM), 3 Females  
Offered = 1 (1 His) Male

Faculty/Lecturer – There was a decrease in faculty hires from 365 in 2017 to 358 in 2018 and increase in Lecturers from 43 to 51. Lectures had an increase in UU from 8 in 2017 to 10 in 2018 in the Female category. There were a total of 32 hires (2 API, 5 B/AFAM, 4 His = 11 TM, 16 W, 5 IA), 17 females.

#### Summary

Applicants 2,059 (424 API, 172 B/AFAM, 263 His, 40 TorM = 900 TM, 1,042 W)  
Interviewed = 49 (7 API, 4 B/AFAM, 11 His, 4 TorM = 26 TM, 22 W)  
Offered = 21 (2 API, 3 B/AFAM, 5 His = 10 TM, 10 W, 1 UN)

#### Faculty

Applicants 1,949 (398 API, 163 B/AFAM, 242 His, 39 TorM = 843 TM, 996 W)

Interviewed = 48 (7 API, 4 B/AFAM, 10 His, 4 TorM = 25 TM, 22 W)

Offered = 20 (2 API, 3 B/AFAM, 4 His = 67 TM, 10 W)

Lecturer

Applicants 110 (26 API, 9 B/AFAM, 21 His, 1 TorM = 57 TM, 46 W, 7 UN)

Interviewed = 1 (1 His = 1 TM)

Offered = 20 1 (1 His = 1 TM)

## Hiring from Civil Service Applicant Pools

The College participated in (6) University-wide hiring pools for Classified Civil Service hires. At a hiring pool, applicants who are pre-qualified based on a Civil Service examination score indicate their interest in working at one or more Colleges, and colleges make selections as per Civil Service regulations. These hires are included in the counts of employees hired in Appendix F and the counts of applicants in Appendix G.

<b>Exam</b>	<b>Hires</b>	<b>Race/Ethnicity</b>	<b>Gender</b>
CSA Exam #2051	2 Hires	2 UN	2 UN Males
CSA Exam #2052 1/29/18	2 Hires	1 M, 1 UN	1 UN, 1 Male
CSA Exam #2052 6/28/18	2 Hires	1 B/AFAM, 1 UN	1 UN, 1 Male
Sen. Stationary Exam # 6538	1 Hire	1 UN	1 Male
CUNY Office Assistant Exam #6058	2 Hires	2 UN	1 Male, 1 Female
CPO #2053	2 Hires	2 UN	1 UN, 1 Male

## Compensation

The University develops and manages pay plans according to 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 are subject to bargaining unit contracts, Civil Service regulations, New York City Comptroller's Determinations, and/or University policy, and these factors sometimes limit the flexibility of the pay plans.

We review policies such as:

- Setting of Starting Salaries;



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

We also review salaries by job group and title and evaluate areas where there is a discrepancy of 5% or more based on average salary as well as a material number of employees.

The Chief Diversity Officer and the Human Resources Director discussed compensation best practices and areas of risk with members of the President's Cabinet in the Spring 2018 semester.

## PART THREE: ACTION-ORIENTED PROGRAMS

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This section details a qualitative assessment of programs over the prior year, evaluates how the College has, or has not, achieved its goals, and identifies planned activities aimed at achieving the coming year's goals.

Part Three contains:

- Implementation of Prior-Year Programs
- Implementation of 2018-2019 Programs
- Ongoing Activities in Support of Affirmative Action
- Internal Audit and Reporting.

The Chief Diversity Officer (CDO) 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; and
- Reviews and approves plans to conduct searches to fill job vacancies, both faculty and administrative.

Moreover, each year the College promotes diversity through a program of events. Among the activities to promote diversity, the College sponsored the following in support of Affirmative Action as well as creating a climate of inclusion.

Additionally, as required of the College's Faculty Diversity Strategic Plan (FDSP), a multi-year strategic plan outlining multiple goals and action items around three major goals: Recruitment, Retention and Improve Climate, the CDO's Office maintains close communication with the College's HR, the Office of Academic Research, and the Provost's Office to monitor progress and effectiveness on faculty-targeted programs. Using qualitative data, the CDO's office submits a detailed progress report annually to the University for approval. The CDO's Office ensures that the FDSP and respective progress reports are available to College community through an internal employee-facing intranet and on the College's website:

<http://www.ijay.cuny.edu/diversity-initiatives>. Several notable programs undertaken in 2017 – 2018 are noted below.



## IMPLEMENTATION OF PRIOR-YEAR PROGRAMS

Over the prior plan year, the College undertook the following programs to support Affirmative Action and create a climate of inclusion.

### Exhibit: Summary of Campus Programs, 2017-2018

Item	Program	Impact
#1	<p><b>Disrupting Implicit Bias Workshops/events</b></p> <p>TLC continued to provide several diversity and implicit bias related events. Spring 2018 semester.</p> <p>Latinx Student Mentoring Coffee and conversation. October 2, 2017 with 14 participants.</p> <p>Gender Studies Program at an HIS. October 4, 2017 with 31 participants</p> <p>Baruch College presentation on a CUNY wide Disrupting Implicit Bias research project for Faculty Development Day. January 24, 2018 with 17 participants.</p> <p>Black Teaching Matters coffee and conversation on February 27, 2018 with 15 participants.</p>	<p>The continued goal is to provide awareness and provide Faculty with the tools and information needed to prevent Bias.</p>
#2	<p><b>Professional Development Opportunities for Faculty/ Diversity initiatives</b></p> <p>There were 7 Developmental Seminar's from February 2018 to May 2018. Each seminar drew a lot of participants.</p> <p>In fall 2017 and spring 2018 we held two Faculty Development Days with robust programming targeting a variety of diversity issues.</p>	<p>Faculty attended the workshop which was geared to faculty hiring practices on Diversity.</p> <p>The continuous goal to keep the strategizing plans on best practices for hiring especially in departments with Underutilization rates.</p>
#3	<p><b>CUNY Faculty Fellowship Publication Program (FFPP)</b></p> <p>The CDO's Office, Teaching and Learning Center, and Academic Affairs make diligent efforts to reach a</p>	<p><b>In 2016 – 2017, three John Jay College faculty members were selected for FFPP.</b></p>

	<p>diverse pool of faculty on opportunities available to them for professional growth recognizing that publication of academic works is one of the key criteria for advancement.</p>	
#4	<p><b>Circulate information on Diversity Hiring</b></p> <p>An ongoing basis, Academic Affairs disseminates information to Faculty Chairs and their P&amp;B Committees that were hiring this year on how to increase diversity in faculty hiring that would proactively support the College’s Hispanic Serving Institution (HSI) identity.</p> <p>The CDO’s office actively circulates CUNY Diversity and Recruitment Policy.</p>	<p>The College makes due diligence to address employee underutilization by increasing awareness of the current issue and industry best practices that can diversity employee recruitment.</p> <p>Long-term goals include increasing accountability around diverse talent.</p>
#5	<p><b>Systematic Implementation of Search Committee Protocol</b></p> <p>The CDO’s Office thoroughly incorporates CUNY Office of Recruitment and Diversity’s Search Committee Guidelines in all recruitment search procedures by monitoring job descriptions, offering search committee trainings and by posting supporting resources on the College’s website.</p>	<p>Search Committees are regularly provided with information and best practices with the objective to garner a diverse pool of applicants and apply fair review practices.</p>
#6	<p><b>Woman Center for Gender Justice</b></p> <p>11/7 – Intimate Partner Violence in LGBTQ Communities, facilitated by The Anti-Violence Project, 12 people</p> <p>11/15 – Cecillia Gentili, Discussion with Trans Latina Activist from GHMC, 26 people</p> <p>5/8: Lavender Celebration – 62 people</p>	<p>There have been multiple anecdotal requests for similar training increase employees’ awareness of inclusive practices.</p> <p>The Committee on Diversity and Inclusion plans to coordinate similar training in 2018-2019 academic year.</p>
#8	<p><b>Queer Lunch Series (Fall/Spring)</b></p> <p>The College’s LGBTQ Task Force coordinated monthly lunch series with the goal to lead dialogue around issues important to the LGBTQ community.</p>	<p>The series focused on a wide range of discussion, including “Experiences of Queer People of Color and the importance of mentorship at JJC.”</p> <p>Based on the initiatives’ positive reception, the LGBTQ Task Force plans to continue this program if budget permitted. Over 25 people attended.</p>

#9	<p><b>Distribution of Affirmative Action policies to Leadership</b></p> <p>The College’s Title IX Coordinator/ Director of Compliance and Diversity continues to present on College’s policies on affirmative action and EEO to administrative leaders.</p>	<p>The Director presented to the HEO Council and Council of Chairs on these topics as part of an ongoing efforts for workplace diversity.</p>
#10	<p><b>Wide dissemination of open positions</b></p> <p>The College makes continuous efforts to diversify applicant pool by advertising all positions on the College website, CUNY-wide and external job search engines. To address issues of any underutilization, Academic Affairs manages recruitment for open positions through systematic advertising and outreach to Historically Black Universities and Hispanic Serving Institutions (HSI) with doctoral programs that correspond to openings. Additionally, faculty and staff positions are posted with the New York State Department of Labor, HigherEdjobs.com, Diversejobs.net, naaap.org (National Association of Asian American Professionals) and aastudies.org (Assoc for Asian American Studies).</p>	<p>The College is not equipped with the tools to assess its outreach efforts’ direct impact on underutilization in job groups. There are some indications that underutilization rates are improving. Of note, in the ‘total minority category,’ the College successfully decreased underutilization rate in five job categories for which it had any underutilization in 2018. See UU Section, page 20.</p>
#11	<p><b>Faculty Diversity Strategic Plan (FDSP) Summer 2017</b></p> <p>Goals were set on Recruitment, Retention and Improve Climate.</p>	<p>In furtherance of its mission and its commitment to promoting a vibrant academic environment, John Jay College developed a Faculty Diversity Strategic Plan (FDSP) in 2013 in align of the College's Master Plan that include domains of excellence in teaching, scholarship and institutional effectiveness.</p>

## IMPLEMENTATION OF 2018-2019 PROGRAMS

In this section, we affirm the College’s placement goals and key initiatives for the coming year.

### Exhibit: Planned Campus Programs, 2018-2019

Program / Effort	Goals/Expected Impact
<b>Faculty Development Day (FDD)</b>	The College continues to build on its success around FDD participation and leverage the momentum around interest

Program / Effort	Goals/Expected Impact
<p>2018 FDD which was held in August 23, 2018 focused on diversity recruitment and implicit biases through the following sessions:</p> <ul style="list-style-type: none"> <li>- <i>Learning to Teach at an HSI: Faculty Perspectives</i></li> <li>- <i>Our HSI Identity and the Curriculum</i></li> <li>- <i>Language Use and Language Identity among Bilingual Latinx Students at John Jay</i></li> </ul>	<p>in policies that will shift composition of faculty body for greater institutional diversity.</p> <p><a href="https://fdd2017.common.gc.cuny.edu/announcements/fall-2018-agenda/">https://fdd2017.common.gc.cuny.edu/announcements/fall-2018-agenda/</a></p>
<p><b>Employee Diversity Campus Climate Survey</b></p> <p>Following the robust participation by students in the College-wide diversity campus climate survey, the Committee on Diversity and Inclusion has drafted a survey for employees to conduct similar assessment.</p>	<p>Still in the planning stages, the objective of the survey would be to garner quantitative data on employee perspective and satisfaction around diversity practices and campus climate. This would allow the College to develop strategic initiatives founded on data.</p>

## ONGOING ACTIVITIES IN SUPPORT OF AFFIRMATIVE ACTION

The College’s programs benefit from additional University-wide recruitment, diversity, and compliance programs. The University:

- Sends job postings to State Workforce Agencies and Veterans’ career centers;
- Maintains consolidated advertising programs, including job boards serving Veterans, Individuals with Disabilities, women, and protected minority groups;
- Maintains social media accounts for recruitment and employment branding;
- Advertises and administers Civil Service examinations;
- Publishes guides and training materials on effective and compliant search practices;
- Publishes an annual notice of non-discrimination in the New York Times; and

- Provides training and ongoing updates to Chief Diversity Officers.

Recruitment policies support developing diverse applicant pools through:

- Required posting of open positions and of Civil Service Notices of Exam; typical faculty vacancies are posted for 30-60 days and administrative vacancies are posted for 14-30 days;
- Collection of all applications into a single automated system where pre-established screening practices relevant to the specific function may be applied;
- A job application process where all candidates are automatically 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;
- A committee recruiting process by which a diverse team evaluates candidates according to consistent criteria and job-related interview questions; and
- An annual survey of newly appointed employees to identify potential areas of concern in how the College communicates with its candidates.

As previously mentioned the Chief Diversity Officer posts and distributes notices of non-discrimination policies, changes in regulations, and similar compliance information, and makes the Affirmative Action Plan available for public inspection. The CDO also integrates compliance information into training programs for faculty, students, and staff.

Ongoing activities sponsored by the College supporting affirmative action include:

Ongoing oversight by the Chief Diversity Officer including required review of Search Plans, certification of applicant pools, and review of search outcomes.

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.

The Office of Compliance and Diversity has three web pages:

The department's **comprehensive webpage**:

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

A webpage specifically dedicated to the **CUNY Accommodations Policy**:

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

The College's webpage, in compliance with Title IX and New York State Education Law 129 b, webpage called **Combating Sexual Assault and Other Unwelcome Sexual Behavior**:



<http://www1.cuny.edu/sites/title-ix/campus/john-jay-college-of-criminal-justice/>

The Office of Compliance and Diversity will continue to populate this platform with the latest information on policies and resources around Affirmative Action, diversity, disability and Title IX enforcement.

The existing employee online trainings for Sexual Harassment prevention and awareness complement the in-person training efforts of the CDO/Title IX Coordinator. This online training program will continue through existing vendor, Everfi. The online training (Step 1 and 2) was disseminated in 2016. Nearly 865 employees have been trained between Feb 2015 and February 2018.

Alongside online training, the CDO/Title IX Coordinator conducted ongoing trainings, including myriad in-person trainings in 2017-2018 to explain the CUNY Policy on Equal Opportunity and Non-Discrimination and the Policy Against Sexual Misconduct. The in-person trainings included 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, the entire Public Safety staff, 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, approximately 17 in-person Title IX trainings were conducted within 2017-2018 with almost 400 attendees/participants.

The Office of the Provost regularly disseminates College and CUNY-wide scholarships and professional development opportunities to full-time faculty members. Faculty members consistently participate in research and scholarship opportunities. Academic Affairs created Faculty Services website that functions like a faculty handbook and provides complete information on the personnel process as well as links to all key forms, governance documents, administrative resources and employment benefits. In addition, Academic Affairs developed a Handbook for Chairs, with special sections on how to support and mentor faculty, continues to be distributed.

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 a Hispanic Serving Institution that will lend to more targeted recruitment.

The Office of the Provost, the College's Committee on Diversity and Inclusion and the Office of the CDO's will proactively 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 any additional industry knowledge-sharing opportunities as they become available.

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. In 2016, the OAR and TLC jointly sponsored a year-long seminar series (eight sessions) in grant-writing for 20 professors who were paired with eight grant-writing mentors with the goal of submitting at least one grant proposal this year. This series will be offered again in the 2017-18 academic year. These efforts are part of a broader strategy to establish an institutional professional support resource and support faculty's scholarly agenda.

In the last academic year, Teaching and Learning Center (TLC) held two workshops on standards and reappointments and two workshops for tenure and promotion as well as effective self-presentation in the personnel process; 45 faculty attended.

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's Human Resources Department coordinates a series of celebrations to various designated months, including: February -Black History month; March - Women's History month; April - Administrative Employees Recognition month; May - Managers and Supervisors Month for the CUNY; October - Domestic Violence Awareness month.

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).

The College's Counseling Center offers Safe Zone Initiative trainings on ad-hoc basis based on departmental request to raise employee sensitivity and awareness of LGBTQ issues. The Committee on Diversity and Inclusion plans to sponsors a Safe Zone 2.0 training in Fall 2018 to train its members as the Committee has been trained through Safe Zone 1.0 and have found it useful.

## **INTERNAL AUDIT AND REPORTING**

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

The Chief Diversity Officer is responsible for audits and reviews of the effectiveness of College programs. This includes:

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

The College periodically reviews the effectiveness of Affirmative Action and general diversity programs and makes adjustments to promote greater success.

There were approximately 114 recruitment searches conducted during 2017-2018 and, thus,

approximately that many committees were charged. The report provided notes 115 but that is because they captured a temporary position which is not monitored by the CDO. The topics covered in a search committee charge include recruitment practices, maintaining proper documentation, interview questions, references the underutilization rate of the Affirmative Action Unit (AAU) and how it must perform broad recruitment outreach efforts.

Additionally, as required of the College's Faculty Diversity Strategic Plan (FDSP), a multi-year strategic plan outlining multiple goals and action items around three major goals: Recruitment, Retention and Improve Climate, the CDO's Office maintains close communication with the College's HR, the Office of Academic Research, and the Provost's Office to monitor progress and effectiveness on faculty-targeted programs. Using qualitative data, the CDO's office submits a detailed progress annually to the University for approval. The CDO's Office ensures that the FDSP and respective progress reports are available to College community through an internal employee-facing intranet and on the **College's website**:

**<http://www.jjay.cuny.edu/diversity-initiatives>**. Several notable programs undertaken in 2016 – 2017 have been highlighted in Table 5, Section A.

CDO/Title IX Coordinator has conducted ongoing trainings, including myriad in-person trainings in 2017-2018 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, approximately 20 in-person Title IX trainings were conducted within 2016-2017 with outreach of almost 400 attendees/participants.

The College maintains employment records in the central CUNYFirst system used to provide the data underlying Affirmative Action Plans. The Chief Diversity Officer works with Human Resources staff to assure College records are complete, accurate, and timely. Data quality is audited further by the University periodically throughout the year.

The University reports statistics and diversity metrics to the University Community and the CUNY Board of Trustees on a quarterly basis.

## PART FOUR: INDIVIDUALS WITH DISABILITIES AND PROTECTED VETERANS

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Federal regulations mandate that Affirmative Action plans be prepared to address the hiring and advancement of Individuals with Disabilities and Veterans. The topics covered in Part Four are similar to those covered in the other sections except that we analyze data in a simpler format and make comparisons based on federally-recommended benchmarks.

The sections of Part Four are mandated by regulation. They are:

- Policy Statement
- Review of Personnel Processes
- Review of Physical and Mental Qualifications
- Reasonable Accommodations
- Harassment Prevention Procedures
- External Dissemination of Policy
- Outreach and Positive Recruiting
- Internal Dissemination of Policy
- Responsibility for Implementation
- Training
- Audit and Reporting System
- Benchmark Comparisons

### **EQUAL OPPORTUNITY AND NON-DISCRIMINATION POLICY**

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

*It is the policy of The University—applicable to all colleges and units— to recruit, employ, retain, promote, and provide benefits to employees (including paid and unpaid interns) and to admit and provide services for students without regard to race, color, creed, national origin, ethnicity, ancestry, religion, age,*

*sex (including pregnancy, childbirth and related conditions), sexual orientation, gender, gender identity, marital status, partnership status, disability, genetic information, alienage, citizenship, military or veteran status, status as a victim of domestic violence/stalking/sex offenses, unemployment status, or any other legally prohibited basis in accordance with federal, state and city laws.*

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

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

The City University of New York, 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. Further details on University policies are available at: [Click for CUNY's Policies.](#)

## **REVIEW OF PERSONNEL PROCESSES**

Our goal is to ensure all personnel activities are consistent with the goal of providing 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's personnel processes do not stereotype Individuals with Disabilities or Protected Veterans or otherwise limits their access to jobs for which they are qualified; further, the College strives to include Individuals with Disabilities and Veterans in media such as college publications and websites.

We invite employees to self-identify through an online system available in CUNY's Employee Self-Service Portal. We invite applicants to self-identify through CUNY's online recruiting system with each application. The University maintains this data in its system of record with appropriate security measures for confidentiality of individual information. As was described in Part Two, the College conducted a self-identification campaign in 2018.

## **REVIEW OF PHYSICAL AND MENTAL QUALIFICATIONS**

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

We will repeat a review of a given position when there is a change in working conditions that may influence 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's Civil Service unit reviews job requirements for potential issues at prior to issuing revised Civil Service specifications. The University also provides a checklist for planning a recruiting effort that includes a sign-off on a review of job qualifications.

## REASONABLE ACCOMMODATIONS

The College provides reasonable accommodations to physical and mental limitations of applicants and employees who are Individuals with Disabilities or Disabled Veterans. As per *CUNY Procedures for Implementing Reasonable Accommodation and Academic Adjustments*, the Human Resources Director is responsible for responding to requests by applicants for employment, current employees and visitors. Anyone may request an accommodation by contacting the Human Resources Office.

The College contact person for accommodation requests is:

Name: Jared Herst  
Title: Executive Director of Human resources  
Phone: (212) 237-8504  
Email: Jherst@jjay.cuny.edu

*CUNY Procedures for Implementing Reasonable Accommodation and Academic Adjustments* is available on CUNY's website.

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

Applicants for employment may request accommodations to physical and mental limitations during the recruiting and interviewing process. The procedure is provided on the Employment Page of the CUNY Website and <http://www.jjay.cuny.edu/cuny-accommodations-policy>.

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 Human Resources office at the College posting the position (list at [www.cuny.edu/employment/campus-hr.html](http://www.cuny.edu/employment/campus-hr.html)) or contact the Office of Recruitment and Diversity at [jobs@cuny.edu](mailto:jobs@cuny.edu) or at 395 Hudson St., New York, NY 10014.

As per University policy, the College also provides reasonable accommodations to individuals based on a disability; pregnancy, childbirth, or a medical condition related to pregnancy or childbirth; religious practices and status as a victim of domestic violence, sex offense or stalking.

In the last year:

- While recognizing that many requests are resolved through an informal process, the College responded to 10 official requests for employee accommodations, for which the process was successfully concluded 7 times and appealed 0 times. At this time there are no outstanding appeals;
- The College responded to ## requests for reasonable accommodation from job applicants which were honored ## times;
- The College upgraded campus facilities to improve access in (list areas); and
- Note any other improvements (acquired equipment, upgraded technology).

## **HARASSMENT PREVENTION PROCEDURES**

The University has developed procedures to ensure that Individuals with Disabilities or Protected Veterans are not harassed. (See above, *Policy Statements on Equal Employment Opportunity*). The 504/A.D.A. Coordinator, Silvia Montalban, the Director of Compliance and Diversity administers efforts to ensure access and non-discrimination for Individuals with Disabilities.

## **EXTERNAL DISSEMINATION OF POLICY**

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

The University also posts its Non-Discrimination Policy on its employment website ([Click for CUNY's Employment Page \(www.cuny.edu/employment.html\)](http://www.cuny.edu/employment.html)) and advertises the policy annually in the New York Times newspaper.

The University Office of Labor Relations provides 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.

## OUTREACH AND POSITIVE RECRUITING

### Summary of Prior Year Outreach Efforts

In the last Plan Year, the College undertook the following targeted efforts for outreach to Veterans and Individuals with Disabilities:

Program / Effort	Impact/Discussion
Veterans' Support Group  Semiannual meetings of key staff, administrators and faculty 10 faculty and staff attended on January 22, 2018 and 12 on August 13, 2018.	Goal is to provide John Jay Veterans support and ensure inclusion and academic and personal success at John Jay College.
Military heritage events  Hispanic Military Heritage (October), Veterans Day (November), African-American Military Heritage (February), Women's Military Heritage (March), and Asian-Pacific Military Heritage (May).	Veteran students and the John Jay community are invited to attend in order to raise awareness of the contributions of John Jay students in the military

Although we have more than 500 Military veterans enrolled at John Jay College, our staffing numbers are low only 17 self-identified veterans. CUNY as a whole is stabling outreach efforts.

### Planned Outreach for 2018-2019

The College Plans to initiate the following new activities over the next Plan Year:

Program / Effort	Goals/Expected Impact
Veterans' Support Group will continue its efforts for awareness by conducting meetings and events.	Goal is to continue to provide John Jay Veterans support and ensure inclusion and academic and personal success at John Jay College.
Military heritage events will also take place for the Fall 2018 and Spring 2019.  Hispanic Military Heritage (October), Veterans Day (November), African-American Military Heritage (February), Women's Military Heritage (March), and Asian-Pacific Military Heritage (May).	Veteran students and the John Jay community are invited to attend in order to raise awareness of the contributions of John Jay students in the military



The Office of Military and Veteran Services provides student veterans personal support through its on-site services, the student-led John Jay Veterans Association, dedicated Veterans Center Spaces, our veterans honor society chapter and assistance from staff and faculty throughout the college. We actively back veteran students throughout their college experiences with assistance in admission, enrollment and advisement; peer support programming, support for academic and personal success; and job preparation, internship, and post-graduation employment programming. Although the program is geared for students Faculty and Staff are also welcomed to participate in any of the programs provided.

In addition, general, ongoing efforts to disseminate the *CUNY Policy on Non-Discrimination* and conduct outreach and positive recruitment include the following:

- Disseminating information concerning employment opportunities to media that reach 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;
- Veterans who received a passing score on a competitive Civil Service examination may apply for additional points to be added to their score based on Veteran or Disabled Veteran Status as defined by New York State statute; and
- The University may appoint qualified disabled individuals to classified competitive Civil Service titles without an examination.

## **INTERNAL DISSEMINATION OF POLICY**

To foster positive support for the Affirmative Action Program for Protected Veterans and Individuals with Disabilities, the College has implemented the following measures:

- Including 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); and
- Featuring persons who are Individuals with Disabilities in handbooks or similar publications.

## **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.

### **The President**

The President, Karol Mason, oversees Affirmative Action and compliance programs. She appoints the 504/A.D.A. Coordinator to oversee College compliance activities and provides management support and resources to manage the implementation of Affirmative Action and compliance programs. Issues uncovered in self-audits or reviews are ultimately reported to the President who oversees implementation of appropriate responses.

### **504/A.D.A Coordinator**

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

- Chairing the 504/A.D.A. Committee;
- Monitoring the college for 504/A.D.A. compliance;
- Resolving issues before they become potential grievances; considering appeals and disputed accommodation decisions;
- Maintaining information on accommodations requested and provided;
- Ensuring pertinent records are stored securely and confidentiality is maintained; and
- Providing training as needed on issues related to Individuals with Disabilities.

### **504/A.D.A. Committee**

The 504/A.D.A. Committee advises the Coordinator. It is comprised of representatives from various divisions, departments, and programs, including Individuals with Disabilities. Members are:

Members of 2016 – 2017 Fire Safety and Accessibility Committee include:

- David Rivera, Committee Chair and Assistant Director of Public Safety
- Glenn Corbett, faculty
- Nadia Griffith-Allen, Deputy Director of Accessibility Services
- Karen Kaplowitz, faculty
- Silvia Montalban, 504/ADA Coordinator
- Francis Sheehan, Faculty
- Raj Singh, Assistant vice President of Administration
- Gizele Terry, Accessibility Services
- Dana Trimboli, Chief Student Affairs Officer

## College Officials

College officials assume certain responsibilities to assure compliance with regulations, including working with the Office of Human Resources to identify and fund reasonable accommodations.

As noted above The Office of Military and Veteran Services provides student veterans personal support through its on-site services, the student-led John Jay Veterans Association, dedicated Veterans Center Spaces, our veteran's honor society chapter and assistance from staff and faculty throughout the college. In their day-to-day contact with college employees, college officials assume certain responsibilities to help the College comply with regulations, including working with the Office of Human Resources to identify reasonable accommodations.

## University Management

The University's Office of Recruitment and Diversity reports summary statistics to senior management on a quarterly basis. These reports include both university-wide and college-specific data. The University posts these reports online at:

[Click here for University Resources:](http://www2.cuny.edu/about/administration/offices/hr/recruitment-diversity/)

<http://www2.cuny.edu/about/administration/offices/hr/recruitment-diversity/>

## 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. CUNY's Office of Recruitment and Diversity and the 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 provides numerous opportunities for employees to attend pertinent on-campus and off-campus professional development opportunities to enhance their knowledge of CUNY;
- The “Disability Awareness and Resources in an Inclusive Workplace” training is made available to a public-facing College website: <http://www.jjay.cuny.edu/cuny-accommodations-policy>;
- The College’s Director of Compliance and Diversity in both her CDO capacity and Title IX Coordinator capacity continues to present on College’s policies on affirmative action and EEO to multiple leadership teams, including the HEO Council and the Council of Chairs;
- The existing employee online trainings for Sexual Harassment prevention and awareness complement the in-person training efforts of the CDO/Title IX Coordinator. This online training program will continue through existing vendor, Everfi. The online training (Step 1 and 2) was disseminated in 2016. Nearly 865 employees have been trained between Feb 2015 and April 2018; and
- In addition to the Everfi online training program, the CDO/Title IX Coordinator conducted ongoing trainings, including myriad in-person trainings in 2017-2018 to explain the CUNY Policy on Equal Opportunity and Non-Discrimination and the Policy Against Sexual Misconduct. The in-person trainings included 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, approximately 20 in-person Title IX trainings were conducted within 2016-2017 with almost 400 attendees/participants.

The University also requires employees to annually complete an online training on Workplace Violence prevention.

## **AUDIT AND REPORTING SYSTEM**

The 504/A.D.A. Coordinator is responsible for the College’s audit and reporting system to monitor the College’s overall programs in support of Individuals with Disabilities, measuring the degree to which the College is meeting its objectives and identifying the need for remedial action. The Coordinator also determines whether there are any undue hurdles for both Individuals with Disabilities and Protected Veterans in gaining access to college programs and activities of all kinds.

The Chief Diversity Officer is responsible for monitoring recruitment outreach, as well as claims of discrimination related to status as a Veteran or Individual with a Disability. The CDO audits the effectiveness of outreach and Affirmative Action programs as part of the Affirmative Action Plan process.

Both individuals report their findings to the President and/or the President's designee.

## **BENCHMARK COMPARISONS**

The federal guideline for utilization of Individuals with Disabilities is 7.0%.

**Appendix H** details the utilization of Individuals with Disabilities by Job Group. There is no guideline for utilization of Veterans.

In March 2018, the federal benchmark Hiring Rate for Veterans was set at 6.4%. The exhibit on the next page illustrates College hiring rates for Veterans. While we calculated a Hiring Rate for Individuals with Disabilities, there is no recommended benchmark.

We monitor recruitment, application and appointment processes to assure representation of Protected Veterans and Individuals with Disabilities.

## Exhibit: Benchmark Comparisons for Veterans and Individuals with Disabilities

### Veterans Hiring Benchmark

The benchmark Hiring Rate is 6.4% as established in March 2018 by the U.S. Department of Labor.

Factor	2017-2018	2016-2017	2015-2016
A. Number of applicants who self-identified as Veterans before an offer of employment is made	6		
B. Total number of job openings	14		
C. Total number of jobs filled	89		
D. Total number of applicants for all jobs	11,117		
E. Number of Veteran applicants hired	1		
F. Total number of applicants hired	89		
<b>Hiring Rate (E divided by F)</b>	0.01		
<b>Was Benchmark Met? (Yes/No)</b>	No		

### Hiring Rate, Individuals with Disabilities

There currently is no benchmark rate for Individuals with Disabilities.

Factor	2017-2018	2016-2017	2015-2016
A. Number of applicants who self-identify as Individuals with Disabilities before an offer of employment is made	17		
B. Total number of job openings	114		
C. Total number of jobs filled	89		
D. Total number of applicants for all jobs	11,117		
E. Number of Individuals with Disabilities hired	2		
F. Total number of applicants hired	89		
<b>Hiring Rate (E Divided by F)</b>	0.02		

# APPENDICES

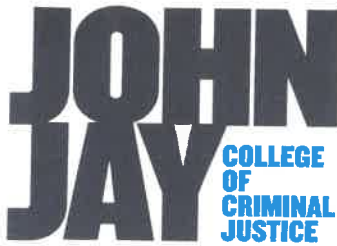
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## A. SUMMARY ORGANIZATION CHART





B. RE-AFFIRMATION LETTER



Karol V. Mason  
President  
T 212-237-8600  
F 212-237-8607  
president@jjay.cuny.edu

**Memorandum**

To: John Jay College Community

From: President Karol V. Mason

A handwritten signature in blue ink that reads "Karol V. Mason".

Date: September 11, 2018

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 have been 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 and John Jay College of Criminal Justice are 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](http://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](http://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 also serves as the 504/ADA Coordinator and Title IX Coordinator. John Jay College of Criminal Justice's 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. Its 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](mailto: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. JOB GROUPS AND LABOR MARKET AVAILABILITY FACTORS

## APPENDIX C - JOB GROUPS / LABOR MARKET AVAILABILITY FACTORS

### John Jay College

This report lists those CUNY job groups for which the college has employees. Groups with fewer than five employees are listed here but will not be included in Utilization Analysis worksheets. Titles added to CUNY's job system in the past year are listed at the end of this Appendix.

Individuals in the Chief Executive role are not included in this report.

Labor Market Availability factors (LMA) are listed for each group. LMA Factor 1 is an external Labor Market measure. LMA Factor 2 is an internal factor (i.e., employee eligible for promotion into the group).

Full Time Employee Count: 1,037

**Category: Executive/Administrative/Managerial**

**Administration 1 (Executive)**

Employee Count: 22

Executive Compensation Plan (Other Than Chief Executive)

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

**Labor Market Availability Factors**

LMA Factor	Weight	Explanation
1-External	40.00%	Earned Degrees Conferred (EDC) US - Ph.D., M.A., B.A., 2013-14
2-Internal	60.00%	Promotable, Transferable, Trainable employees within contractors organization. - CUNY Survey - selected titles, service requirement and criteria -Source Spring 2013.

Title(s)	Employee(s)
Administrator	2
Assc Administrator	6
Assc Dean	1
Asst Administrator	2
Asst Vice President	3
Dean	3
Sr Vice President	1
Vice President	4

**Administration 2 (Manager)**

Employee Count: 156

Manager-Level Administrators

**Labor Market Availability Factors**

LMA Factor	Weight	Explanation
1-External	40.00%	Earned Degrees Conferred (ECD) 4-State (NY/NJ/CT/PA); B.A., 2013-2014
2-Internal	60.00%	Promotable, Transferable, Trainable employees within contractors organization. - CUNY Survey - selected titles, service requirement and criteria -Source Spring 2014.

Title(s)	Employee(s)
HE Associate	100
HE Officer	56

**Facility Manager**

Employee Count: 5

Facility Superintendents (Managerial)

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

**Labor Market Availability Factors**

LMA Factor	Weight	Explanation
1-External	100.00%	2007-2011 US Census-American Community Survey (ACS) 4-State (NY/NJ/CT/PA), First Line Supervisor/Managers of Housekeeping and Janitorial Workers (4200)
2-Internal	0.00%	NA

Title(s)	Employee(s)
Admin Supt Builds Grds	4

**Category: Executive/Administrative/Managerial**

Chief Admin Supt - Competitive 1

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**IT Computer Manager**

Employee Count: 4

Information Technology Managers (Managerial)

**Labor Market Availability Factors**

LMA Factor	Weight	Explanation
1-External	100.00%	2007-2011 US Census-American Community Survey (ACS) 4-State (NY/NJ/CT/PA), Computer and Information Systems Managers (1110)
2-Internal	0.00%	NA

Title(s)	Employee(s)
IT Computer Systems Mgr	4

---

**Security Manager**

Employee Count: 2

Campus Security Managers (Managerial)

**Labor Market Availability Factors**

LMA Factor	Weight	Explanation
1-External	100.00%	2007-2011 US Census-American Community Survey (ACS) - Residence Geography, New York City - Police and Sheriffs Patrol Officer (3850)
2-Internal	0.00%	NA

Title(s)	Employee(s)
Campus Security Asst Dir	1
Campus Security Dir	1

**Category: Professional Faculty**

**Faculty-Lecturer**

Employee Count: 51

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

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

**Labor Market Availability Factors**

LMA Factor	Weight	Explanation
1-External	100.00%	Earned Degrees Conferred B.A. 2013-14, 4-State (NY/NJ/CT/PA) weighted at 50% and US Non-4-State weighted at 50% in all fields
2-Internal	0.00%	NA

Title(s)	Employee(s)
Dist Lecturer	5
Lecturer	41
Lecturer Doct Sch	5

**Faculty-Professorial**

Employee Count: 360

Professorial Faculty and Librarians (includes Instructor Librarians and Lecturer Librarians). Tenure-eligible faculty for whom a terminal degree is a minimum qualification. Graduate Center faculty are evaluated against a more experienced cohort.

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

**Labor Market Availability Factors**

LMA Factor	Weight	Explanation
1-External	100.00%	With the exception of the Graduate Center: Earned Degrees Conferred Ph.D. 2013-14, 4-State (NY/NJ/CT/PA) weighted at 20% and US Non-4-State weighted at 80% in all fields. For Library, availability calculation blends Master's and Doctorate degrees weighted as 50% 4-State and 50% US Non-4-State.
2-Internal	100.00%	Graduate Center Only: recipients of new research doctorates in relevant fields awarded by 406 U.S. universities 7/1/1999 - 6/30/2000 using the 2000 Survey of Earned Doctorates (SED), an annual census.

Title(s)	Employee(s)
Assc Professor	164
Asst Professor	95
Dist Professor	8
Professor	92
Research Professor	1



**Category: Professional Non-Faculty**

**Accountant**

Employee Count: 4

Accountants (Professionals)

**Labor Market Availability Factors**

LMA Factor	Weight	Explanation
1-External	0.00%	Internal Only
2-Internal	100.00%	CUNY Survey Fall 2013, Permanent College Accounting Assistants. On September 19, 2013 College Accounting Assistants received an opportunity for promotion based on service and educational qualifications.

Title(s)	Employee(s)
Finance Accountant	2
Purchasing Agent	2

**Administration 3 (Professional)**

Employee Count: 178

Administrators (Professionals)

**Labor Market Availability Factors**

LMA Factor	Weight	Explanation
1-External	70.00%	Earned Degrees Conferred (ECD) 4-State (NY/NJ/CT/PA); B.A., 2013-2014
2-Internal	30.00%	Promotable, Transferable, Trainable employees within contractors organization. - CUNY Survey - selected titles, service requirement and criteria -Source Spring 2014.

Title(s)	Employee(s)
Asst to HEO	59
HE Assistant	118
Research Assc	1

**Administration 5 (Engineer-Architect)**

Employee Count: 1

Engineers and Architects and related professional staff

**Labor Market Availability Factors**

LMA Factor	Weight	Explanation
1-External	100.00%	2007-2011 American Community Survey (ACS) for NY State only; Engineering Managers (300) and Architects, Except Naval (1300)
2-Internal	0.00%	NA

Title(s)	Employee(s)
Interior Designer	1

**Category: Professional Non-Faculty**

**IT Computer Professional**

Employee Count: 30

Information Technology Professionals

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

**Labor Market Availability Factors**

LMA Factor	Weight	Explanation
1-External	100.00%	2007-2011 US Census-American Community Survey (ACS) 4-State (NY/NJ/CT/PA), Computer Scientist Systems Analyst (1000); Computer Programmer (1010); Computer Software Engineers (1020); Database Administrator (1060); Network Systems & Data Communication Analysts (1110); Computer Hardware Engineers (1400); Computer Operators (5800); and Computer Control Programmers and Operators (7900)
2-Internal	0.00%	NA

Title(s)	Employee(s)
IT Associate	11
IT Asst	10
IT Sr Associate	9

**Category: Administrative Support Workers**

**Accountant Assistant**

Employee Count: 3

Accounting Support Staff

In 2017, incorporated new CUNY Payroll Clerk title

**Labor Market Availability Factors**

LMA Factor	Weight	Explanation
1-External	100.00%	2007-2011 US Census-American Community Survey (ACS)-NY/NJ/CT/PA, Accountants and Auditors (code 800) and Purchasing Managers (150)
2-Internal	0.00%	NA

Title(s)	Employee(s)
Asst Purchasing Agent	1
Finance Accountant Asst	2

**Administrative Assistant**

Employee Count: 6

Administrative Support Staff-Senior Level

**Labor Market Availability Factors**

LMA Factor	Weight	Explanation
1-External	0.00%	Internal Only
2-Internal	100.00%	CUNY Survey Spring 2011 - CUNY Administrative Assistant title is strictly promotional from the Permanent CUNY Office Assistant (level 3 or above).

Title(s)	Employee(s)
CUNY Admin Asst	6

**Mail Services Worker**

Employee Count: 5

Mail Services Workers

**Labor Market Availability Factors**

LMA Factor	Weight	Explanation
1-External	100.00%	2007-2011 US Census-American Community Survey (ACS) 4-State (NY/NJ/CT/PA), Mail Clerks/Mail Machine Operators, Except Postal Service (5850)
2-Internal	0.00%	NA

Title(s)	Employee(s)
Mail Message Svcs Worker	5

**Category: Administrative Support Workers**

**Office Assistant**

Employee Count: 33

Administrative Support Staff-Entry Level

**Labor Market Availability Factors**

LMA Factor	Weight	Explanation
1-External	100.00%	2007-2011 US Census-American Community Survey (ACS) 4-State (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)
2-Internal	0.00%	NA

Title(s)	Employee(s)
CUNY Office Assistant	33

**Category: Technicians**

**Administration 4 (College Lab Tech)**

Employee Count: 11

College Laboratory Technicians (abbrev CLT)

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

**Labor Market Availability Factors**

LMA Factor	Weight	Explanation
1-External	100.00%	2007-2011 American Community Survey (ACS) - 4-State (NY/NJ/CT/PA), weighted by function weighted at 90% and 4STATES Earned Degrees Conferred (EDC) - Bachelors 2013-14 weighted at 10%
2-Internal	0.00%	NA

Title(s)	Employee(s)
Chief College Lab Tech	1
College Lab Tech	8
Sr College Lab Tech	2

**Broadcast/Media**

Employee Count: 6

Broadcast and Mass Media Technicians

**Labor Market Availability Factors**

LMA Factor	Weight	Explanation
1-External	100.00%	2007-2011 US Census-American Community Survey (ACS) 4-State (NY/NJ/CT/PA), Broadcast and Sound Engineer Technicians and Radio Operators and Other Media and Communications Equipment Workers (2900)
2-Internal	0.00%	NA

Title(s)	Employee(s)
Broadcast Assc	6

**IT Support Technician**

Employee Count: 5

IT Technical Support Workers

In 2017, split from the Professional IT Staff

**Labor Market Availability Factors**

LMA Factor	Weight	Explanation
1-External	100.00%	2007-2011 US Census-American Community Survey (ACS) 4-State (NY/NJ/CT/PA), Computer Support Specialists (1050)
2-Internal	0.00%	NA

Title(s)	Employee(s)
IT Support Asst	5

**Category: Technicians**

---

**Print Shop**

Employee Count: 7

Print Shop and Related Tech Workers

**Labor Market Availability Factors**

LMA Factor	Weight	Explanation
1-External	100.00%	2007-2011 US Census-American Community Survey (ACS) 4-State (NY/NJ/CT/PA), Miscellaneous Media & Communication Workers (2860) and Printing Machine Operators (8255)
2-Internal	0.00%	NA

Title(s)	Employee(s)
Graphics Designer	1
Print Shop Assistant	1
Print Shop Associate	4
Print Shop Coordinator	1

**Category: Craft Workers**

**Basic Crafts-Buildings and Grounds**

Employee Count: 8

Buildings and Grounds Workers

In 2017, Maintenance Workers moved from Skilled Trades into this group

**Labor Market Availability Factors**

LMA Factor	Weight	Explanation
1-External	100.00%	2007-2011 US Census-American Community Survey (ACS) 4-State (NY/NJ/PA/CT), Grounds Maintenance (4250), Janitors and Buildings and Grounds (4220), Motor Vehicle Operators (9150), Maintenance and Repair Workers, General (7340)
2-Internal	0.00%	NA

Title(s)	Employee(s)
Maintenance Worker	8

**Laborers and Helpers**

Employee Count: 14

Entry-Level Craft Workers

In 2017, split from Skilled Trades

**Labor Market Availability Factors**

LMA Factor	Weight	Explanation
1-External	100.00%	2007-2011 US Census-American Community Survey (ACS) 4-State (NY/NJ/CT/PA), Laborers (53-7062) and Helpers (47-3010)
2-Internal	0.00%	NA

Title(s)	Employee(s)
Laborer	11
Plumber Helper	1
Stock Worker Supervisor	2

**Skilled Trades**

Employee Count: 18

Skilled Tradespeople

**Labor Market Availability Factors**

LMA Factor	Weight	Explanation
1-External	100.00%	2007-2011 US Census-American Community Survey (ACS) 4-State (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), Plasterers and Stucco Masons (6460), Maintenance Workers, Machinery (7350)
2-Internal	0.00%	NA

Title(s)	Employee(s)
Carpenter	2
Electrician	3

**Category: Craft Workers**

Locksmith	1
Oiler	3
Painter	2
Plumber	1
Stationary Engineer	6

**Skilled Trades-Supervisor**

Employee Count: 2

Skilled Trades Supervisors

**Labor Market Availability Factors**

LMA Factor	Weight	Explanation
1-External	0.00%	Internal Only
2-Internal	100.00%	CUNY Survey Spring 2011, Skilled Trades - selected titles with permanency and appointment to title with years of service requirement.

Title(s)	Employee(s)
Stationary Engineer Sr	1
Supervisor (Maint&Labor)	1



**Category: Service Workers and Others**

**Campus Peace Officer-Level 1**

Employee Count: 45

Campus Security-Entry Level Staff

**Labor Market Availability Factors**

LMA Factor	Weight	Explanation
1-External	100.00%	2007-2011 US Census-American Community Survey (ACS) - Residence Geography, New York City - Police and Sheriffs Patrol Officer (3850)
2-Internal	0.00%	NA

Title(s)	Employee(s)
Campus Peace Officer	23
Campus Security Asst	22

**Campus Peace Officer-Sergeant**

Employee Count: 10

Campus Security Supervisors

**Labor Market Availability Factors**

LMA Factor	Weight	Explanation
1-External	0.00%	Internal Only
2-Internal	100.00%	CUNY Permanent Campus Peace Officer Level 1 and 2

Title(s)	Employee(s)
Campus Pub Safety Sergeant	7
Campus Security Specialist	3

**Custodial**

Employee Count: 46

Custodians-Entry Level

**Labor Market Availability Factors**

LMA Factor	Weight	Explanation
1-External	100.00%	2007-2011 US Census-American Community Survey (ACS) 4-State (NY/NJ/CT/PA), Janitors and Building Cleaners (4220)
2-Internal	0.00%	NA

Title(s)	Employee(s)
Custodial Assistant	46

**Category: Service Workers and Others**

---

**Custodial Supervisor**

Employee Count: 5

Custodial Supervisors

**Labor Market Availability Factors**

LMA Factor	Weight	Explanation
1-External	100.00%	2007-2011 US Census-American Community Survey (ACS) 4-State (NY/NJ/CT/PA), First Line Supervisors/Managers of Housekeeping/Janitorial Workers (4200)
2-Internal	0.00%	NA

Title(s)	Employee(s)
Custodial Supervisor	5

## APPENDIX C - JOB GROUPS / LABOR MARKET AVAILABILITY FACTORS

**Note: In the 2017-2018 Academic Year, CUNY added the titles listed below (not all are used at the College).**

<b>Job Code</b>	<b>Title Name</b>	<b>Job Group</b>
200444	University Senior Vice Chancellor for Design and Construction	Administration 1 (Executives)
200544	University Associate Vice Chancellor for Research	Administration 1 (Executives)
200545	Exec Dir Labor Relations-Assistant Administrator	Administration 1 (Executives)
200546	Dean School Prof Stds-Senior University Dean	Administration 1 (Executives)
200547	University Associate Vice Chancellor for Academic Strategy	Administration 1 (Executives)
200548	University Executive Director of Procurement	Administration 1 (Executives)
200549	Associate Dean Research	Administration 1 (Executives)
200550	University Assistant Vice Chancellor Academic Affairs	Administration 1 (Executives)
200551	University Deputy Secretary to the Board-University Associate Administrator	Administration 1 (Executives)
200552	Exec Chief Librarian - Dean	Administration 1 (Executives)
200553	University Executive Director of Technology Strategy-University Administrator	Administration 1 (Executives)
200554	University Vice Chancellor University Advancement	Administration 1 (Executives)
200555	University Associate Vice Chancellor for Academic Affairs	Administration 1 (Executives)
200556	Assistant Dean Institutional Research and Strategic Planning	Administration 1 (Executives)
200557	University Assistant Vice Chancellor Enrollment Management	Administration 1 (Executives)
200558	Assistant VP Enroll Management Student Success	Administration 1 (Executives)
200559	University Dean Health and Human Services	Administration 1 (Executives)
200560	Dean School of Labor and Urban Studies	Administration 1 (Executives)
200561	Executive Director Financial Services-AstAdm	Administration 1 (Executives)
400697	Associate Legal Counsel-Higher Education Officer	Administration 2 (Managers)
500086	Elevator Mechanic (previous title re-activated)	Skilled Trades
500282	University Senior Payroll Analyst 1	Accountant Assistant
500283	University Senior Payroll Analyst 2	Accountant Assistant
200564	Univ Exec Gen Counsel-Uadm	Administration 1 (Executives)

D. ACADEMIC DEPARTMENTS BY DISCIPLINE AND COLLEGE LAB TECHNICIAN CATEGORIES

## APPENDIX D - ACADEMIC DEPARTMENTS BY DISCIPLINE/PROGRAM

### John Jay College

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

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

Total Faculty: 411

## APPENDIX D - ACADEMIC DEPARTMENTS BY DISCIPLINE/PROGRAM

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

Faculty Count: 16

Department ID	Department Name	Number of Faculty
10314	Africana Studies	6
10179	Latin American & Latina/O St	10

### Business, Management, Marketing, Support Services

Faculty Count: 9

Department ID	Department Name	Number of Faculty
10088	Economics	9

### Communications, Journalism, etc. AND Visual and Performing Arts

Faculty Count: 9

Blended rate (average) or Communications/Journalism and Visual/Performing Arts for those departments which teach both disciplines.

Department ID	Department Name	Number of Faculty
10060	Communication And Theater Arts	9

### Education - Developmental

Faculty Count: 13

Department ID	Department Name	Number of Faculty
75023	Counseling & Human Services	5
80170	Grant & Research Admin	1
65100	SEEK - Lump Sum	7

### English Language and Literature/Letters

Faculty Count: 52

Department ID	Department Name	Number of Faculty
10102	English	52

### Foreign Languages, Literatures, and Linguistics

Faculty Count: 7

Department ID	Department Name	Number of Faculty
10117	Modern Languages & Literatures	7

### History

Faculty Count: 18

Department ID	Department Name	Number of Faculty
10147	History	18

### Homeland Security, Law Enforcement, Firefighting, etc.

Faculty Count: 57

Department ID	Department Name	Number of Faculty
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## APPENDIX D - ACADEMIC DEPARTMENTS BY DISCIPLINE/PROGRAM

10419	Criminal Justice	20
10234	Law, Police Sci & Crim Justice Adm	24
10116	Security, Fire and Emergency	13

### Library (Librarians/Non-Teaching)

Faculty Count: 12

Unlike other faculty, weighted at MA+PhD US at 50% and MA+PhD 4-State at 50%

Department ID	Department Name	Number of Faculty
70054	Library	12

### Mathematics and Computer Science

Faculty Count: 27

Blended rate (average) of Mathematics and Computer Science for those departments which teach both disciplines.

Department ID	Department Name	Number of Faculty
10195	Mathematics & Computer Science	27

### Multi/Interdisciplinary Studies

Faculty Count: 8

Department ID	Department Name	Number of Faculty
10165	Interdisciplinary Studies	8

### Parks, Recreation, Leisure and Fitness Studies

Faculty Count: 3

Department ID	Department Name	Number of Faculty
10222	Health & Physical Education	3

### Philosophy and Religious Studies

Faculty Count: 11

Department ID	Department Name	Number of Faculty
10221	Philosophy	11

### Physical Sciences

Faculty Count: 27

Department ID	Department Name	Number of Faculty
10225	Sciences	27

### Psychology

Faculty Count: 44

Department ID	Department Name	Number of Faculty
10245	Psychology	44

## APPENDIX D - ACADEMIC DEPARTMENTS BY DISCIPLINE/PROGRAM

### Public Administration and Social Service Professions

Faculty Count: 29

Department ID	Department Name	Number of Faculty
10249	Public Management	29

### Social Sciences

Faculty Count: 60

Department ID	Department Name	Number of Faculty
10015	Anthropology	11
10316	Political Science	22
10283	Sociology	27

### Visual and Performing Arts

Faculty Count: 9

Department ID	Department Name	Number of Faculty
10022	Art And Music	9



## APPENDIX D-1 - COLLEGE LAB TECHNICIAN CATEGORIES

### John Jay College

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

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

Full-Time Employee Count: 11

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### College Lab Tech-Blended Science Engineering Technical

Employees: 11

Department ID	Department Name	Number of Technicians
10225	Sciences	11

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

## APPENDIX E-1 - ADMINISTRATOR / STAFF UTILIZATION BY JOB GROUP

### John Jay College

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

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

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

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

**APPENDIX E-1 - ADMINISTRATOR / STAFF UTILIZATION BY JOB GROUP**

Category: Executive/Administrative/Managerial

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

Description: Executive Compensation Plan (Other Than Chief Executive)

Full-time Employees 22

Employees in this group hold the following titles:

Title ID	Title Name
04315	Administrator
04321	Assc Administrator
04320	Assc Dean
04723	Asst Administrator
04316	Asst Vice President
04314	Dean
04701	Sr Vice President
04702	Vice President

Utilization Report					
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino
<b>Number of Employees</b>	10	6	2	2	2
<b>Underutilized (Yes/No)?</b>					
<b>Number Underutilized</b>					
<b>Actual Utilization Percent</b>	45.5%	27.3%	9.1%	9.1%	9.1%
<b>Labor Market Avail. Percent</b>	49.3%	29.7%	8.5%	11.1%	8.9%

**APPENDIX E-1 - ADMINISTRATOR / STAFF UTILIZATION BY JOB GROUP**

Category: Executive/Administrative/Managerial

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

Description: Manager-Level Administrators

Full-time Employees 156

Employees in this group hold the following titles:

Title ID	Title Name
04075	HE Associate
04097	HE Officer

Utilization Report					
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino
<b>Number of Employees</b>	111	89	13	39	35
<b>Underutilized (Yes/No)?</b>			Y		
<b>Number Underutilized</b>			4		
<b>Actual Utilization Percent</b>	71.2%	57.1%	8.3%	25.0%	22.4%
<b>Labor Market Avail. Percent</b>	59.9%	41.4%	10.6%	16.3%	13.5%

**APPENDIX E-1 - ADMINISTRATOR / STAFF UTILIZATION BY JOB GROUP**

Category: Executive/Administrative/Managerial

**Job Group:** Facility Manager

Description: Facility Superintendents (Managerial)

Full-time Employees 5

Employees in this group hold the following titles:

Title ID	Title Name
04975	Admin Supt Builds Grds
04984	Chief Admin Supt - Competitive

Utilization Report					
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino
Number of Employees	2	3	1	2	0
Underutilized (Yes/No)?					Y
Number Underutilized					1
Actual Utilization Percent	40.0%	60.0%	20.0%	40.0%	0.0%
Labor Market Avail. Percent	29.0%	40.0%	2.4%	13.8%	22.1%

**APPENDIX E-1 - ADMINISTRATOR / STAFF UTILIZATION BY JOB GROUP**

Category: Professional Non-Faculty

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

Description: Administrators (Professionals)

Full-time Employees 178

Employees in this group hold the following titles:

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

Utilization Report					
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino
<b>Number of Employees</b>	129	118	10	50	52
<b>Underutilized (Yes/No)?</b>			Y		
<b>Number Underutilized</b>			7		
<b>Actual Utilization Percent</b>	72.5%	66.3%	5.6%	28.1%	29.2%
<b>Labor Market Avail. Percent</b>	61.1%	37.6%	9.6%	14.3%	12.0%

**APPENDIX E-1 - ADMINISTRATOR / STAFF UTILIZATION BY JOB GROUP**

Category: Professional Non-Faculty

**Job Group:** IT Computer Professional  
**Description:** Information Technology Professionals  
**Full-time Employees** 30

Employees in this group hold the following titles:

Title ID	Title Name
04877	IT Associate
04875	IT Asst
04880	IT Sr Associate

Utilization Report					
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino
<b>Number of Employees</b>	9	25	7	13	5
<b>Underutilized (Yes/No)?</b>					
<b>Number Underutilized</b>					
<b>Actual Utilization Percent</b>	30.0%	83.3%	23.3%	43.3%	16.7%
<b>Labor Market Avail. Percent</b>	26.4%	33.6%	19.7%	7.1%	5.4%



**APPENDIX E-1 - ADMINISTRATOR / STAFF UTILIZATION BY JOB GROUP**

Category: Administrative Support Workers

**Job Group:** Administrative Assistant  
**Description:** Administrative Support Staff-Senior Level  
**Full-time Employees** 6

Employees in this group hold the following titles:

**Title ID**      **Title Name**  
 04804      CUNY Admin Asst

Utilization Report					
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino
<b>Number of Employees</b>	6	6	0	1	5
<b>Underutilized (Yes/No)?</b>			Y	Y	
<b>Number Underutilized</b>			0	1	
<b>Actual Utilization Percent</b>	100.0%	100.0%	0.0%	16.7%	83.3%
<b>Labor Market Avail. Percent</b>	91.1%	74.0%	8.0%	38.1%	27.0%

**APPENDIX E-1 - ADMINISTRATOR / STAFF UTILIZATION BY JOB GROUP**

Category: Administrative Support Workers

**Job Group:** Office Assistant

Description: Administrative Support Staff-Entry Level

Full-time Employees 33

Employees in this group hold the following titles:

Title ID	Title Name
04802	CUNY Office Assistant

Utilization Report					
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino
Number of Employees	29	29	3	16	9
Underutilized (Yes/No)?					
Number Underutilized					
Actual Utilization Percent	87.9%	87.9%	9.1%	48.5%	27.3%
Labor Market Avail. Percent	89.9%	26.5%	3.7%	11.6%	9.8%

**APPENDIX E-1 - ADMINISTRATOR / STAFF UTILIZATION BY JOB GROUP**

Category: Administrative Support Workers

**Job Group:** Mail Services Worker

Description: Mail Services Workers

Full-time Employees 5

Employees in this group hold the following titles:

Title ID	Title Name
04921	Mail Message Svcs Worker

Utilization Report					
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino
Number of Employees	0	4	0	1	3
Underutilized (Yes/No)?	Y		Y		
Number Underutilized	2		0		
Actual Utilization Percent	0.0%	80.0%	0.0%	20.0%	60.0%
Labor Market Avail. Percent	41.5%	42.7%	4.9%	19.2%	16.9%

**APPENDIX E-1 - ADMINISTRATOR / STAFF UTILIZATION BY JOB GROUP**

Category: Craft Workers

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

Description: Buildings and Grounds Workers

Full-time Employees 8

Employees in this group hold the following titles:

Title ID	Title Name
90698	Maintenance Worker

Utilization Report					
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino
Number of Employees	0	6	0	3	3
Underutilized (Yes/No)?	Y		Y		
Number Underutilized	2		0		
Actual Utilization Percent	0.0%	75.0%	0.0%	37.5%	37.5%
Labor Market Avail. Percent	20.0%	42.4%	2.3%	12.6%	26.0%

**APPENDIX E-1 - ADMINISTRATOR / STAFF UTILIZATION BY JOB GROUP**

Category: Craft Workers

**Job Group:** Laborers and Helpers  
**Description:** Entry-Level Craft Workers  
**Full-time Employees** 14

Employees in this group hold the following titles:

Title ID	Title Name
90702	Laborer
91916	Plumber Helper
12202	Stock Worker Supervisor

Utilization Report					
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino
<b>Number of Employees</b>	0	12	0	5	7
<b>Underutilized (Yes/No)?</b>	Y		Y		
<b>Number Underutilized</b>	2		0		
<b>Actual Utilization Percent</b>	0.0%	85.7%	0.0%	35.7%	50.0%
<b>Labor Market Avail. Percent</b>	17.0%	33.7%	2.6%	11.6%	18.2%

**APPENDIX E-1 - ADMINISTRATOR / STAFF UTILIZATION BY JOB GROUP**

Category: Craft Workers

**Job Group:** Skilled Trades

Description: Skilled Tradespeople

Full-time Employees 18

Employees in this group hold the following titles:

Title ID	Title Name
04899	Carpenter
91717	Electrician
04905	Locksmith
04891	Oiler
91830	Painter
91915	Plumber
04915	Stationary Engineer

Utilization Report					
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino
<b>Number of Employees</b>	0	4	1	0	3
<b>Underutilized (Yes/No)?</b>	Y	Y		Y	
<b>Number Underutilized</b>	0	1		1	
<b>Actual Utilization Percent</b>	0.0%	22.2%	5.6%	0.0%	16.7%
<b>Labor Market Avail. Percent</b>	2.5%	29.7%	2.6%	7.0%	18.7%

**APPENDIX E-1 - ADMINISTRATOR / STAFF UTILIZATION BY JOB GROUP**

Category: Technicians

**Job Group:** Broadcast/Media

Description: Broadcast and Mass Media Technicians

Full-time Employees 6

Employees in this group hold the following titles:

Title ID	Title Name
04992	Broadcast Assc

Utilization Report					
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino
Number of Employees	0	4	0	2	2
Underutilized (Yes/No)?	Y		Y		
Number Underutilized	1		0		
Actual Utilization Percent	0.0%	66.7%	0.0%	33.3%	33.3%
Labor Market Avail. Percent	12.9%	23.8%	2.7%	11.3%	8.1%

**APPENDIX E-1 - ADMINISTRATOR / STAFF UTILIZATION BY JOB GROUP**

Category: Technicians

**Job Group:** IT Support Technician  
**Description:** IT Technical Support Workers  
**Full-time Employees** 5

Employees in this group hold the following titles:

**Title ID**            **Title Name**  
 04865                IT Support Asst

Utilization Report					
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino
<b>Number of Employees</b>	3	5	1	2	2
<b>Underutilized (Yes/No)?</b>					
<b>Number Underutilized</b>					
<b>Actual Utilization Percent</b>	60.0%	100.0%	20.0%	40.0%	40.0%
<b>Labor Market Avail. Percent</b>	29.0%	32.6%	10.4%	11.7%	9.0%



**APPENDIX E-1 - ADMINISTRATOR / STAFF UTILIZATION BY JOB GROUP**

Category: Technicians

**Job Group:** Print Shop

Description: Print Shop and Related Tech Workers

Full-time Employees 7

Employees in this group hold the following titles:

Title ID	Title Name
04808	Graphics Designer
04805	Print Shop Assistant
04806	Print Shop Associate
04807	Print Shop Coordinator

Utilization Report					
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino
Number of Employees	2	5	0	1	4
Underutilized (Yes/No)?			Y		
Number Underutilized			0		
Actual Utilization Percent	28.6%	71.4%	0.0%	14.3%	57.1%
Labor Market Avail. Percent	28.9%	33.9%	6.5%	9.0%	16.6%

**APPENDIX E-1 - ADMINISTRATOR / STAFF UTILIZATION BY JOB GROUP**

Category: Service Workers and Others

**Job Group:** Campus Peace Officer-Sergeant

Description: Campus Security Supervisors

Full-time Employees 10

Employees in this group hold the following titles:

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

Utilization Report					
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino
Number of Employees	2	7	0	3	4
Underutilized (Yes/No)?			Y	Y	
Number Underutilized			1	3	
Actual Utilization Percent	20.0%	70.0%	0.0%	30.0%	40.0%
Labor Market Avail. Percent	22.6%	85.9%	6.1%	55.1%	23.8%

**APPENDIX E-1 - ADMINISTRATOR / STAFF UTILIZATION BY JOB GROUP**

Category: Service Workers and Others

**Job Group:** Campus Peace Officer-Level 1  
**Description:** Campus Security-Entry Level Staff  
**Full-time Employees** 45

Employees in this group hold the following titles:

Title ID	Title Name
04844	Campus Peace Officer
04841	Campus Security Asst

Utilization Report					
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino
<b>Number of Employees</b>	24	43	4	23	15
<b>Underutilized (Yes/No)?</b>					
<b>Number Underutilized</b>					
<b>Actual Utilization Percent</b>	53.3%	95.6%	8.9%	51.1%	33.3%
<b>Labor Market Avail. Percent</b>	28.4%	66.7%	7.1%	28.1%	29.3%

**APPENDIX E-1 - ADMINISTRATOR / STAFF UTILIZATION BY JOB GROUP**

Category: Service Workers and Others

**Job Group:** Custodial Supervisor

Description: Custodial Supervisors

Full-time Employees 5

Employees in this group hold the following titles:

Title ID	Title Name
04862	Custodial Supervisor

Utilization Report					
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino
Number of Employees	1	5	0	3	2
Underutilized (Yes/No)?	Y		Y		
Number Underutilized	0		0		
Actual Utilization Percent	20.0%	100.0%	0.0%	60.0%	40.0%
Labor Market Avail. Percent	29.0%	40.0%	2.4%	13.8%	22.1%

**APPENDIX E-1 - ADMINISTRATOR / STAFF UTILIZATION BY JOB GROUP**

Category: Service Workers and Others

**Job Group:** Custodial

Description: Custodians-Entry Level

Full-time Employees 46

Employees in this group hold the following titles:

Title ID	Title Name
04861	Custodial Assistant

Utilization Report					
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino
Number of Employees	23	42	2	21	19
Underutilized (Yes/No)?					
Number Underutilized					
Actual Utilization Percent	50.0%	91.3%	4.3%	45.7%	41.3%
Labor Market Avail. Percent	27.3%	48.9%	2.8%	15.6%	28.8%

## APPENDIX E-2 COLLEGE LAB TECHNICIAN UTILIZATION BY CATEGORY

### John Jay College

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

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

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

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

**APPENDIX E-2 COLLEGE LAB TECHNICIAN UTILIZATION BY CATEGORY**

**College Lab Tech - Science, Tech, Eng.**

Full-Time Employees: 11

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

**Department ID Department Name**

10225 Sciences

	<b>Utilization Report</b>				
	<b>Female</b>	<b>Total Minority</b>	<b>Asian/Nat. Haw./Oth Pac. Isl</b>	<b>Black/African Am.</b>	<b>Hispanic/ Latino</b>
<b>Number of Employees</b>	8	6	2	0	4
<b>Underutilized (Yes/No)</b>				Y	
<b>Number Underutilized</b>				1	
<b>Actual Utilization Percent</b>	72.7%	54.5%	18.2%	0.0%	36.4%
<b>Labor Market Avail. Percent</b>	27.8%	30.0%	12.9%	8.0%	7.0%

## APPENDIX E-3 - FACULTY UTILIZATION BY DISCIPLINE/PROGRAM

### John Jay College

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

Underutilization occurs where the utilization of a protected group is less than 80% of Labor Market Availability. We calculate a number approximating the number of full-time employees that would be needed to make utilization equal to the labor market. Where utilization is zero (0), underutilization exists but not to the level of one full-time equivalent employee.

Blanks indicate no underutilization.

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

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



**APPENDIX E-3 - FACULTY UTILIZATION BY DISCIPLINE/PROGRAM**

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

Faculty reported in this category are assigned to the following department(s):

- 10314            Africana Studies
- 10179            Latin American & Latina/O St

**Job Group            Faculty-Professorial**

Total Faculty:    15

		<b>Utilization Report</b>				
		<b>Female</b>	<b>Total Minority</b>	<b>Asian/Nat. Haw./Other Pac. Isl.</b>	<b>Black/African Am.</b>	<b>Hispanic/ Latino</b>
Number of Faculty		8	12	0	3	9
Underutilized (Y/N)				Y		
Number Underutilized				1		
Actual Utilization Percent		53.3%	80.0%	0.0%	20.0%	60.0%
Labor Market Avail. Percent		61.3%	39.9%	9.4%	16.4%	8.5%

**APPENDIX E-3 - FACULTY UTILIZATION BY DISCIPLINE/PROGRAM**

**Business, Management, Marketing, Support Services**

Faculty reported in this category are assigned to the following department(s):

10088                  Economics

**Job Group          Faculty-Professorial**

Total Faculty:    8

	Utilization Report				
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/Latino
Number of Faculty	2	2	0	1	1
Underutilized (Y/N)	Y	Y	Y	Y	
Number Underutilized	2	1	1	1	
Actual Utilization Percent	25.0%	25.0%	0.0%	12.5%	12.5%
Labor Market Avail. Percent	43.9%	33.6%	7.1%	20.8%	4.5%

**APPENDIX E-3 - FACULTY UTILIZATION BY DISCIPLINE/PROGRAM**

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

Faculty reported in this category are assigned to the following department(s):

10060                      Communication And Theater Arts

**Job Group**            **Faculty-Professorial**

Total Faculty:    8

	Utilization Report				
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/Latino
Number of Faculty	5	1	0	0	1
Underutilized (Y/N)		Y	Y	Y	
Number Underutilized		1	0	1	
Actual Utilization Percent	62.5%	12.5%	0.0%	0.0%	12.5%
Labor Market Avail. Percent	60.9%	24.5%	6.3%	8.0%	8.3%

**APPENDIX E-3 - FACULTY UTILIZATION BY DISCIPLINE/PROGRAM**

**Education - Developmental**

Faculty reported in this category are assigned to the following department(s):

- 75023            Counseling & Human Services
- 80170            Grant & Research Admin
- 65100            SEEK - Lump Sum

**Job Group      Faculty-Professorial**

Total Faculty:    11

	Utilization Report				
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino
Number of Faculty	9	8	0	3	5
Underutilized (Y/N)			Y		
Number Underutilized			1		
Actual Utilization Percent	81.8%	72.7%	0.0%	27.3%	45.5%
Labor Market Avail. Percent	49.3%	16.6%	7.7%	3.8%	4.8%

**APPENDIX E-3 - FACULTY UTILIZATION BY DISCIPLINE/PROGRAM**

**English Language and Literature/Letters**

Faculty reported in this category are assigned to the following department(s):

10102 English

**Job Group Faculty-Professorial**

Total Faculty: 38

	Utilization Report				
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/Latino
Number of Faculty	20	7	2	3	2
Underutilized (Y/N)					
Number Underutilized					
Actual Utilization Percent	52.6%	18.4%	5.3%	7.9%	5.3%
Labor Market Avail. Percent	60.0%	12.6%	3.5%	3.4%	3.9%

**Job Group Faculty-Lecturer**

Total Faculty: 14

	Utilization Report				
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/Latino
Number of Faculty	9	4	2	1	1
Underutilized (Y/N)					
Number Underutilized					
Actual Utilization Percent	64.3%	28.6%	14.3%	7.1%	7.1%
Labor Market Avail. Percent	66.4%	18.1%	3.5%	6.1%	6.2%

**APPENDIX E-3 - FACULTY UTILIZATION BY DISCIPLINE/PROGRAM**

**Foreign Languages, Literatures, and Linguistics**

Faculty reported in this category are assigned to the following department(s):

10117 Modern Languages & Literatures

**Job Group** Faculty-Professorial

Total Faculty: 6

	Utilization Report				
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/Latino
Number of Faculty	6	5	0	0	5
Underutilized (Y/N)			Y	Y	
Number Underutilized			0	0	
Actual Utilization Percent	100.0%	83.3%	0.0%	0.0%	83.3%
Labor Market Avail. Percent	60.0%	21.1%	6.2%	1.9%	11.7%

**APPENDIX E-3 - FACULTY UTILIZATION BY DISCIPLINE/PROGRAM**

**History**

Faculty reported in this category are assigned to the following department(s):

10147 History

**Job Group** Faculty-Professorial

Total Faculty: 17

	Utilization Report				
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/Latino
Number of Faculty	6	4	1	1	1
Underutilized (Y/N)					
Number Underutilized					
Actual Utilization Percent	35.3%	23.5%	5.9%	5.9%	5.9%
Labor Market Avail. Percent	43.0%	16.8%	3.7%	5.2%	6.8%

**APPENDIX E-3 - FACULTY UTILIZATION BY DISCIPLINE/PROGRAM**

**Homeland Security, Law Enforcement, Firefighting, etc.**

Faculty reported in this category are assigned to the following department(s):

- 10419 Criminal Justice
- 10234 Law, Police Sci & Crim Justice Adm
- 10116 Security, Fire and Emergency

**Job Group Faculty-Professorial**

Total Faculty: 51

	Utilization Report				
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/Latino
Number of Faculty	18	15	6	5	4
Underutilized (Y/N)	Y			Y	
Number Underutilized	11			4	
Actual Utilization Percent	35.3%	29.4%	11.8%	9.8%	7.8%
Labor Market Avail. Percent	57.3%	27.7%	2.3%	18.3%	6.5%

**Job Group Faculty-Lecturer**

Total Faculty: 6

	Utilization Report				
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/Latino
Number of Faculty	0	0	0	0	0
Underutilized (Y/N)	Y	Y	Y	Y	Y
Number Underutilized	3	2	0	1	1
Actual Utilization Percent	0.0%	0.0%	0.0%	0.0%	0.0%
Labor Market Avail. Percent	51.9%	30.9%	3.5%	14.3%	10.6%



**APPENDIX E-3 - FACULTY UTILIZATION BY DISCIPLINE/PROGRAM**

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

Faculty reported in this category are assigned to the following department(s):

70054                      Library

**Job Group**            **Faculty-Professorial**

Total Faculty:    12

	Utilization Report				
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/Latino
Number of Faculty	10	3	1	1	0
Underutilized (Y/N)					Y
Number Underutilized					1
Actual Utilization Percent	83.3%	25.0%	8.3%	8.3%	0.0%
Labor Market Avail. Percent	79.4%	14.3%	1.6%	6.8%	5.4%

**APPENDIX E-3 - FACULTY UTILIZATION BY DISCIPLINE/PROGRAM**

**Mathematics and Computer Science**

Faculty reported in this category are assigned to the following department(s):

10195 Mathematics & Computer Science

**Job Group Faculty-Professorial**

Total Faculty: 17

	Utilization Report				
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/Latino
Number of Faculty	4	8	7	1	0
Underutilized (Y/N)					Y
Number Underutilized					1
Actual Utilization Percent	23.5%	47.1%	41.2%	5.9%	0.0%
Labor Market Avail. Percent	24.9%	19.9%	10.3%	4.5%	3.5%

**Job Group Faculty-Lecturer**

Total Faculty: 10

	Utilization Report				
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/Latino
Number of Faculty	2	8	1	4	3
Underutilized (Y/N)	Y		Y		
Number Underutilized	2		1		
Actual Utilization Percent	20.0%	80.0%	10.0%	40.0%	30.0%
Labor Market Avail. Percent	35.2%	29.4%	17.0%	5.4%	5.0%

**APPENDIX E-3 - FACULTY UTILIZATION BY DISCIPLINE/PROGRAM**

**Multi/Interdisciplinary Studies**

Faculty reported in this category are assigned to the following department(s):

10165 Interdisciplinary Studies

**Job Group** Faculty-Professorial

Total Faculty: 7

	Utilization Report				
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/Latino
Number of Faculty	4	0	0	0	0
Underutilized (Y/N)		Y	Y	Y	Y
Number Underutilized		2	0	1	0
Actual Utilization Percent	57.1%	0.0%	0.0%	0.0%	0.0%
Labor Market Avail. Percent	58.4%	23.9%	6.5%	12.0%	3.7%

**APPENDIX E-3 - FACULTY UTILIZATION BY DISCIPLINE/PROGRAM**

**Philosophy and Religious Studies**

Faculty reported in this category are assigned to the following department(s):

10221                  Philosophy

**Job Group**                  **Faculty-Professorial**

Total Faculty:          11

	Utilization Report				
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/Latino
Number of Faculty	4	4	1	2	1
Underutilized (Y/N)					
Number Underutilized					
Actual Utilization Percent	36.4%	36.4%	9.1%	18.2%	9.1%
Labor Market Avail. Percent	34.4%	17.0%	3.8%	6.7%	4.2%

**APPENDIX E-3 - FACULTY UTILIZATION BY DISCIPLINE/PROGRAM**

**Physical Sciences**

Faculty reported in this category are assigned to the following department(s):

10225                      Sciences

**Job Group**            **Faculty-Professorial**

Total Faculty:    23

	Utilization Report				
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/Latino
Number of Faculty	11	9	4	2	3
Underutilized (Y/N)					
Number Underutilized					
Actual Utilization Percent	47.8%	39.1%	17.4%	8.7%	13.0%
Labor Market Avail. Percent	33.2%	17.6%	7.5%	3.6%	4.5%

**APPENDIX E-3 - FACULTY UTILIZATION BY DISCIPLINE/PROGRAM**

**Psychology**

Faculty reported in this category are assigned to the following department(s):

10245 Psychology

**Job Group** Faculty-Professorial

Total Faculty: 44

	Utilization Report				
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/Latino
Number of Faculty	24	11	3	6	2
Underutilized (Y/N)	Y				Y
Number Underutilized	8				1
Actual Utilization Percent	54.5%	25.0%	6.8%	13.6%	4.5%
Labor Market Avail. Percent	73.8%	23.5%	5.2%	8.4%	7.5%

**APPENDIX E-3 - FACULTY UTILIZATION BY DISCIPLINE/PROGRAM**

**Public Administration and Social Service Professions**

Faculty reported in this category are assigned to the following department(s):

10249                  Public Management

**Job Group          Faculty-Professorial**

Total Faculty:    24

	Utilization Report				
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/Latino
Number of Faculty	12	4	3	1	0
Underutilized (Y/N)	Y	Y		Y	Y
Number Underutilized	4	4		4	1
Actual Utilization Percent	50.0%	16.7%	12.5%	4.2%	0.0%
Labor Market Avail. Percent	67.3%	32.3%	4.1%	21.5%	4.9%

**Job Group          Faculty-Lecturer**

Total Faculty:    5

	Utilization Report				
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/Latino
Number of Faculty	2	1	0	1	0
Underutilized (Y/N)	Y	Y	Y		Y
Number Underutilized	2	1	0		1
Actual Utilization Percent	40.0%	20.0%	0.0%	20.0%	0.0%
Labor Market Avail. Percent	76.6%	36.3%	4.8%	18.2%	10.9%

**APPENDIX E-3 - FACULTY UTILIZATION BY DISCIPLINE/PROGRAM**

**Social Sciences**

Faculty reported in this category are assigned to the following department(s):

- 10015 Anthropology
- 10316 Political Science
- 10283 Sociology

**Job Group** Faculty-Professorial

Total Faculty: 57

	Utilization Report				
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/Latino
Number of Faculty	31	16	7	5	3
Underutilized (Y/N)					
Number Underutilized					
Actual Utilization Percent	54.4%	28.1%	12.3%	8.8%	5.3%
Labor Market Avail. Percent	48.4%	21.0%	6.8%	5.8%	6.5%



**APPENDIX E-3 - FACULTY UTILIZATION BY DISCIPLINE/PROGRAM**

**Visual and Performing Arts**

Faculty reported in this category are assigned to the following department(s):

10022 Art And Music

**Job Group** Faculty-Professorial

Total Faculty: 9

	Utilization Report				
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/Latino
Number of Faculty	4	4	0	2	2
Underutilized (Y/N)			Y		
Number Underutilized			1		
Actual Utilization Percent	44.4%	44.4%	0.0%	22.2%	22.2%
Labor Market Avail. Percent	51.3%	16.1%	6.8%	2.9%	4.9%

F. SUMMARY OF PERSONNEL ACTIVITY

Campus Summary-All Groups

	Net Group Changes	NET ADDITIONS		Joined Group - HIRE	Joined Group-INTERNAL MOVE				NET SUBTRACTIONS		Left Group - SEPARATION	Left Group-INTERNAL MOVE				TITLE CHANGES WITHIN GROUP	
		Addition #	Additions %	Hire (Outside CUNY and Other CUNY College)	Move from a Higher Group	Move from a Lower Group	Other Change of Group	Return to Faculty from Other Title	Sub. #	Sub %	Separation (Left College or Left CUNY)	Move to Higher Group	Move to Lower Group	Other Change of Group	Return to Faculty Title	Title Change Within Group	Title Change %
<b>Total</b>	23	128		115	-	13	-	-	(105)		(92)	(13)	-	-	-	46	
<b>Male</b>	7	57	45%	51	-	6	-	-	(50)	48%	(44)	(6)	-	-	-	17	37%
<b>Female</b>	16	71	55%	64	-	7	-	-	(55)	52%	(48)	(7)	-	-	-	29	63%
<b>Other/Unknown</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Total Min</b>	21	74	58%	68	-	6	-	-	(53)	50%	(47)	(6)	-	-	-	21	46%
<b>Asian</b>	3	9	7%	9	-	-	-	-	(6)	6%	(6)	-	-	-	-	4	9%
<b>Black</b>	7	31	24%	30	-	1	-	-	(24)	23%	(23)	(1)	-	-	-	7	15%
<b>Hispanic</b>	10	32	25%	27	-	5	-	-	(22)	21%	(17)	(5)	-	-	-	10	22%
<b>Other Minority</b>	1	2	2%	2	-	-	-	-	(1)	1%	(1)	-	-	-	-	-	0%
<b>Italian-American</b>	4	9	7%	8	-	1	-	-	(5)	5%	(4)	(1)	-	-	-	4	9%
<b>White (Not Ital)</b>	(4)	43	34%	37	-	6	-	-	(47)	45%	(41)	(6)	-	-	-	21	46%
<b>All White</b>	-	52	41%	45	-	7	-	-	(52)	50%	(45)	(7)	-	-	-	25	54%
<b>Unknown</b>	2	2	2%	2	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Veterans</b>	-	1	1%	1	-	-	-	-	(1)	1%	(1)	-	-	-	-	-	0%
<b>Individuals w/Disabilities</b>	1	1	1%	1	-	-	-	-	-	0%	-	-	-	-	-	-	0%

Category Summary

Executive/Administrative/Managerial

	Net Group Changes	NET ADDITIONS		Joined Group - HIRE	Joined Group-INTERNAL MOVE				NET SUBTRACTIONS		Left Group - SEPARATION	Left Group-INTERNAL MOVE				TITLE CHANGES WITHIN GROUP	
		Addition #	Additions %	Hire (Outside CUNY and Other CUNY College)	Move from a Higher Group	Move from a Lower Group	Other Change of Group	Return to Faculty from Other Title	Sub. #	Sub %	Separation (Left College or Left CUNY)	Move to Higher Group	Move to Lower Group	Other Change of Group	Return to Faculty Title	Title Change Within Group	Title Change %
<b>Total</b>	7	28		19	-	9	-	-	(21)		(21)	-	-	-	-	6	
<b>Male</b>	3	10	36%	8	-	2	-	-	(7)	33%	(7)	-	-	-	-	2	33%
<b>Female</b>	4	18	64%	11	-	7	-	-	(14)	67%	(14)	-	-	-	-	4	67%
<b>Other/Unknown</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Total Min</b>	10	15	54%	11	-	4	-	-	(5)	24%	(5)	-	-	-	-	1	17%
<b>Asian</b>	-	2	7%	2	-	-	-	-	(2)	10%	(2)	-	-	-	-	1	17%
<b>Black</b>	4	5	18%	4	-	1	-	-	(1)	5%	(1)	-	-	-	-	-	0%
<b>Hispanic</b>	6	8	29%	5	-	3	-	-	(2)	10%	(2)	-	-	-	-	-	0%
<b>Other Minority</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Italian-American</b>	(1)	1	4%	-	-	1	-	-	(2)	10%	(2)	-	-	-	-	1	17%
<b>White (Not Ital)</b>	(2)	12	43%	8	-	4	-	-	(14)	67%	(14)	-	-	-	-	4	67%
<b>All White</b>	(3)	13	46%	8	-	5	-	-	(16)	76%	(16)	-	-	-	-	5	83%
<b>Unknown</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Veterans</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Individuals w/Disabilities</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%

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

	Net Group Changes	NET ADDITIONS		Joined Group - HIRE	Joined Group-INTERNAL MOVE				NET SUBTRACTIONS		Left Group - SEPARATION	Left Group-INTERNAL MOVE				TITLE CHANGES WITHIN GROUP	
		Addition #	Additions %	Hire (Outside CUNY and Other CUNY College)	Move from a Higher Group	Move from a Lower Group	Other Change of Group	Return to Faculty from Other Title	Sub. #	Sub %	Separation (Left College or Left CUNY)	Move to Higher Group	Move to Lower Group	Other Change of Group	Return to Faculty Title	Title Change Within Group	Title Change %
<b>Total</b>	1	5		4	-	1	-	-	(4)		(4)	-	-	-	-	3	
<b>Male</b>	3	3	60%	2	-	1	-	-	-	0%	-	-	-	-	-	1	33%
<b>Female</b>	(2)	2	40%	2	-	-	-	-	(4)	100%	(4)	-	-	-	-	2	67%
<b>Other/Unknown</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Total Min</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Asian</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Black</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Hispanic</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Other Minority</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Italian-American</b>	(1)	-	0%	-	-	-	-	-	(1)	25%	(1)	-	-	-	-	1	33%
<b>White (Not Ital)</b>	2	5	100%	4	-	1	-	-	(3)	75%	(3)	-	-	-	-	2	67%
<b>All White</b>	1	5	100%	4	-	1	-	-	(4)	100%	(4)	-	-	-	-	3	100%
<b>Unknown</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Veterans Individuals w/Disabilities</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%

Job Group Summary  
Administration 2 (Managers)

	Net Group Changes	NET ADDITIONS		Joined Group - HIRE	Joined Group-INTERNAL MOVE				NET SUBTRACTIONS		Left Group - SEPARATION	Left Group-INTERNAL MOVE				TITLE CHANGES WITHIN GROUP	
		Addition #	Additions %	Hire (Outside CUNY and Other CUNY College)	Move from a Higher Group	Move from a Lower Group	Other Change of Group	Return to Faculty from Other Title	Sub. #	Sub %	Separation (Left College or Left CUNY)	Move to Higher Group	Move to Lower Group	Other Change of Group	Return to Faculty Title	Title Change Within Group	Title Change %
<b>Total</b>	7	21		13	-	8	-	-	(14)		(14)	-	-	-	-	3	
<b>Male</b>	2	6	29%	5	-	1	-	-	(4)	29%	(4)	-	-	-	-	1	33%
<b>Female</b>	5	15	71%	8	-	7	-	-	(10)	71%	(10)	-	-	-	-	2	67%
<b>Other/Unknown</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Total Min</b>	8	13	62%	9	-	4	-	-	(5)	36%	(5)	-	-	-	-	1	33%
<b>Asian</b>	-	2	10%	2	-	-	-	-	(2)	14%	(2)	-	-	-	-	1	33%
<b>Black</b>	3	4	19%	3	-	1	-	-	(1)	7%	(1)	-	-	-	-	-	0%
<b>Hispanic</b>	5	7	33%	4	-	3	-	-	(2)	14%	(2)	-	-	-	-	-	0%
<b>Other Minority</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Italian-American</b>	1	1	5%	-	-	1	-	-	-	0%	-	-	-	-	-	-	0%
<b>White (Not Ital)</b>	(2)	7	33%	4	-	3	-	-	(9)	64%	(9)	-	-	-	-	2	67%
<b>All White</b>	(1)	8	38%	4	-	4	-	-	(9)	64%	(9)	-	-	-	-	2	67%
<b>Unknown</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Veterans Individuals w/Disabilities</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%

**Job Group Summary**  
**Facility Manager**

	Net Group Changes	NET ADDITIONS		Joined Group - HIRE				NET SUBTRACTIONS		Left Group - SEPARATION	Left Group-INTERNAL MOVE				TITLE CHANGES WITHIN GROUP	
		Addition #	Additions %	Hire (Outside CUNY and Other CUNY College)	Move from a Higher Group	Move from a Lower Group	Other Change of Group	Return to Faculty from Other Title	Sub. #	Sub %	Separation (Left College or Left CUNY)	Move to Higher Group	Move to Lower Group	Other Change of Group	Return to Faculty Title	Title Change Within Group
<b>Total</b>	(2)	-		-	-	-	-	-		(2)	-	-	-	-	-	
<b>Male</b>	(2)	-	0%	-	-	-	-	-	100%	(2)	-	-	-	-	-	0%
<b>Female</b>	-	-	0%	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Other/Unknown</b>	-	-	0%	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Total Min</b>	-	-	0%	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Asian</b>	-	-	0%	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Black</b>	-	-	0%	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Hispanic</b>	-	-	0%	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Other Minority</b>	-	-	0%	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Italian-American</b>	(1)	-	0%	-	-	-	-	-	50%	(1)	-	-	-	-	-	0%
<b>White (Not Ital)</b>	(1)	-	0%	-	-	-	-	-	50%	(1)	-	-	-	-	-	0%
<b>All White</b>	(2)	-	0%	-	-	-	-	-	100%	(2)	-	-	-	-	-	0%
<b>Unknown</b>	-	-	0%	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Veterans Individuals w/Disabilities</b>	-	-	0%	-	-	-	-	-	0%	-	-	-	-	-	-	0%

Job Group Summary  
Security Manager

	Net Group Changes	NET ADDITIONS		Joined Group - HIRE	Joined Group-INTERNAL MOVE				NET SUBTRACTIONS		Left Group - SEPARATION	Left Group-INTERNAL MOVE				TITLE CHANGES WITHIN GROUP	
		Addition #	Additions %	Hire (Outside CUNY and Other CUNY College)	Move from a Higher Group	Move from a Lower Group	Other Change of Group	Return to Faculty from Other Title	Sub. #	Sub %	Separation (Left College or Left CUNY)	Move to Higher Group	Move to Lower Group	Other Change of Group	Return to Faculty Title	Title Change Within Group	Title Change %
<b>Total</b>	1	1		1	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Male</b>	1	1	100%	1	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Female</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Other/Unknown</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Total Min</b>	1	1	100%	1	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Asian</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Black</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Hispanic</b>	1	1	100%	1	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Other Minority</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Italian-American</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>White (Not Ital)</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>All White</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Unknown</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Veterans Individuals w/Disabilities</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%



Category Summary  
Professional Faculty

	Net Group Changes	NET ADDITIONS		Joined Group - HIRE	Joined Group-INTERNAL MOVE				NET SUBTRACTIONS		Left Group - SEPARATION	Left Group-INTERNAL MOVE				TITLE CHANGES WITHIN GROUP	
		Addition #	Additions %	Hire (Outside CUNY and Other CUNY College)	Move from a Higher Group	Move from a Lower Group	Other Change of Group	Return to Faculty from Other Title	Sub. #	Sub %	Separation (Left College or Left CUNY)	Move to Higher Group	Move to Lower Group	Other Change of Group	Return to Faculty Title	Title Change Within Group	Title Change %
<b>Total</b>	10	32		32	-	-	-	-	(22)		(21)	(1)	-	-	-	22	
<b>Male</b>	2	15	47%	15	-	-	-	-	(13)	59%	(12)	(1)	-	-	-	12	55%
<b>Female</b>	8	17	53%	17	-	-	-	-	(9)	41%	(9)	-	-	-	-	10	45%
<b>Other/Unknown</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Total Min</b>	6	11	34%	11	-	-	-	-	(5)	23%	(5)	-	-	-	-	6	27%
<b>Asian</b>	2	2	6%	2	-	-	-	-	-	0%	-	-	-	-	-	2	9%
<b>Black</b>	2	5	16%	5	-	-	-	-	(3)	14%	(3)	-	-	-	-	2	9%
<b>Hispanic</b>	2	4	13%	4	-	-	-	-	(2)	9%	(2)	-	-	-	-	2	9%
<b>Other Minority</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Italian-American</b>	3	5	16%	5	-	-	-	-	(2)	9%	(2)	-	-	-	-	1	5%
<b>White (Not Ital)</b>	1	16	50%	16	-	-	-	-	(15)	68%	(14)	(1)	-	-	-	15	68%
<b>All White</b>	4	21	66%	21	-	-	-	-	(17)	77%	(16)	(1)	-	-	-	16	73%
<b>Unknown</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Veterans</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Individuals w/Disabilities</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%

Job Group Summary  
Faculty-Professorial

	Net Group Changes	NET ADDITIONS		Joined Group - HIRE	Joined Group-INTERNAL MOVE				NET SUBTRACTIONS		Left Group - SEPARATION	Left Group-INTERNAL MOVE				TITLE CHANGES WITHIN GROUP	
		Addition #	Additions %	Hire (Outside CUNY and Other CUNY College)	Move from a Higher Group	Move from a Lower Group	Other Change of Group	Return to Faculty from Other Title	Sub. #	Sub %	Separation (Left College or Left CUNY)	Move to Higher Group	Move to Lower Group	Other Change of Group	Return to Faculty Title	Title Change Within Group	Title Change %
<b>Total</b>	2	21		21	-	-	-	-	(19)		(18)	(1)	-	-	-	21	
<b>Male</b>	(3)	7	33%	7	-	-	-	-	(10)	53%	(9)	(1)	-	-	-	11	52%
<b>Female</b>	5	14	67%	14	-	-	-	-	(9)	47%	(9)	-	-	-	-	10	48%
<b>Other/Unknown</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Total Min</b>	4	7	33%	7	-	-	-	-	(3)	16%	(3)	-	-	-	-	6	29%
<b>Asian</b>	2	2	10%	2	-	-	-	-	-	0%	-	-	-	-	-	2	10%
<b>Black</b>	1	3	14%	3	-	-	-	-	(2)	11%	(2)	-	-	-	-	2	10%
<b>Hispanic</b>	1	2	10%	2	-	-	-	-	(1)	5%	(1)	-	-	-	-	2	10%
<b>Other Minority</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Italian-American</b>	2	3	14%	3	-	-	-	-	(1)	5%	(1)	-	-	-	-	1	5%
<b>White (Not Ital)</b>	(4)	11	52%	11	-	-	-	-	(15)	79%	(14)	(1)	-	-	-	14	67%
<b>All White</b>	(2)	14	67%	14	-	-	-	-	(16)	84%	(15)	(1)	-	-	-	15	71%
<b>Unknown</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Veterans</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Individuals w/Disabilities</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%

Job Group Summary  
Faculty-Lecturer

	Net Group Changes	NET ADDITIONS		Joined Group - HIRE	Joined Group-INTERNAL MOVE				NET SUBTRACTIONS		Left Group - SEPARATION	Left Group-INTERNAL MOVE				TITLE CHANGES WITHIN GROUP	
		Addition #	Additions %	Hire (Outside CUNY and Other CUNY College)	Move from a Higher Group	Move from a Lower Group	Other Change of Group	Return to Faculty from Other Title	Sub. #	Sub %	Separation (Left College or Left CUNY)	Move to Higher Group	Move to Lower Group	Other Change of Group	Return to Faculty Title	Title Change Within Group	Title Change %
<b>Total</b>	8	11		11	-	-	-	-	(3)		(3)	-	-	-	-	1	
<b>Male</b>	5	8	73%	8	-	-	-	-	(3)	100%	(3)	-	-	-	-	1	100%
<b>Female</b>	3	3	27%	3	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Other/Unknown</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Total Min</b>	2	4	36%	4	-	-	-	-	(2)	67%	(2)	-	-	-	-	-	0%
<b>Asian</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Black</b>	1	2	18%	2	-	-	-	-	(1)	33%	(1)	-	-	-	-	-	0%
<b>Hispanic</b>	1	2	18%	2	-	-	-	-	(1)	33%	(1)	-	-	-	-	-	0%
<b>Other Minority</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Italian-American</b>	1	2	18%	2	-	-	-	-	(1)	33%	(1)	-	-	-	-	-	0%
<b>White (Not Ital)</b>	5	5	45%	5	-	-	-	-	-	0%	-	-	-	-	1	100%	
<b>All White</b>	6	7	64%	7	-	-	-	-	(1)	33%	(1)	-	-	-	1	100%	
<b>Unknown</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Veterans</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Individuals w/Disabilities</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%

Category Summary  
Professional Non-Faculty

	Net Group Changes	NET ADDITIONS		Joined Group - HIRE	Joined Group-INTERNAL MOVE				NET SUBTRACTIONS		Left Group - SEPARATION	Left Group-INTERNAL MOVE				TITLE CHANGES WITHIN GROUP	
		Addition #	Additions %	Hire (Outside CUNY and Other CUNY College)	Move from a Higher Group	Move from a Lower Group	Other Change of Group	Return to Faculty from Other Title	Sub. #	Sub %	Separation (Left College or Left CUNY)	Move to Higher Group	Move to Lower Group	Other Change of Group	Return to Faculty Title	Title Change Within Group	Title Change %
<b>Total</b>	3	33		31	-	2	-	-	(30)		(22)	(8)	-	-	-	16	
<b>Male</b>	2	13	39%	11	-	2	-	-	(11)	37%	(10)	(1)	-	-	-	1	6%
<b>Female</b>	1	20	61%	20	-	-	-	-	(19)	63%	(12)	(7)	-	-	-	15	94%
<b>Other/Unknown</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Total Min</b>	1	21	64%	20	-	1	-	-	(20)	67%	(16)	(4)	-	-	-	12	75%
<b>Asian</b>	2	4	12%	4	-	-	-	-	(2)	7%	(2)	-	-	-	-	1	6%
<b>Black</b>	(4)	5	15%	5	-	-	-	-	(9)	30%	(8)	(1)	-	-	-	5	31%
<b>Hispanic</b>	2	11	33%	10	-	1	-	-	(9)	30%	(6)	(3)	-	-	-	6	38%
<b>Other Minority</b>	1	1	3%	1	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Italian-American</b>	-	1	3%	1	-	-	-	-	(1)	3%	-	(1)	-	-	-	2	13%
<b>White (Not Ital)</b>	-	9	27%	8	-	1	-	-	(9)	30%	(6)	(3)	-	-	-	2	13%
<b>All White</b>	-	10	30%	9	-	1	-	-	(10)	33%	(6)	(4)	-	-	-	4	25%
<b>Unknown</b>	2	2	6%	2	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Veterans</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Individuals w/Disabilities</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%

Job Group Summary  
Administration 3 (Professional)

	Net Group Changes	NET ADDITIONS		Joined Group - HIRE	Joined Group-INTERNAL MOVE				NET SUBTRACTIONS		Left Group - SEPARATION	Left Group-INTERNAL MOVE				TITLE CHANGES WITHIN GROUP	
		Addition #	Additions %	Hire (Outside CUNY and Other CUNY College)	Move from a Higher Group	Move from a Lower Group	Other Change of Group	Return to Faculty from Other Title	Sub. #	Sub %	Separation (Left College or Left CUNY)	Move to Higher Group	Move to Lower Group	Other Change of Group	Return to Faculty Title	Title Change Within Group	Title Change %
<b>Total</b>	(1)	29		27	-	2	-	-	(30)		(22)	(8)	-	-	-	16	
<b>Male</b>	-	11	38%	9	-	2	-	-	(11)	37%	(10)	(1)	-	-	-	1	6%
<b>Female</b>	(1)	18	62%	18	-	-	-	-	(19)	63%	(12)	(7)	-	-	-	15	94%
<b>Other/Unknown</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Total Min</b>	(2)	18	62%	17	-	1	-	-	(20)	67%	(16)	(4)	-	-	-	12	75%
<b>Asian</b>	1	3	10%	3	-	-	-	-	(2)	7%	(2)	-	-	-	-	1	6%
<b>Black</b>	(5)	4	14%	4	-	-	-	-	(9)	30%	(8)	(1)	-	-	-	5	31%
<b>Hispanic</b>	1	10	34%	9	-	1	-	-	(9)	30%	(6)	(3)	-	-	-	6	38%
<b>Other Minority</b>	1	1	3%	1	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Italian-American</b>	-	1	3%	1	-	-	-	-	(1)	3%	-	(1)	-	-	-	2	13%
<b>White (Not Ital)</b>	(1)	8	28%	7	-	1	-	-	(9)	30%	(6)	(3)	-	-	-	2	13%
<b>All White</b>	(1)	9	31%	8	-	1	-	-	(10)	33%	(6)	(4)	-	-	-	4	25%
<b>Unknown</b>	2	2	7%	2	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Veterans</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Individuals w/Disabilities</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%

Job Group Summary  
IT Computer Professional

	Net Group Changes	NET ADDITIONS		Joined Group - HIRE	Joined Group-INTERNAL MOVE				NET SUBTRACTIONS		Left Group - SEPARATION	Left Group-INTERNAL MOVE				TITLE CHANGES WITHIN GROUP	
		Addition #	Additions %	Hire (Outside CUNY and Other CUNY College)	Move from a Higher Group	Move from a Lower Group	Other Change of Group	Return to Faculty from Other Title	Sub. #	Sub %	Separation (Left College or Left CUNY)	Move to Higher Group	Move to Lower Group	Other Change of Group	Return to Faculty Title	Title Change Within Group	Title Change %
<b>Total</b>	4	4		4	-	-	-	-	-		-	-	-	-	-	-	
<b>Male</b>	2	2	50%	2	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Female</b>	2	2	50%	2	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Other/Unknown</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Total Min</b>	3	3	75%	3	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Asian</b>	1	1	25%	1	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Black</b>	1	1	25%	1	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Hispanic</b>	1	1	25%	1	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Other Minority</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Italian-American</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>White (Not Ital)</b>	1	1	25%	1	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>All White</b>	1	1	25%	1	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Unknown</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Veterans</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Individuals w/Disabilities</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%

Category Summary

Administrative Support Workers

	Net Group Changes	NET ADDITIONS		Joined Group - HIRE	Joined Group-INTERNAL MOVE				NET SUBTRACTIONS		Left Group - SEPARATION	Left Group-INTERNAL MOVE				TITLE CHANGES WITHIN GROUP	
		Addition #	Additions %	Hire (Outside CUNY and Other CUNY College)	Move from a Higher Group	Move from a Lower Group	Other Change of Group	Return to Faculty from Other Title	Sub. #	Sub %	Separation (Left College or Left CUNY)	Move to Higher Group	Move to Lower Group	Other Change of Group	Return to Faculty Title	Title Change Within Group	Title Change %
<b>Total</b>	(5)	3		3	-	-	-	-	(8)		(7)	(1)	-	-	-	-	
<b>Male</b>	-	1	33%	1	-	-	-	-	(1)	13%	-	(1)	-	-	-	-	0%
<b>Female</b>	(5)	2	67%	2	-	-	-	-	(7)	88%	(7)	-	-	-	-	-	0%
<b>Other/Unknown</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Total Min</b>	(5)	3	100%	3	-	-	-	-	(8)	100%	(7)	(1)	-	-	-	-	0%
<b>Asian</b>	(1)	-	0%	-	-	-	-	-	(1)	13%	(1)	-	-	-	-	-	0%
<b>Black</b>	(1)	1	33%	1	-	-	-	-	(2)	25%	(2)	-	-	-	-	-	0%
<b>Hispanic</b>	(3)	2	67%	2	-	-	-	-	(5)	63%	(4)	(1)	-	-	-	-	0%
<b>Other Minority</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Italian-American</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>White (Not Ital)</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>All White</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Unknown</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Veterans</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Individuals w/Disabilities</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%

Job Group Summary  
CUNY Office Assistant

	Net Group Changes	NET ADDITIONS		Joined Group - HIRE	Joined Group-INTERNAL MOVE				NET SUBTRACTIONS		Left Group - SEPARATION	Left Group-INTERNAL MOVE				TITLE CHANGES WITHIN GROUP	
		Addition #	Additions %	Hire (Outside CUNY and Other CUNY College)	Move from a Higher Group	Move from a Lower Group	Other Change of Group	Return to Faculty from Other Title	Sub. #	Sub %	Separation (Left College or Left CUNY)	Move to Higher Group	Move to Lower Group	Other Change of Group	Return to Faculty Title	Title Change Within Group	Title Change %
<b>Total</b>	(3)	3		3	-	-	-	-	(6)		(5)	(1)	-	-	-	-	
<b>Male</b>	-	1	33%	1	-	-	-	-	(1)	17%	-	(1)	-	-	-	-	0%
<b>Female</b>	(3)	2	67%	2	-	-	-	-	(5)	83%	(5)	-	-	-	-	-	0%
<b>Other/Unknown</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Total Min</b>	(3)	3	100%	3	-	-	-	-	(6)	100%	(5)	(1)	-	-	-	-	0%
<b>Asian</b>	(1)	-	0%	-	-	-	-	-	(1)	17%	(1)	-	-	-	-	-	0%
<b>Black</b>	-	1	33%	1	-	-	-	-	(1)	17%	(1)	-	-	-	-	-	0%
<b>Hispanic</b>	(2)	2	67%	2	-	-	-	-	(4)	67%	(3)	(1)	-	-	-	-	0%
<b>Other Minority</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Italian-American</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>White (Not Ital)</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>All White</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Unknown</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Veterans</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Individuals w/Disabilities</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%



Job Group Summary  
CUNY Admin Assistant

	Net Group Changes	NET ADDITIONS		Joined Group - HIRE	Joined Group-INTERNAL MOVE				NET SUBTRACTIONS		Left Group - SEPARATION	Left Group-INTERNAL MOVE				TITLE CHANGES WITHIN GROUP	
		Addition #	Additions %	Hire (Outside CUNY and Other CUNY College)	Move from a Higher Group	Move from a Lower Group	Other Change of Group	Return to Faculty from Other Title	Sub. #	Sub %	Separation (Left College or Left CUNY)	Move to Higher Group	Move to Lower Group	Other Change of Group	Return to Faculty Title	Title Change Within Group	Title Change %
<b>Total</b>	(2)	-		-	-	-	-	-	(2)		(2)	-	-	-	-	-	
<b>Male</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Female</b>	(2)	-	0%	-	-	-	-	-	(2)	100%	(2)	-	-	-	-	-	0%
<b>Other/Unknown</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Total Min</b>	(2)	-	0%	-	-	-	-	-	(2)	100%	(2)	-	-	-	-	-	0%
<b>Asian</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Black</b>	(1)	-	0%	-	-	-	-	-	(1)	50%	(1)	-	-	-	-	-	0%
<b>Hispanic</b>	(1)	-	0%	-	-	-	-	-	(1)	50%	(1)	-	-	-	-	-	0%
<b>Other Minority</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Italian-American</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>White (Not Ital)</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>All White</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Unknown</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Veterans</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Individuals w/Disabilities</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%

Category Summary

Craft Workers

	Net Group Changes	NET ADDITIONS		Joined Group - HIRE	Joined Group-INTERNAL MOVE				NET SUBTRACTIONS		Left Group - SEPARATION	Left Group-INTERNAL MOVE				TITLE CHANGES WITHIN GROUP	
		Addition #	Additions %	Hire (Outside CUNY and Other CUNY College)	Move from a Higher Group	Move from a Lower Group	Other Change of Group	Return to Faculty from Other Title	Sub. #	Sub %	Separation (Left College or Left CUNY)	Move to Higher Group	Move to Lower Group	Other Change of Group	Return to Faculty Title	Title Change Within Group	Title Change %
<b>Total</b>	(1)	2		1	-	1	-	-	(3)		(2)	(1)	-	-	-	-	
<b>Male</b>	(1)	2	100%	1	-	1	-	-	(3)	100%	(2)	(1)	-	-	-	-	0%
<b>Female</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Other/Unknown</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Total Min</b>	(1)	-	0%	-	-	-	-	-	(1)	33%	(1)	-	-	-	-	-	0%
<b>Asian</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Black</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Hispanic</b>	(1)	-	0%	-	-	-	-	-	(1)	33%	(1)	-	-	-	-	-	0%
<b>Other Minority</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Italian-American</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>White (Not Ital)</b>	-	2	100%	1	-	1	-	-	(2)	67%	(1)	(1)	-	-	-	-	0%
<b>All White</b>	-	2	100%	1	-	1	-	-	(2)	67%	(1)	(1)	-	-	-	-	0%
<b>Unknown</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Veterans</b>	(1)	-	0%	-	-	-	-	-	(1)	33%	(1)	-	-	-	-	-	0%
<b>Individuals w/Disabilities</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%

Job Group Summary  
Skilled Trades

	Net Group Changes	NET ADDITIONS		Joined Group - HIRE	Joined Group-INTERNAL MOVE				NET SUBTRACTIONS		Left Group - SEPARATION	Left Group-INTERNAL MOVE				TITLE CHANGES WITHIN GROUP	
		Addition #	Additions %	Hire (Outside CUNY and Other CUNY College)	Move from a Higher Group	Move from a Lower Group	Other Change of Group	Return to Faculty from Other Title	Sub. #	Sub %	Separation (Left College or Left CUNY)	Move to Higher Group	Move to Lower Group	Other Change of Group	Return to Faculty Title	Title Change Within Group	Title Change %
<b>Total</b>	(2)	1		1	-	-	-	-	(3)		(2)	(1)	-	-	-	-	
<b>Male</b>	(2)	1	100%	1	-	-	-	-	(3)	100%	(2)	(1)	-	-	-	-	0%
<b>Female</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Other/Unknown</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Total Min</b>	(1)	-	0%	-	-	-	-	-	(1)	33%	(1)	-	-	-	-	-	0%
<b>Asian</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Black</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Hispanic</b>	(1)	-	0%	-	-	-	-	-	(1)	33%	(1)	-	-	-	-	-	0%
<b>Other Minority</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Italian-American</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>White (Not Ital)</b>	(1)	1	100%	1	-	-	-	-	(2)	67%	(1)	(1)	-	-	-	-	0%
<b>All White</b>	(1)	1	100%	1	-	-	-	-	(2)	67%	(1)	(1)	-	-	-	-	0%
<b>Unknown</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Veterans</b>	(1)	-	0%	-	-	-	-	-	(1)	33%	(1)	-	-	-	-	-	0%
<b>Individuals w/Disabilities</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%

Job Group Summary  
Skilled Trades-Supervisor

	Net Group Changes	NET ADDITIONS		Joined Group - HIRE	Joined Group-INTERNAL MOVE				NET SUBTRACTIONS		Left Group - SEPARATION	Left Group-INTERNAL MOVE				TITLE CHANGES WITHIN GROUP	
		Addition #	Additions %	Hire (Outside CUNY and Other CUNY College)	Move from a Higher Group	Move from a Lower Group	Other Change of Group	Return to Faculty from Other Title	Sub. #	Sub %	Separation (Left College or Left CUNY)	Move to Higher Group	Move to Lower Group	Other Change of Group	Return to Faculty Title	Title Change Within Group	Title Change %
<b>Total</b>	1	1		-	-	1	-	-	-		-	-	-	-	-	-	
<b>Male</b>	1	1	100%	-	-	1	-	-	-	0%	-	-	-	-	-	-	0%
<b>Female</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Other/Unknown</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Total Min</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Asian</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Black</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Hispanic</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Other Minority</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Italian-American</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>White (Not Ital)</b>	1	1	100%	-	-	1	-	-	-	0%	-	-	-	-	-	-	0%
<b>All White</b>	1	1	100%	-	-	1	-	-	-	0%	-	-	-	-	-	-	0%
<b>Unknown</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Veterans</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Individuals w/Disabilities</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%

Category Summary  
Technicians

	Net Group Changes	NET ADDITIONS		Joined Group - HIRE	Joined Group-INTERNAL MOVE				NET SUBTRACTIONS		Left Group - SEPARATION	Left Group-INTERNAL MOVE				TITLE CHANGES WITHIN GROUP	
		Addition #	Additions %	Hire (Outside CUNY and Other CUNY College)	Move from a Higher Group	Move from a Lower Group	Other Change of Group	Return to Faculty from Other Title	Sub. #	Sub %	Separation (Left College or Left CUNY)	Move to Higher Group	Move to Lower Group	Other Change of Group	Return to Faculty Title	Title Change Within Group	Title Change %
<b>Total</b>	-	6		6	-	-	-	-	(6)		(5)	(1)	-	-	-	-	0%
<b>Male</b>	1	4	67%	4	-	-	-	-	(3)	50%	(2)	(1)	-	-	-	-	0%
<b>Female</b>	(1)	2	33%	2	-	-	-	-	(3)	50%	(3)	-	-	-	-	-	0%
<b>Other/Unknown</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Total Min</b>	1	2	33%	2	-	-	-	-	(1)	17%	(1)	-	-	-	-	-	0%
<b>Asian</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Black</b>	1	1	17%	1	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Hispanic</b>	-	1	17%	1	-	-	-	-	(1)	17%	(1)	-	-	-	-	-	0%
<b>Other Minority</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Italian-American</b>	1	1	17%	1	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>White (Not Ital)</b>	(2)	3	50%	3	-	-	-	-	(5)	83%	(4)	(1)	-	-	-	-	0%
<b>All White</b>	(1)	4	67%	4	-	-	-	-	(5)	83%	(4)	(1)	-	-	-	-	0%
<b>Unknown</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Veterans</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Individuals w/Disabilities</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%

Job Group Summary  
Administration 4 (College Lab Tech)

	Net Group Changes	NET ADDITIONS		Joined Group - HIRE	Joined Group-INTERNAL MOVE				NET SUBTRACTIONS		Left Group - SEPARATION	Left Group-INTERNAL MOVE				TITLE CHANGES WITHIN GROUP	
		Addition #	Additions %	Hire (Outside CUNY and Other CUNY College)	Move from a Higher Group	Move from a Lower Group	Other Change of Group	Return to Faculty from Other Title	Sub. #	Sub %	Separation (Left College or Left CUNY)	Move to Higher Group	Move to Lower Group	Other Change of Group	Return to Faculty Title	Title Change Within Group	Title Change %
<b>Total</b>	(1)	1		1	-	-	-	-	(2)		(2)	-	-	-	-	-	
<b>Male</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Female</b>	(1)	1	100%	1	-	-	-	-	(2)	100%	(2)	-	-	-	-	-	0%
<b>Other/Unknown</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Total Min</b>	(1)	-	0%	-	-	-	-	-	(1)	50%	(1)	-	-	-	-	-	0%
<b>Asian</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Black</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Hispanic</b>	(1)	-	0%	-	-	-	-	-	(1)	50%	(1)	-	-	-	-	-	0%
<b>Other Minority</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Italian-American</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>White (Not Ital)</b>	-	1	100%	1	-	-	-	-	(1)	50%	(1)	-	-	-	-	-	0%
<b>All White</b>	-	1	100%	1	-	-	-	-	(1)	50%	(1)	-	-	-	-	-	0%
<b>Unknown</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Veterans</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Individuals w/Disabilities</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%

Job Group Summary  
Broadcast/Media

	Net Group Changes	NET ADDITIONS		Joined Group - HIRE	Joined Group-INTERNAL MOVE				NET SUBTRACTIONS		Left Group - SEPARATION	Left Group-INTERNAL MOVE				TITLE CHANGES WITHIN GROUP	
		Addition #	Additions %	Hire (Outside CUNY and Other CUNY College)	Move from a Higher Group	Move from a Lower Group	Other Change of Group	Return to Faculty from Other Title	Sub. #	Sub %	Separation (Left College or Left CUNY)	Move to Higher Group	Move to Lower Group	Other Change of Group	Return to Faculty Title	Title Change Within Group	Title Change %
<b>Total</b>	1	3		3	-	-	-	-	(2)		(2)	-	-	-	-	-	
<b>Male</b>	2	3	100%	3	-	-	-	-	(1)	50%	(1)	-	-	-	-	-	0%
<b>Female</b>	(1)	-	0%	-	-	-	-	-	(1)	50%	(1)	-	-	-	-	-	0%
<b>Other/Unknown</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Total Min</b>	2	2	67%	2	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Asian</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Black</b>	1	1	33%	1	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Hispanic</b>	1	1	33%	1	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Other Minority</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Italian-American</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>White (Not Ital)</b>	(1)	1	33%	1	-	-	-	-	(2)	100%	(2)	-	-	-	-	-	0%
<b>All White</b>	(1)	1	33%	1	-	-	-	-	(2)	100%	(2)	-	-	-	-	-	0%
<b>Unknown</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Veterans</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Individuals w/Disabilities</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%

Job Group Summary  
Print Shop

	Net Group Changes	NET ADDITIONS		Joined Group - HIRE	Joined Group-INTERNAL MOVE				NET SUBTRACTIONS		Left Group - SEPARATION	Left Group-INTERNAL MOVE				TITLE CHANGES WITHIN GROUP	
		Addition #	Additions %	Hire (Outside CUNY and Other CUNY College)	Move from a Higher Group	Move from a Lower Group	Other Change of Group	Return to Faculty from Other Title	Sub. #	Sub %	Separation (Left College or Left CUNY)	Move to Higher Group	Move to Lower Group	Other Change of Group	Return to Faculty Title	Title Change Within Group	Title Change %
<b>Total</b>	-	2		2	-	-	-	-	(2)		(1)	(1)	-	-	-	-	
<b>Male</b>	(1)	1	50%	1	-	-	-	-	(2)	100%	(1)	(1)	-	-	-	-	0%
<b>Female</b>	1	1	50%	1	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Other/Unknown</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Total Min</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Asian</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Black</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Hispanic</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Other Minority</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Italian-American</b>	1	1	50%	1	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>White (Not Ital)</b>	(1)	1	50%	1	-	-	-	-	(2)	100%	(1)	(1)	-	-	-	-	0%
<b>All White</b>	-	2	100%	2	-	-	-	-	(2)	100%	(1)	(1)	-	-	-	-	0%
<b>Unknown</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Veterans</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Individuals w/Disabilities</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%



Category Summary  
Service Workers and Others

	Net Group Changes	NET ADDITIONS		Joined Group - HIRE	Joined Group-INTERNAL MOVE				NET SUBTRACTIONS		Left Group - SEPARATION	Left Group-INTERNAL MOVE				TITLE CHANGES WITHIN GROUP	
		Addition #	Additions %	Hire (Outside CUNY and Other CUNY College)	Move from a Higher Group	Move from a Lower Group	Other Change of Group	Return to Faculty from Other Title	Sub. #	Sub %	Separation (Left College or Left CUNY)	Move to Higher Group	Move to Lower Group	Other Change of Group	Return to Faculty Title	Title Change Within Group	Title Change %
<b>Total</b>	9	24		23	-	1	-	-	(15)		(14)	(1)	-	-	-	2	
<b>Male</b>	-	12	50%	11	-	1	-	-	(12)	80%	(11)	(1)	-	-	-	2	100%
<b>Female</b>	9	12	50%	12	-	-	-	-	(3)	20%	(3)	-	-	-	-	-	0%
<b>Other/Unknown</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Total Min</b>	9	22	92%	21	-	1	-	-	(13)	87%	(12)	(1)	-	-	-	2	100%
<b>Asian</b>	-	1	4%	1	-	-	-	-	(1)	7%	(1)	-	-	-	-	-	0%
<b>Black</b>	5	14	58%	14	-	-	-	-	(9)	60%	(9)	-	-	-	-	-	0%
<b>Hispanic</b>	4	6	25%	5	-	1	-	-	(2)	13%	(1)	(1)	-	-	-	2	100%
<b>Other Minority</b>	-	1	4%	1	-	-	-	-	(1)	7%	(1)	-	-	-	-	-	0%
<b>Italian-American</b>	1	1	4%	1	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>White (Not Ital)</b>	(1)	1	4%	1	-	-	-	-	(2)	13%	(2)	-	-	-	-	-	0%
<b>All White</b>	-	2	8%	2	-	-	-	-	(2)	13%	(2)	-	-	-	-	-	0%
<b>Unknown</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Veterans</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Individuals w/Disabilities</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%

**Job Group Summary**  
**Campus Peace Officer-Sergeant**

	Net Group Changes	NET ADDITIONS		Joined Group - HIRE	Joined Group-INTERNAL MOVE				NET SUBTRACTIONS		Left Group - SEPARATION	Left Group-INTERNAL MOVE				TITLE CHANGES WITHIN GROUP	
		Addition #	Additions %	Hire (Outside CUNY and Other CUNY College)	Move from a Higher Group	Move from a Lower Group	Other Change of Group	Return to Faculty from Other Title	Sub. #	Sub %	Separation (Left College or Left CUNY)	Move to Higher Group	Move to Lower Group	Other Change of Group	Return to Faculty Title	Title Change Within Group	Title Change %
<b>Total</b>	(1)	1		-	-	1	-	-	(2)		(2)	-	-	-	-	-	
<b>Male</b>	(1)	1	100%	-	-	1	-	-	(2)	100%	(2)	-	-	-	-	-	0%
<b>Female</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Other/Unknown</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Total Min</b>	(1)	1	100%	-	-	1	-	-	(2)	100%	(2)	-	-	-	-	-	0%
<b>Asian</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Black</b>	(2)	-	0%	-	-	-	-	-	(2)	100%	(2)	-	-	-	-	-	0%
<b>Hispanic</b>	1	1	100%	-	-	1	-	-	-	0%	-	-	-	-	-	-	0%
<b>Other Minority</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Italian-American</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>White (Not Ital)</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>All White</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Unknown</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Veterans</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Individuals w/Disabilities</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%

Job Group Summary  
Custodial

	Net Group Changes	NET ADDITIONS		Joined Group - HIRE	Joined Group-INTERNAL MOVE				NET SUBTRACTIONS		Left Group - SEPARATION	Left Group-INTERNAL MOVE				TITLE CHANGES WITHIN GROUP	
		Addition #	Additions %	Hire (Outside CUNY and Other CUNY College)	Move from a Higher Group	Move from a Lower Group	Other Change of Group	Return to Faculty from Other Title	Sub. #	Sub %	Separation (Left College or Left CUNY)	Move to Higher Group	Move to Lower Group	Other Change of Group	Return to Faculty Title	Title Change Within Group	Title Change %
<b>Total</b>	3	5		5	-	-	-	-	(2)		(2)	-	-	-	-	-	
<b>Male</b>	-	2	40%	2	-	-	-	-	(2)	100%	(2)	-	-	-	-	-	0%
<b>Female</b>	3	3	60%	3	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Other/Unknown</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Total Min</b>	3	4	80%	4	-	-	-	-	(1)	50%	(1)	-	-	-	-	-	0%
<b>Asian</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Black</b>	2	3	60%	3	-	-	-	-	(1)	50%	(1)	-	-	-	-	-	0%
<b>Hispanic</b>	1	1	20%	1	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Other Minority</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Italian-American</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>White (Not Ital)</b>	-	1	20%	1	-	-	-	-	(1)	50%	(1)	-	-	-	-	-	0%
<b>All White</b>	-	1	20%	1	-	-	-	-	(1)	50%	(1)	-	-	-	-	-	0%
<b>Unknown</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Veterans Individuals w/Disabilities</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%

Job Group Summary  
Custodial Supervisor

	Net Group Changes	NET ADDITIONS		Joined Group - HIRE	Joined Group-INTERNAL MOVE				NET SUBTRACTIONS		Left Group - SEPARATION	Left Group-INTERNAL MOVE				TITLE CHANGES WITHIN GROUP	
		Addition #	Additions %	Hire (Outside CUNY and Other CUNY College)	Move from a Higher Group	Move from a Lower Group	Other Change of Group	Return to Faculty from Other Title	Sub. #	Sub %	Separation (Left College or Left CUNY)	Move to Higher Group	Move to Lower Group	Other Change of Group	Return to Faculty Title	Title Change Within Group	Title Change %
<b>Total</b>	(1)	-		-	-	-	-	-	(1)		(1)	-	-	-	-	-	
<b>Male</b>	(1)	-	0%	-	-	-	-	-	(1)	100%	(1)	-	-	-	-	-	0%
<b>Female</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Other/Unknown</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Total Min</b>	(1)	-	0%	-	-	-	-	-	(1)	100%	(1)	-	-	-	-	-	0%
<b>Asian</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Black</b>	(1)	-	0%	-	-	-	-	-	(1)	100%	(1)	-	-	-	-	-	0%
<b>Hispanic</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Other Minority</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Italian-American</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>White (Not Ital)</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>All White</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Unknown</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Veterans</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Individuals w/Disabilities</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%

Job Group Summary  
Campus Peace Officer-Level 1

	Net Group Changes	NET ADDITIONS		Joined Group - HIRE	Joined Group-INTERNAL MOVE				NET SUBTRACTIONS		Left Group - SEPARATION	Left Group-INTERNAL MOVE				TITLE CHANGES WITHIN GROUP	
		Addition #	Additions %	Hire (Outside CUNY and Other CUNY College)	Move from a Higher Group	Move from a Lower Group	Other Change of Group	Return to Faculty from Other Title	Sub. #	Sub %	Separation (Left College or Left CUNY)	Move to Higher Group	Move to Lower Group	Other Change of Group	Return to Faculty Title	Title Change Within Group	Title Change %
<b>Total</b>	8	18		18	-	-	-	-	(10)		(9)	(1)	-	-	-	2	
<b>Male</b>	2	9	50%	9	-	-	-	-	(7)	70%	(6)	(1)	-	-	-	2	100%
<b>Female</b>	6	9	50%	9	-	-	-	-	(3)	30%	(3)	-	-	-	-	-	0%
<b>Other/Unknown</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Total Min</b>	8	17	94%	17	-	-	-	-	(9)	90%	(8)	(1)	-	-	-	2	100%
<b>Asian</b>	-	1	6%	1	-	-	-	-	(1)	10%	(1)	-	-	-	-	-	0%
<b>Black</b>	6	11	61%	11	-	-	-	-	(5)	50%	(5)	-	-	-	-	-	0%
<b>Hispanic</b>	2	4	22%	4	-	-	-	-	(2)	20%	(1)	(1)	-	-	-	2	100%
<b>Other Minority</b>	-	1	6%	1	-	-	-	-	(1)	10%	(1)	-	-	-	-	-	0%
<b>Italian-American</b>	1	1	6%	1	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>White (Not Ital)</b>	(1)	-	0%	-	-	-	-	-	(1)	10%	(1)	-	-	-	-	-	0%
<b>All White</b>	-	1	6%	1	-	-	-	-	(1)	10%	(1)	-	-	-	-	-	0%
<b>Unknown</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Veterans</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%
<b>Individuals w/Disabilities</b>	-	-	0%	-	-	-	-	-	-	0%	-	-	-	-	-	-	0%

## G. SUMMARY OF RECRUITMENT ACTIVITY

All Searches

	Records	Applicant	Appl%	Interview	Int%	Offer	Off%	Hire	Hire%
<b>Total</b>	12,588	11,117		440		94		89	
<b>Male</b>	4,820	4,365	39%	166	38%	30	32%	27	30%
<b>Female</b>	6,099	5,253	47%	229	52%	48	51%	47	53%
<b>Other</b>	1,669	1,499	13%	45	10%	16	17%	15	17%
<b>Total Min</b>	7,873	6,901	62%	276	63%	59	63%	56	63%
<b>Asian</b>	1,664	1,473	13%	56	13%	9	10%	9	10%
<b>Black</b>	3,111	2,698	24%	92	21%	14	15%	11	12%
<b>Hispanic</b>	2,667	2,348	21%	115	26%	26	28%	26	29%
<b>Two or More</b>	402	356	3%	13	3%	1	1%	1	1%
<b>Italian-American</b>	386	357	3%	22	5%	5	5%	5	6%
<b>White (Not Ital)</b>	3,655	3,259	29%	117	27%	30	32%	28	31%
<b>Unknown</b>	674	600	5%	25	6%	-	0%	-	0%
<b>Veterans</b>	211	200	2%	6	1%	1	1%	1	1%
<b>Indiv. w Disabilities</b>	443	403	4%	17	4%	2	2%	2	2%

**Category Summary**

**Executive-Administrative-Managerial**

Executive/Administrative/Managerial

	Records	Applicant	Appl%	Interview	Int%	Offer	Off%	Hire	Hire%
<b>Total</b>	2,687	2,235		113		20		20	
<b>Male</b>	1,038	919	41%	46	41%	6	30%	6	30%
<b>Female</b>	1,278	1,001	45%	49	43%	6	30%	6	30%
<b>Other</b>	371	315	14%	18	16%	8	40%	8	40%
<b>Total Min</b>	1,450	1,201	54%	62	55%	11	55%	11	55%
<b>Asian</b>	252	213	10%	15	13%	4	20%	4	20%
<b>Black</b>	618	508	23%	22	19%	2	10%	2	10%
<b>Hispanic/Latino</b>	491	403	18%	24	21%	4	20%	4	20%
<b>Two or More</b>	83	72	3%	1	1%	1	5%	1	5%
<b>Italian American</b>	84	73	3%	3	3%	-	0%	-	0%
<b>White (Not Ital)</b>	991	831	37%	39	35%	7	35%	7	35%
								-	
<b>Unknown</b>	162	130	6%	9	8%	2	10%	2	10%



**Job Group Summary**

**Administration 1 (Executive)**

ADMIN1-EXEC

	Records	Applicant	Appl%	Interview	Int%	Offer	Off%	Hire	Hire%
<b>Total</b>	562	470		25		4		4	
<b>Male</b>	256	225	48%	9	36%	3	75%	3	75%
<b>Female</b>	224	172	37%	12	48%	-	0%	-	0%
<b>Other</b>	82	73	16%	4	16%	1	25%	1	25%
<b>Total Min</b>	267	228	49%	15	60%	1	25%	1	25%
<b>Asian</b>	66	62	13%	2	8%	1	25%	1	25%
<b>Black</b>	117	97	21%	8	32%	-	0%	-	0%
<b>Hispanic/Latino</b>	62	50	11%	5	20%	-	0%	-	0%
<b>Two or More</b>	18	15	3%	-	0%	-	0%	-	0%
<b>Italian American</b>	23	20	4%	1	4%	-	0%	-	0%
<b>White (Not Ital)</b>	248	206	44%	8	32%	2	50%	2	50%
<b>Unknown</b>	24	16	3%	1	4%	1	25%	1	25%

**Job Group Summary**

**Administration 2 (Managers)**

ADMIN2

	Records	Applicant	Appl%	Interview	Int%	Offer	Off%	Hire	Hire%
<b>Total</b>	1,859	1,499		76		14		14	
<b>Male</b>	598	510	34%	26	34%	2	14%	2	14%
<b>Female</b>	1,022	797	53%	37	49%	6	43%	6	43%
<b>Other</b>	239	192	13%	13	17%	6	43%	6	43%
<b>Total Min</b>	1,044	834	56%	37	49%	8	57%	8	57%
<b>Asian</b>	171	136	9%	11	14%	2	14%	2	14%
<b>Black</b>	438	348	23%	11	14%	2	14%	2	14%
<b>Hispanic/Latino</b>	376	300	20%	14	18%	3	21%	3	21%
<b>Two or More</b>	57	49	3%	1	1%	1	7%	1	7%
<b>Italian American</b>	57	49	3%	2	3%	-	0%	-	0%
<b>White (Not Ital)</b>	634	516	34%	29	38%	5	36%	5	36%
<b>Unknown</b>	124	100	7%	8	11%	1	7%	1	7%

**Job Group Summary**

**Facility Manager**

FCLY-MGR

	Records	Applicant	Appl%	Interview	Int%	Offer	Off%	Hire	Hire%
<b>Total</b>	102	102		11		1		1	
<b>Male</b>	74	74	73%	11	100%	1	100%	1	100%
<b>Female</b>	11	11	11%	-	0%	-	0%	-	0%
<b>Other</b>	17	17	17%	-	0%	-	0%	-	0%
<b>Total Min</b>	54	54	53%	9	82%	1	100%	1	100%
<b>Asian</b>	8	8	8%	2	18%	1	100%	1	100%
<b>Black</b>	20	20	20%	3	27%	-	0%	-	0%
<b>Hispanic/Latino</b>	21	21	21%	4	36%	-	0%	-	0%
<b>Two or More</b>	5	5	5%	-	0%	-	0%	-	0%
<b>Italian American</b>	2	2	2%	-	0%	-	0%	-	0%
<b>White (Not Ital)</b>	43	43	42%	2	18%	-	0%	-	0%
<b>Unknown</b>	3	3	3%	-	0%	-	0%	-	0%

**Job Group Summary**

**Security Manager**

SEC-MGR

	Records	Applicant	Appl%	Interview	Int%	Offer	Off%	Hire	Hire%
<b>Total</b>	164	164		1		1		1	
<b>Male</b>	110	110	67%	-	0%	-	0%	-	0%
<b>Female</b>	21	21	13%	-	0%	-	0%	-	0%
<b>Other</b>	33	33	20%	1	100%	1	100%	1	100%
<b>Total Min</b>	85	85	52%	1	100%	1	100%	1	100%
<b>Asian</b>	7	7	4%	-	0%	-	0%	-	0%
<b>Black</b>	43	43	26%	-	0%	-	0%	-	0%
<b>Hispanic/Latino</b>	32	32	20%	1	100%	1	100%	1	100%
<b>Two or More</b>	3	3	2%	-	0%	-	0%	-	0%
<b>Italian American</b>	2	2	1%	-	0%	-	0%	-	0%
<b>White (Not Ital)</b>	66	66	40%	-	0%	-	0%	-	0%
<b>Unknown</b>	11	11	7%	-	0%	-	0%	-	0%

**Category Summary**

**Professional Faculty**

Professional Faculty

	Records	Applicant	Appl%	Interview	Int%	Offer	Off%	Hire	Hire%
<b>Total</b>	2,059	2,059		49		21		19	
<b>Male</b>	886	886	43%	15	31%	8	38%	7	37%
<b>Female</b>	821	821	40%	28	57%	10	48%	10	53%
<b>Other</b>	352	352	17%	6	12%	3	14%	2	11%
<b>Total Min</b>	900	900	44%	26	53%	10	48%	9	47%
<b>Asian</b>	424	424	21%	7	14%	2	10%	2	11%
<b>Black</b>	172	172	8%	4	8%	3	14%	2	11%
<b>Hispanic/Latino</b>	263	263	13%	11	22%	5	24%	5	26%
<b>Two or More</b>	40	40	2%	4	8%	-	0%	-	0%
<b>Italian American</b>	67	67	3%	2	4%	1	5%	1	5%
<b>White (Not Ital)</b>	975	975	47%	20	41%	9	43%	8	42%
								-	
<b>Unknown</b>	117	117	6%	1	2%	1	5%	1	5%

**Job Group Summary**

**Faculty-Professorial**

FAC-PROF

	Records	Applicant	Appl%	Interview	Int%	Offer	Off%	Hire	Hire%
<b>Total</b>	1,949	1,949		48		20		18	
<b>Male</b>	819	819	42%	14	29%	7	35%	6	33%
<b>Female</b>	787	787	40%	28	58%	10	50%	10	56%
<b>Other</b>	343	343	18%	6	13%	3	15%	2	11%
<b>Total Min</b>	843	843	43%	25	52%	9	45%	8	44%
<b>Asian</b>	398	398	20%	7	15%	2	10%	2	11%
<b>Black</b>	163	163	8%	4	8%	3	15%	2	11%
<b>Hispanic/Latino</b>	242	242	12%	10	21%	4	20%	4	22%
<b>Two or More</b>	39	39	2%	4	8%	-	0%	-	0%
<b>Italian American</b>	66	66	3%	2	4%	1	5%	1	6%
<b>White (Not Ital)</b>	930	930	48%	20	42%	9	45%	8	44%
<b>Unknown</b>	110	110	6%	1	2%	1	5%	1	6%

**Job Group Summary**

**Faculty-Lecturer**

FAC-LECT

	Records	Applicant	Appl%	Interview	Int%	Offer	Off%	Hire	Hire%
<b>Total</b>	110	110		1		1		1	
<b>Male</b>	67	67	61%	1	100%	1	100%	1	100%
<b>Female</b>	34	34	31%	-	0%	-	0%	-	0%
<b>Other</b>	9	9	8%	-	0%	-	0%	-	0%
<b>Total Min</b>	57	57	52%	1	100%	1	100%	1	100%
<b>Asian</b>	26	26	24%	-	0%	-	0%	-	0%
<b>Black</b>	9	9	8%	-	0%	-	0%	-	0%
<b>Hispanic/Latino</b>	21	21	19%	1	100%	1	100%	1	100%
<b>Two or More</b>	1	1	1%	-	0%	-	0%	-	0%
<b>Italian American</b>	1	1	1%	-	0%	-	0%	-	0%
<b>White (Not Ital)</b>	45	45	41%	-	0%	-	0%	-	0%
<b>Unknown</b>	7	7	6%	-	0%	-	0%	-	0%

**Category Summary**

**Professional Non-Faculty**

Professional Non-Faculty

	Records	Applicant	Appl%	Interview	Int%	Offer	Off%	Hire	Hire%
<b>Total</b>	6,446	5,628		227		40		39	
<b>Male</b>	2,050	1,796	32%	81	36%	11	28%	11	28%
<b>Female</b>	3,673	3,197	57%	130	57%	26	65%	25	64%
<b>Other</b>	723	635	11%	16	7%	3	8%	3	8%
<b>Total Min</b>	4,464	3,876	69%	152	67%	23	58%	23	59%
<b>Asian</b>	845	746	13%	30	13%	3	8%	3	8%
<b>Black</b>	1,864	1,607	29%	50	22%	6	15%	6	15%
<b>Hispanic/Latino</b>	1,505	1,305	23%	67	30%	14	35%	14	36%
<b>Two or More</b>	235	204	4%	5	2%	-	0%	-	0%
<b>Italian American</b>	209	192	3%	15	7%	3	8%	3	8%
<b>White (Not Ital)</b>	1,440	1,259	22%	48	21%	10	25%	9	23%
								-	
<b>Unknown</b>	333	301	5%	12	5%	4	10%	4	10%



**Job Group Summary**

**Administration 3 (Professional)**

ADMIN3

	Records	Applicant	Appl%	Interview	Int%	Offer	Off%	Hire	Hire%
<b>Total</b>	5,894	5,076		198		35		34	
<b>Male</b>	1,676	1,422	28%	60	30%	9	26%	9	26%
<b>Female</b>	3,581	3,105	61%	125	63%	23	66%	22	65%
<b>Other</b>	637	549	11%	13	7%	3	9%	3	9%
<b>Total Min</b>	4,040	3,452	68%	130	66%	21	60%	21	62%
<b>Asian</b>	695	596	12%	21	11%	2	6%	2	6%
<b>Black</b>	1,735	1,478	29%	48	24%	5	14%	5	15%
<b>Hispanic/Latino</b>	1,377	1,177	23%	57	29%	14	40%	14	41%
<b>Two or More</b>	218	187	4%	4	2%	-	0%	-	0%
<b>Italian American</b>	199	182	4%	15	8%	3	9%	3	9%
<b>White (Not Ital)</b>	1,345	1,164	23%	45	23%	9	26%	8	24%
<b>Unknown</b>	310	278	5%	8	4%	2	6%	2	6%

**Job Group Summary**

**IT Computer Professional**

IT-PRFL

	Records	Applicant	Appl%	Interview	Int%	Offer	Off%	Hire	Hire%
<b>Total</b>	552	552		29		5		5	
<b>Male</b>	374	374	68%	21	72%	2	40%	2	40%
<b>Female</b>	92	92	17%	5	17%	3	60%	3	60%
<b>Other</b>	86	86	16%	3	10%	-	0%	-	0%
<b>Total Min</b>	424	424	77%	22	76%	2	40%	2	40%
<b>Asian</b>	150	150	27%	9	31%	1	20%	1	20%
<b>Black</b>	129	129	23%	2	7%	1	20%	1	20%
<b>Hispanic/Latino</b>	128	128	23%	10	34%	-	0%	-	0%
<b>Two or More</b>	17	17	3%	1	3%	-	0%	-	0%
<b>Italian American</b>	10	10	2%	-	0%	-	0%	-	0%
<b>White (Not Ital)</b>	95	95	17%	3	10%	1	20%	1	20%
<b>Unknown</b>	23	23	4%	4	14%	2	40%	2	40%

**Category Summary**

**Administrative Support**

Administrative Support Workers

	Records	Applicant	Appl%	Interview	Int%	Offer	Off%	Hire	Hire%
<b>Total</b>	-	-		-		-		-	
<b>Male</b>	-	-	0%	-	0%	-	0%	-	0%
<b>Female</b>	-	-	0%	-	0%	-	0%	-	0%
<b>Other</b>	-	-	0%	-	0%	-	0%	-	0%
<b>Total Min</b>	-	-	0%	-	0%	-	0%	-	0%
<b>Asian</b>	-	-	0%	-	0%	-	0%	-	0%
<b>Black</b>	-	-	0%	-	0%	-	0%	-	0%
<b>Hispanic/Latino</b>	-	-	0%	-	0%	-	0%	-	0%
<b>Two or More</b>	-	-	0%	-	0%	-	0%	-	0%
<b>Italian American</b>	-	-	0%	-	0%	-	0%	-	0%
<b>White (Not Ital)</b>	-	-	0%	-	0%	-	0%	-	0%
<b>Unknown</b>	-	-	0%	-	0%	-	0%	-	0%

**Category Summary**

**Craft Workers**

Craft Workers

	Records	Applicant	Appl%	Interview	Int%	Offer	Off%	Hire	Hire%
<b>Total</b>	96	96		3		1		1	
<b>Male</b>	81	81	84%	3	100%	1	100%	1	100%
<b>Female</b>	6	6	6%	-	0%	-	0%	-	0%
<b>Other</b>	9	9	9%	-	0%	-	0%	-	0%
<b>Total Min</b>	66	66	69%	2	67%	-	0%	-	0%
<b>Asian</b>	4	4	4%	-	0%	-	0%	-	0%
<b>Black</b>	22	22	23%	2	67%	-	0%	-	0%
<b>Hispanic/Latino</b>	35	35	36%	-	0%	-	0%	-	0%
<b>Two or More</b>	5	5	5%	-	0%	-	0%	-	0%
<b>Italian American</b>	6	6	6%	-	0%	-	0%	-	0%
<b>White (Not Ital)</b>	21	21	22%	1	33%	1	100%	1	100%
								-	
<b>Unknown</b>	3	3	3%	-	0%	-	0%	-	0%

**Job Group Summary**

**Skilled Trades**

SKLTRD

	Records	Applicant	Appl%	Interview	Int%	Offer	Off%	Hire	Hire%
<b>Total</b>	96	96		3		1		1	
<b>Male</b>	81	81	84%	3	100%	1	100%	1	100%
<b>Female</b>	6	6	6%	-	0%	-	0%	-	0%
<b>Other</b>	9	9	9%	-	0%	-	0%	-	0%
<b>Total Min</b>	66	66	69%	2	67%	-	0%	-	0%
<b>Asian</b>	4	4	4%	-	0%	-	0%	-	0%
<b>Black</b>	22	22	23%	2	67%	-	0%	-	0%
<b>Hispanic/Latino</b>	35	35	36%	-	0%	-	0%	-	0%
<b>Two or More</b>	5	5	5%	-	0%	-	0%	-	0%
<b>Italian American</b>	6	6	6%	-	0%	-	0%	-	0%
<b>White (Not Ital)</b>	21	21	22%	1	33%	1	100%	1	100%
<b>Unknown</b>	3	3	3%	-	0%	-	0%	-	0%

**Category Summary**

**Technicians**

Technicians

	Records	Applicant	Appl%	Interview	Int%	Offer	Off%	Hire	Hire%
<b>Total</b>	670	469		28		6		6	
<b>Male</b>	341	259	55%	12	43%	1	17%	1	17%
<b>Female</b>	216	123	26%	11	39%	3	50%	3	50%
<b>Other</b>	113	87	19%	5	18%	2	33%	2	33%
<b>Total Min</b>	452	317	68%	15	54%	1	17%	1	17%
<b>Asian</b>	117	64	14%	4	14%	-	0%	-	0%
<b>Black</b>	158	112	24%	5	18%	-	0%	-	0%
<b>Hispanic/Latino</b>	152	121	26%	4	14%	1	17%	1	17%
<b>Two or More</b>	23	19	4%	2	7%	-	0%	-	0%
<b>Italian American</b>	12	11	2%	2	7%	1	17%	1	17%
<b>White (Not Ital)</b>	172	117	25%	8	29%	2	33%	2	33%
								-	
<b>Unknown</b>	34	24	5%	3	11%	2	33%	2	33%

**Job Group Summary**

**Administration 4 (College Lab Tech)**

ADMIN4

	Records	Applicant	Appl%	Interview	Int%	Offer	Off%	Hire	Hire%
<b>Total</b>	204	3		1		1		1	
<b>Male</b>	84	2	67%	-	0%	-	0%	-	0%
<b>Female</b>	94	1	33%	1	100%	1	100%	1	100%
<b>Other</b>	26	-	0%	-	0%	-	0%	-	0%
<b>Total Min</b>	137	2	67%	-	0%	-	0%	-	0%
<b>Asian</b>	54	1	33%	-	0%	-	0%	-	0%
<b>Black</b>	46	-	0%	-	0%	-	0%	-	0%
<b>Hispanic/Latino</b>	32	1	33%	-	0%	-	0%	-	0%
<b>Two or More</b>	4	-	0%	-	0%	-	0%	-	0%
<b>Italian American</b>	1	-	0%	-	0%	-	0%	-	0%
<b>White (Not Ital)</b>	56	1	33%	1	100%	1	100%	1	100%
<b>Unknown</b>	10	-	0%	-	0%	-	0%	-	0%

**Job Group Summary**

**Broadcast/Media**

BDCAST-TECH

	Records	Applicant	Appl%	Interview	Int%	Offer	Off%	Hire	Hire%
<b>Total</b>	245	245		16		3		3	
<b>Male</b>	151	151	62%	8	50%	1	33%	1	33%
<b>Female</b>	44	44	18%	5	31%	1	33%	1	33%
<b>Other</b>	50	50	20%	3	19%	1	33%	1	33%
<b>Total Min</b>	157	157	64%	8	50%	1	33%	1	33%
<b>Asian</b>	21	21	9%	2	13%	-	0%	-	0%
<b>Black</b>	65	65	27%	2	13%	-	0%	-	0%
<b>Hispanic/Latino</b>	57	57	23%	2	13%	1	33%	1	33%
<b>Two or More</b>	13	13	5%	2	13%	-	0%	-	0%
<b>Italian American</b>	5	5	2%	1	6%	-	0%	-	0%
<b>White (Not Ital)</b>	68	68	28%	5	31%	-	0%	-	0%
<b>Unknown</b>	15	15	6%	2	13%	2	67%	2	67%



**Job Group Summary**

**Print Shop**

PRINT-TECH

	Records	Applicant	Appl%	Interview	Int%	Offer	Off%	Hire	Hire%
<b>Total</b>	221	221		11		2		2	
<b>Male</b>	106	106	48%	4	36%	-	0%	-	0%
<b>Female</b>	78	78	35%	5	45%	1	50%	1	50%
<b>Other</b>	37	37	17%	2	18%	1	50%	1	50%
<b>Total Min</b>	158	158	71%	7	64%	-	0%	-	0%
<b>Asian</b>	42	42	19%	2	18%	-	0%	-	0%
<b>Black</b>	47	47	21%	3	27%	-	0%	-	0%
<b>Hispanic/Latino</b>	63	63	29%	2	18%	-	0%	-	0%
<b>Two or More</b>	6	6	3%	-	0%	-	0%	-	0%
<b>Italian American</b>	6	6	3%	1	9%	1	50%	1	50%
<b>White (Not Ital)</b>	48	48	22%	2	18%	1	50%	1	50%
<b>Unknown</b>	9	9	4%	1	9%	-	0%	-	0%

**Category Summary**

**Service Workers and Others**

Service Workers and Others

	Records	Applicant	Appl%	Interview	Int%	Offer	Off%	Hire	Hire%
<b>Total</b>	630	630		20		6		4	
<b>Male</b>	424	424	67%	9	45%	3	50%	1	25%
<b>Female</b>	105	105	17%	11	55%	3	50%	3	75%
<b>Other</b>	101	101	16%	-	0%	-	0%	-	0%
<b>Total Min</b>	541	541	86%	19	95%	5	83%	3	75%
<b>Asian</b>	22	22	3%	-	0%	-	0%	-	0%
<b>Black</b>	277	277	44%	9	45%	3	50%	1	25%
<b>Hispanic/Latino</b>	221	221	35%	9	45%	2	33%	2	50%
<b>Two or More</b>	16	16	3%	1	5%	-	0%	-	0%
<b>Italian American</b>	8	8	1%	-	0%	-	0%	-	0%
<b>White (Not Ital)</b>	56	56	9%	1	5%	1	17%	1	25%
								-	
<b>Unknown</b>	25	25	4%	-	0%	-	0%	-	0%

	Group	Job Openin	Posting Title
1	ADMIN1-E)	14634	Vice President for Finance and Administration
2		17807	Executive Director of Development - Associate Administrator (Office of Marketing and Development) *Re-opened Search
3		16252	Associate Provost for Institutional Effectiveness
4		17046	Associate Provost for Institutional Effectiveness
5		18075	Provost and Vice President for Academic Affairs
6		17681	Executive Director for Human Resources
7		18378	Executive Director for Human Resources
8		16772	Executive Director for Human Resources
9	ADMIN2	17979	Immigrant Student Success Manager - Revised*
10		18052	Deputy Director of Compliance and Diversity - Extended*
11		18118	Facilities Office Manager
12		18303	General Manager - Gerald W. Lynch Theater (GWLTL) - Extended*
13		15975	Development Manager- Major & Planned Gifts
14		16621	Development Manager - Major & Planned Gifts
15		16888	Facilities Planning Director
16		16558	Performing Arts Center Manager/General Manager (Theater Department)
17		18206	Performing Arts Technical Manager - Gerald W. Lynch Theater
18		17054	Director of Professional Studies
19		17071	Administrative Executive Officer - Vice President of Administration and Finance
20		15006	Associate Director for Academic Internships
21		17880	Associate Director for Experiential Learning
22		17131	Student Counseling Manager - Associate Director for Counseling Center
23		16899	Senior Editor-Writer
24		17605	Confidential Business Officer - Finance and Business Services
25		17300	Enrollment Manager - Data Analyst
26		17289	Associate Director Communication and Implementation (Hobsons Communication) - Admissions
27		18250	Student Retention and Success Manager - Temporary Position
28		18073	Associate Legal Counsel
29		18547	Confidential Executive Associate - Extended*
30	ADMIN3	17683	HR Payroll Coord
31		16851	Administrative Coordinator
32		17708	Administrative Coordinator, Office of Undergraduate Studies
33		17834	Community Outreach Coordinator (Administrative Coordinator)
34		18019	Administrative Specialist
35		18145	Administrative Specialist - Provost Office
36		18208	Patron Services Coordinator
37		17339	Academic Program Specialist
38		17707	Curriculum Support Specialist
39		17940	Student Data and Communications Specialist (Academic Program Specialist) - Reopened
40		18375	Academic Program Specialist
41		17730	Advising Systems Specialist (Academic Advising Specialist) - Reopened
42		17073	Finance Specialist
43		17165	HR Benefits Coordinator

44		16628	Human Resources Coordinator (HRIS)
45		16901	Communications Writer-Editor
46		16597	Administrative Events Specialist - Space Reservationist
47		17301	Social Media Coordinator/Webmaster
48		16745	The Center Student Involvement & Leadership Specialist (Student Life Specialist)
49		17590	Student Life Coordinator
50		16686	MultiMedia Developer
51		17112	Multimedia Developer/Videographer
52		16410	Communications and College Relations Specialist
53		17329	Student Wellness Specialist (College Prevention Coordinator)
54		17273	SEEK Academic Support Educational Coordinator - (IT Applications Coordinator)
55		15291	HR Client Services Specialist
56		16806	Human Resources Specialist
57		16238	Assistant Technical Supervisor (Performing Arts Theatre Specialist)
58		17443	Film, Television, & Commercial Services Specialist
59		18641	Performing Arts Theatre Specialist
60		17080	Academic Student Support Program Specialist - PRISM
61		17286	Financial Aid Advisor
62		16692	Senior Academic Advisor (Revised)
63		17691	Senior Academic Advisor
64		17709	Academic Advisor - Academic Advisement Center
65		17332	Admissions Counselor (Revised - TWO Positions)
66		16944	Enrollment Registrar Specialist
67		16922	Enrollment Registrar Coordinator
68		16937	Enrollment Registrar Coordinator - Graduation Services
69		18084	Enrollment Registrar Coordinator
70	ADMIN4	15481	College Laboratory Technician (Classroom) - Department of Sciences
71	BDCAST-TE	16914	Broadcast Associate Level 2 , Video Producer (Provisional) - Video Production
72		17491	Broadcast Associate Level 2 (Provisional) - Video Producer, Video Production Department
73		16236	Broadcast Associate Level 1, Provisional - Theater Operations /Audio Visual Services
74	CPSS	18113	Campus Public Safety Sergeant (Provisional) - Department of Public Safety
75	CUST	16874	Custodial Assistant (Multiple Positions) - Facilities Management
76		18339	Custodial Assistant - Facilities Management
77	CUST-SUPV	18532	Custodial Supervisor (Provisional) - Facilities Management Department
78	FAC-LECT	16844	Lecturer - Math Foundations & Quantitative Reasoning (Multiple position)
79	FAC-PROF	15095	Rank Open – Law and Society - Two Positions
80		15554	Assistant or Associate Professor of Spanish—Specialist in Translation and Interpreting
81		15565	Assistant or Associate Professor – Psychology Department (Two Faculty Tenure Track Positions)
82		15621	Assistant or Associate Professor - Department of Sciences (Bioinformatics, Computational Biology, Epidemiology)
83		15632	Assistant or Associate Professor - Department of Sociology
84		15689	Assistant or Associate Professor (Economics Department)

85		15723	Assistant Professor or Associate Professor - Computer Science (Multiple Positions)
86		16933	Assistant or Associate Professor - Department of Sociology (*Reopened)
87		17024	Assistant or Associate Professor - Anthropology
88		17025	Faculty Open Rank – Assistant or Associate Professor:Accounting and Public Administration, Criminal Justice Managementc Management and Accounting (Three Vacancies)
89		17334	Assistant/Associate Professor - Clinical Psychology
90		17335	Assistant/Associate Professor, Cognitive or Developmental Psychology
91		17336	Assistant or Associate Professor (Gender Studies) Reopened*
92		17431	Assistant or Associate Professor - Department of Sciences (*Extended Search)
93		17512	Assistant Professor or Associate Professor (Multiple Positions) - Fall 2018
94		17928	Associate Professor or Full Professor - Department Chairperson (*Extended Search)
95		18517	Chairperson - Director - SEEK Department (Associate Professor or Full Professor)
96		13984	Professor - Department Chairperson
97		17253	Full Professor/Chair of the Department of Public Management
98		16382	Tenured Associate Professor or Full Professor/Department Chairperson-Department of Public Management
99		14390	Assistant Professor - Department of Math and Computer Science
100		16935	Assistant Professor - Department of Sociology
101		17251	Assistant or Associate Professor: Public Administration, Criminal Justice Management and Accounting (Multiple Positions)
102		17432	Assistant Professor - Department of Philosophy
103	FCLY-MGR	17492	Administrative Superintendent of Buildings & Grounds Level 4 (Provisional) - Facilities Management
104		17969	Director of Engineering, HVAC Mechanical, Facilities Management Department (Admin Superintendent of B&G Lvl4 - Provisional)
105	IT-PRFL	16622	IT Senior Associate Level 1 (Provisional)
106		16787	IT Senior Associate Level 1 (Provisional) - Department of Information Technology
107		18921	IT Senior Associate Level 1 (Provisional) , Web Developer - Office of Marketing & Development
108		17174	IT Associate Level 1 (Provisional) - Department of Information Technology
109		17424	IT Associate Level 1 (Provisional) - Web Based Applications Developer - (Department of Information Technology)
110		18128	IT Associate Level 1 (Provisional) CLSS Administrator - ITSS
111	PRINT-TEC	18130	Print Shop Assistant Level 2 (Provisional) - Print Shop
112		16915	Graphics Designer Level 2 (Provisional) - Marketing & Communications
113	SEC-MGR	15748	Director of Public Safety and Risk Management (Campus Security Director, Level 4) - Public Safety
114	SKLTRD	16970	Painter (Provisional) - Facilities Management

**Job Group Summary**

**Campus Peace Officer-Sergeant**

CPSS

	Records	Applicant	Appl%	Interview	Int%	Offer	Off%	Hire	Hire%
<b>Total</b>	58	58		8		1		1	
<b>Male</b>	38	38	66%	5	63%	1	100%	1	100%
<b>Female</b>	12	12	21%	3	38%	-	0%	-	0%
<b>Other</b>	8	8	14%	-	0%	-	0%	-	0%
<b>Total Min</b>	44	44	76%	8	100%	1	100%	1	100%
<b>Asian</b>	3	3	5%	-	0%	-	0%	-	0%
<b>Black</b>	22	22	38%	4	50%	-	0%	-	0%
<b>Hispanic/Latino</b>	17	17	29%	4	50%	1	100%	1	100%
<b>Two or More</b>	1	1	2%	-	0%	-	0%	-	0%
<b>Italian American</b>	1	1	2%	-	0%	-	0%	-	0%
<b>White (Not Ital)</b>	11	11	19%	-	0%	-	0%	-	0%
<b>Unknown</b>	2	2	3%	-	0%	-	0%	-	0%

**Job Group Summary**

**Custodial**

CUST

	Records	Applicant	Appl%	Interview	Int%	Offer	Off%	Hire	Hire%
<b>Total</b>	516	516		12		5		3	
<b>Male</b>	344	344	67%	4	33%	2	40%	-	0%
<b>Female</b>	89	89	17%	8	67%	3	60%	3	100%
<b>Other</b>	83	83	16%	-	0%	-	0%	-	0%
<b>Total Min</b>	454	454	88%	11	92%	4	80%	2	67%
<b>Asian</b>	15	15	3%	-	0%	-	0%	-	0%
<b>Black</b>	238	238	46%	5	42%	3	60%	1	33%
<b>Hispanic/Latino</b>	185	185	36%	5	42%	1	20%	1	33%
<b>Two or More</b>	14	14	3%	1	8%	-	0%	-	0%
<b>Italian American</b>	5	5	1%	-	0%	-	0%	-	0%
<b>White (Not Ital)</b>	35	35	7%	1	8%	1	20%	1	33%
<b>Unknown</b>	22	22	4%	-	0%	-	0%	-	0%

**Job Group Summary**  
**Custodial Supervisor**

CUST-SUPV

	Records	Applicant	Appl%	Interview	Int%	Offer	Off%	Hire	Hire%
<b>Total</b>	56	56		-		-		-	
<b>Male</b>	42	42	75%	-	0%	-	0%	-	0%
<b>Female</b>	4	4	7%	-	0%	-	0%	-	0%
<b>Other</b>	10	10	18%	-	0%	-	0%	-	0%
<b>Total Min</b>	43	43	77%	-	0%	-	0%	-	0%
<b>Asian</b>	4	4	7%	-	0%	-	0%	-	0%
<b>Black</b>	17	17	30%	-	0%	-	0%	-	0%
<b>Hispanic/Latino</b>	19	19	34%	-	0%	-	0%	-	0%
<b>Two or More</b>	1	1	2%	-	0%	-	0%	-	0%
<b>Italian American</b>	2	2	4%	-	0%	-	0%	-	0%
<b>White (Not Ital)</b>	10	10	18%	-	0%	-	0%	-	0%
<b>Unknown</b>	1	1	2%	-	0%	-	0%	-	0%



**Job Group Summary**

**Not Applicable**

NA

	Records	Applicant	Appl%	Interview	Int%	Offer	Off%	Hire	Hire%
<b>Total</b>	-	-		-		-		-	
<b>Male</b>	-	-	0%	-	0%	-	0%	-	0%
<b>Female</b>	-	-	0%	-	0%	-	0%	-	0%
<b>Other</b>	-	-	0%	-	0%	-	0%	-	0%
<b>Total Min</b>	-	-	0%	-	0%	-	0%	-	0%
<b>Asian</b>	-	-	0%	-	0%	-	0%	-	0%
<b>Black</b>	-	-	0%	-	0%	-	0%	-	0%
<b>Hispanic/Latino</b>	-	-	0%	-	0%	-	0%	-	0%
<b>Two or More</b>	-	-	0%	-	0%	-	0%	-	0%
<b>Italian American</b>	-	-	0%	-	0%	-	0%	-	0%
<b>White (Not Ital)</b>	-	-	0%	-	0%	-	0%	-	0%
<b>Unknown</b>	-	-	0%	-	0%	-	0%	-	0%

**Job Group Summary**

**Not Applicable**

NA

	Records	Applicant	Appl%	Interview	Int%	Offer	Off%	Hire	Hire%
<b>Total</b>	-	-		-		-		-	
<b>Male</b>	-	-	0%	-	0%	-	0%	-	0%
<b>Female</b>	-	-	0%	-	0%	-	0%	-	0%
<b>Other</b>	-	-	0%	-	0%	-	0%	-	0%
<b>Total Min</b>	-	-	0%	-	0%	-	0%	-	0%
<b>Asian</b>	-	-	0%	-	0%	-	0%	-	0%
<b>Black</b>	-	-	0%	-	0%	-	0%	-	0%
<b>Hispanic/Latino</b>	-	-	0%	-	0%	-	0%	-	0%
<b>Two or More</b>	-	-	0%	-	0%	-	0%	-	0%
<b>Italian American</b>	-	-	0%	-	0%	-	0%	-	0%
<b>White (Not Ital)</b>	-	-	0%	-	0%	-	0%	-	0%
<b>Unknown</b>	-	-	0%	-	0%	-	0%	-	0%

**Job Group Summary**

**Not Applicable**

NA

	Records	Applicant	Appl%	Interview	Int%	Offer	Off%	Hire	Hire%
<b>Total</b>	-	-		-		-		-	
<b>Male</b>	-	-	0%	-	0%	-	0%	-	0%
<b>Female</b>	-	-	0%	-	0%	-	0%	-	0%
<b>Other</b>	-	-	0%	-	0%	-	0%	-	0%
<b>Total Min</b>	-	-	0%	-	0%	-	0%	-	0%
<b>Asian</b>	-	-	0%	-	0%	-	0%	-	0%
<b>Black</b>	-	-	0%	-	0%	-	0%	-	0%
<b>Hispanic/Latino</b>	-	-	0%	-	0%	-	0%	-	0%
<b>Two or More</b>	-	-	0%	-	0%	-	0%	-	0%
<b>Italian American</b>	-	-	0%	-	0%	-	0%	-	0%
<b>White (Not Ital)</b>	-	-	0%	-	0%	-	0%	-	0%
<b>Unknown</b>	-	-	0%	-	0%	-	0%	-	0%

## H. UTILIZATION OF INDIVIDUALS WITH DISABILITIES

## APPENDIX H - UTILIZATION OF INDIVIDUALS WITH DISABILITIES

### John Jay College

Appendix H presents utilization of Individuals with Disabilities ("IWD") by Job Group.

The federal benchmark for Individuals with Disabilities is 7.0% for each Job Group. However, there is no requirement to set placement goals.

Total Individual(s) with Disabilities: 23      Percent of total reported employees: 2.2%

## APPENDIX H - UTILIZATION OF INDIVIDUALS WITH DISABILITIES

### Category: Executive/Administrative/Managerial

Job Group	Staff	Indiv. with Disabilities	Rate
Administration 1 (Executive)	22	0	0.0%
Administration 2 (Manager)	156	3	1.9%
Facility Manager	5	0	0.0%
IT Computer Manager	4	0	0.0%
Security Manager	2	0	0.0%

### Category: Professional Faculty

Job Group	Staff	Indiv. with Disabilities	Rate
Faculty-Professorial	360	11	3.1%
Faculty-Lecturer	51	1	2.0%

### Category: Professional Non-Faculty

Job Group	Staff	Indiv. with Disabilities	Rate
Accountant	4	1	25.0%
Administration 3 (Professional)	178	1	0.6%
Administration 5 (Engineer-Architect)	1	0	0.0%
IT Computer Professional	30	0	0.0%

### Category: Administrative Support Workers

Job Group	Staff	Indiv. with Disabilities	Rate
Accountant Assistant	3	0	0.0%
Administrative Assistant	6	1	16.7%
Office Assistant	33	1	3.0%
Mail Services Worker	5	0	0.0%

### Category: Craft Workers

Job Group	Staff	Indiv. with Disabilities	Rate
Basic Crafts-Buildings and Grounds	8	0	0.0%
Laborers and Helpers	14	0	0.0%
Skilled Trades-Supervisor	2	1	50.0%
Skilled Trades	18	0	0.0%

### Category: Technicians

Job Group	Staff	Indiv. with Disabilities	Rate
Administration 4 (College Lab Tech)	11	0	0.0%
Broadcast/Media	6	1	16.7%
IT Support Technician	5	0	0.0%
Print Shop	7	0	0.0%

### Category: Service Workers and Others

Job Group	Staff	Indiv. with Disabilities	Rate
Campus Peace Officer-Sergeant	10	0	0.0%
Campus Peace Officer-Level 1	45	1	2.2%
Custodial Supervisor	5	0	0.0%
Custodial	46	1	2.2%