

TO: Faculty & Staff
FROM: Karol V. Mason, President
DATE: September 15, 2025
SUBJECT: Compliance Trainings Academic Year 2025 - 2026

The University's annual compliance trainings for AY 25-26 has been launched in **Brightspace** and must be completed by all employees before the established deadline as indicated below. These trainings include Employee Sexual Misconduct Prevention and Response Course (ESPARC), Workplace Violence Prevention Training (WVP), and Gender-Based Violence Training (GBVT).

New York State law and CUNY's policies on Sexual Misconduct Prevention and Workplace Violence Prevention require employees to complete the ESPARC and WVP compliance trainings annually. Additionally, the Gender-Based Violence Training (GBVT) is required for all HR professionals and managers with at least one direct report.

Please note the following:

- Full-time employees must complete all related trainings by **Friday, May 29, 2026.**
- Part-time employees, including adjuncts, must complete all related trainings by **Friday, May 29, 2026 or the end of their current appointment, whichever is sooner.**
- Employees who become inactive in CUNYfirst will no longer be able to access the trainings.

I strongly encourage all employees to complete their required compliance trainings now rather than waiting until the deadline approaches. This ensures we stay in full compliance, avoids last-minute stress, and demonstrates our shared commitment to maintaining a safe, and compliant workplace.

Accessing the Trainings:

All active employees are automatically registered for their assigned trainings in Brightspace. To complete the trainings, you should [log into Brightspace](#) and navigate to the compliance trainings under the Compliance tab, within the "My Courses" section. Please refer to the [Compliance Course Navigation](#) for more information.

Additional Resources:

Employees with questions can review the [Compliance Training FAQs](#).

Please contact Ivette Rivera at irivera@jjay.cuny.edu or Keisha Pottinger-Moore at kpottingermoore@jjay.cuny.edu if you have any questions relating to the completion of the required trainings.

If you encounter additional technical issues launching the course in Brightspace, do not hesitate to get in touch with the campus Help Desk to resolve the issue.

Thank you for making this a priority.