

As per CDO 2/23: Changes to staffing numbers
for Admin IV; unchanged for Italian Americans

KINGSBOROUGH
COMMUNITY COLLEGE

★ DREAMS BEGIN HERE ★

**Kingsborough Community College
2001 Oriental Boulevard
Brooklyn, New York 11235**

**Affirmative Action Plan for Italian-Americans
September 1, 2016 – August 31, 2017**

Contact:

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Notices:

- *A written copy of this Affirmative Action Plan is available for inspection by any employee or applicant for employment during normal business hours, at the Office of Equal Opportunity & Diversity Management, Academic Village V-125, The Office of the President, Administration Building A-226, The Human Resources Department Administration Building A-201, Office of Public Safety, Library L202. Interested persons should contact Victoria A. Ajibade, Esq. Chief Diversity Officer, (718) 368-6896 or AskOEO@kbcc.cuny.edu*
- The College has prepared this document in Accessible PDF format which is available upon request. Please inform the Chief Diversity Officer at (718) 368-6896 or Ask OEO@kbcc.cuny.edu) if you require additional assistance with this reading this document due to a disability.

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I. INTRODUCTION

This report is the annual update of the Affirmative Action Plan (AAP) for Italian Americans, who were designated a protected class by CUNY's Chancellor in 1976, and for which a separate Affirmative Action Plan is prepared each year.

It covers a Reporting Year (the basis for data) of July 1, 2015–June 30, 2016.

It covers a Program Year (the basis for goals/plans) of September 1, 2016–August 31, 2017.

A. COLLEGE OVERVIEW

Founded in 1963 and part of The City University of New York (CUNY) system, Kingsborough Community College's beautiful 70-acre waterfront campus is located in Manhattan Beach, on the southern tip of Brooklyn, New York.

Selected as one of the top four (4) community colleges in the country by the Aspen Institute, Kingsborough Community College (KCC) offers a wide range of credit and non-credit courses in the liberal arts and career education to all students with a high school diploma or GED. Most classes have fewer than 30 students, allowing professors to teach through hands-on learning and group discussions, using the latest technology, such as smart classrooms and video-conferencing rooms.

KCC's academic calendar is divided into two (2) major semesters, each consisting of a 12-week module, followed by an optional six (6) week module. A unique 2-for-1 policy allows most NYC residents who enroll in the major semester as a full-time student to attend the six (6) week module for free.

KCC offers a number of programs for special populations including the "My Turn" program, which allows New York City residents, age 60 or older to attend college tuition free; "College Now," a unique partnership with area high schools to prepare students for college-level work that is now being replicated by colleges throughout the city; and "New Start," which offers students who have had difficulty in college a second chance to successfully complete college.

KCC serves approximately 20,000 students taking credit courses and another 14,000 students taking non-credit and continuing education courses.

Location:

Kingsborough Community College is located at 2001 Oriental Boulevard, Brooklyn, NY 11235-2398

Degrees offered

Degrees offered:

Associate Degree programs are offered in—

- Accounting
- Biology
- Biotechnology
- Media Technology and Management

- Business Administration
- Chemical Dependency Counseling
- Chemistry
- Community Health
- Computer Information Systems
- Computer Science
- Criminal Justice
- Culinary Arts
- Early Childhood Education/Child Care
- Education Studies
- Engineering
- Exercise Science/Personal Training
- Fashion Design
- Fine Arts
- Graphic Design and Illustration
- Journalism and Print Media
- Liberal Arts
- Maritime Technology
- Mathematics
- Mental Health and Human Services
- Nursing
- Office Administration & Technology
- Physical Education, Recreation and Recreation Therapy
- Physical Therapist Assistant
- Physics
- Retail Merchandising
- Speech Communications
- Surgical Technology
- Theatre Arts
- Tourism & Hospitality
- Website Development and Administration

Certificates are offered in:

- Alcoholism & Substance Abuse Counseling
- Culinary Arts
- Exercise Science/Personal Training
- Maritime Technology: Deck Specialty
- Maritime Technology: Marine Mechanic
- Taxi/Limousine Services
- Medical Office Assistant

B. HISTORY

- October 30, 1962-Gustave G. Rosenberg, Chairman of the Board of Higher Education, appoints a committee, chaired by Ms. Gladys M. Dorman, to investigate the needs for another community college in Brooklyn. New York City Community College was already in existence in Brooklyn. The

committee recommends the establishment of the community college. The Board of Higher Education accepts the recommendation and presents the recommendation to the Trustees of the State University of New York.

- September 12, 1963-The State University of New York approves the establishment of Kingsborough Community College.
- January 17, 1964-The City Planning Commission suggests 4 alternate sites as the possible location for Kingsborough Community College: Ebbets Field area, the Fulton Park area, the Atlantic Terminal renewal area, and the Stillwell Avenue-Belt Parkway area.
- April 20, 1964-The City Planning Commission approves the establishment of Kingsborough Community College at Manhattan Beach against the wishes of its Chair, William F. R. Ballard.
- Jacob I. Hartstein, President 1964-1969
- Fall of 1964-The College admits its first class of 468 students served by 39 faculty members. In the absence of a college campus, the college opens at two locations: a former Public School 98 on Avenue Z in the Sheepshead Bay area and a Masonic Temple located at the corner of Clermont and Lafayette Avenues in Mid-Brooklyn. The former maritime station at Manhattan Beach, which was made available by the federal government, becomes the site for the permanent campus of Kingsborough Community College and replaces the two temporary locations.
- Spring of 1965-A 60-acre tract of land is formally deeded to the Board of Higher Education. Two military classroom buildings are rehabilitated for classes.
- Fall of 1966- Classes begin on the Manhattan Beach campus of Kingsborough Community College. Enrollments increase so rapidly that additional classroom facilities are needed, prompting the rental of space at the Manhattan Beach Jewish Center on West End Avenue.
- Joseph Shenker, Acting President 1969-1970
- Theodore Powell, President 1970-1971
- January 1968-The Board of Higher Education approves the Master Plan for the Kingsborough Community College campus and architectural drawings are completed for the permanent campus. Construction of a series of eight temporary buildings is initiated to house classrooms, laboratories, a library, a cafeteria, offices, and a gymnasium. The temporary buildings are located in the northeast quadrant of the campus so as not to interfere with permanent construction.
- Fall of 1973-Completion of construction of the eight temporary buildings and ground breaking occurs for Phase I of the New Campus Construction. US Senator Jacob Javits attends Land Grant ceremony at Kingsborough deeding 6 more acres of land to the college from the federal government.
- Leon M. Goldstein, President 1971-1999
- 1998- The College is deeded the former Quentin Street Federal land and begins planning for the new Academic Village.
- Byron McClenney, President 2000-2003
- 2002- The Leon M. Goldstein High School for the Sciences opens on campus.
- 2001-2002 A new logo is developed for the college, depicting the navigational light atop the Marine and Academic Center as a welcoming beacon.
- 1980- Groundbreaking occurs for the Marine and Academic Center Building.
- 1990- The Kingsborough Light atop the Marine and Academic Center is activated –U.S. 1995- Coast Guard Light List #3168.
- 2002- Groundbreaking occurs for the Academic Village Building.
- 2002 - NYC Mayor Rudolph Giuliani opens new Kingsborough High School for the Sciences now: The Leon M. Goldstein High School
- 2003- 2004- The college celebrates its 40th Anniversary.
- 2004- The Academic Village Building is completed and opens.

- 2004-The Kingsborough Community College Way, a pathway to honor graduates, faculty, staff, friends and business partners, is created by the Kingsborough Community College Foundation Inc. and the Kingsborough Community College Alumni Association, Inc.
- Dr. Regina S. Peruggi, President 2004-2013
- In 2013, the Aspen Institute College Excellence Program named Kingsborough Community College as a finalist-with-distinction for the 2013 Aspen Prize for Community College Excellence. Selected from the nation's more than 1,000 public community colleges, Kingsborough received a \$100,000 prize to support its programs.
- Kingsborough Community College serves approximately 20,000 students taking credit courses and another 15,000 students taking non-credit and continuing education courses. The College employs about 375 full-time faculty members and about many adjuncts to serve students in credit courses and 200 part-time and 20-25 full time teachers in continuing education courses. The College's total staff numbers 950+ employees
- In September 2014, Kingsborough appointed a new President - Farley Herzek
- In January 2016, Kingsborough hired its first female Vice President of Academic Affairs and Provost, Dr. Joanne Russell.

C. MISSION

KCC shares and extends the proud tradition of the City University of New York, which historically has served the educational, social and vocational needs of the City of New York and continues to do so. The College maintains an open admissions policy serving a culturally diverse community reflective of one of the most international cities of the world. Despite their differences, all of our students share in a college-supported value system that includes choosing a vocation that will provide for themselves and their families, a search for self-fulfillment, participation in and contributions to their communities, curiosity in their world, and a search for greater empowerment in their own lives.

KCC serves a geographic area that is defined largely by the realities of commutation (distance, time and cost). Every attempt has been made not to duplicate programs and services that are offered at its sister schools within the CUNY system. Although it offers what amounts to a core curriculum of liberal arts courses that have been articulated with the senior colleges within the CUNY system, it still maintains a focus on specialized courses, curricula, and programs that meet the cultural and educational needs of the surrounding community. Consequently, KCC has developed concentrations in such areas as business, early childhood education, human and public services, health and related services, and marine science and technology.

KCC offers students the opportunity to accelerate their programs of study through the structure of its academic calendar. The winter semester consists of two units, one 12 week required module, and one six (6) week optional module. The spring-summer semester follows the same structure. A major benefit of this calendar is that it permits students to progress through their chosen programs of study and earn an associate's degree at an individual pace. This calendar also makes possible completing remedial courses, where necessary, during either the 12 week or six (6) week modules.

KCC has initiated and continues to support several major collaborative programs that have drawn the College closer to the secondary schools with College Now, Diploma Now, and the Kingsborough High School for the Sciences. It offers a Bilingual program, a College Discovery Program and a Liberty Partnership Program.

D. ORGANIZATION CHART

Appendix A - Organization Chart

A summary organization chart is provided in Appendix A.

II. NON-DISCRIMINATION AND AFFIRMATIVE ACTION POLICIES

Appendix B – President’s Reaffirmation Letter

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

As of December 9, 1976, the Chancellor of The City University of New York identified Italian Americans as a protected group at the University.

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

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

A. POLICY ON EQUAL OPPORTUNITY AND NON-DISCRIMINATION

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

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

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

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

B. POLICY ON AFFIRMATIVE ACTION

The University’s overall policy on Affirmative Action, dated May 28, 1985, is part of CUNY’s Manual of

General Policy. It reads:

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

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

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

C. POLICY ON SEXUAL MISCONDUCT

The University's Policy on Sexual Misconduct (effective January 1, 2015), also addresses sexual harassment, gender-based harassment and sexual violence. To quote a section of the Policy:

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

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

D. COLLEGE POLICY

It is the policy of Kingsborough Community College to recruit, employ, retain, promote, and provide benefits to employees and to admit and provide services for students without regard to race, color, national or ethnic origin, religion, age, sex, sexual orientation, gender identity, marital status, disability, genetic predisposition or carrier status, alienage, citizenship, military or veteran status,

unemployment status or status as victim of domestic violence. Our policy is reaffirmed by the President annually (see Appendix B).

III. RESPONSIBILITY FOR IMPLEMENTATION

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

A. PRESIDENT

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

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

B. CHIEF DIVERSITY OFFICER (CDO)

The President has designated Victoria A. Ajibade, Esq. to serve as the Chief Diversity Officer (CDO), Principal EEO Officer, ADA Coordinator, and Section 504 Coordinator. The CDO also supervises the work the college's Title Coordinator; the office is located at: **2001 Oriental Boulevard, Academic Village, Room V-125, Tel: (718) 368-6896, or email: AskOEO@kbcc.cuny.edu**

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

- Provides confidential consultation for, investigates and resolves internal complaints of discrimination/harassment
- Distributes the following policies annually: The Policy on Equal Opportunity, Non-Discrimination, and on Sexual Misconduct; the Affirmative Action Policy; and contact information for the CDO, Title IX Coordinator and the 504/ADA Coordinator
- Publicizes policies widely and ensures their inclusion into the training curriculum for managers, supervisors, and search committees

- Prepares and communicates the Affirmative Action Plan reports
- Communicates changes to University policy as well as Federal, State, and local regulations regarding affirmative action and equal employment opportunity
- Evaluates the impact of affirmative action programs in general and the effectiveness of specific initiatives

C. COLLEGE OFFICIALS

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

These individuals:

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

D. DIVERSITY/AFFIRMATIVE ACTION COMMITTEE

The College has a standing Diversity/Affirmative Action Committee which:

- Advises the President in formulating and implementing affirmative action policy
- Reviews proposed amendments to the College governance plan to assure compliance with non-discrimination and affirmative action policies and procedures
- Develops and implements strategic diversity plans
- Promotes educational programs to reflect pluralistic values and goals
- Submits a summary of its activities to the President each academic year

The members of the Diversity/AA Committee as of the Fall of 2015 were:

The members of the Committee on Equity and Inclusion effective fall 2015 were:

Christian Calienes
 Alexandra McDonald
 Evrick Brown
 Gabrielle Kahn
 Jeanette Cruz
 Lavita McMath-Turner
 Libby Garland
 Lisa Paler
 Lourdes Follins
 Michael Rodriguez
 Navneet K. Parmar
 Peter Santiago
 Richard Fox
 Stanley Bazile
 Stephanie Akunvabey
 Stuart Parker
 Wayne Harewood

IV. RESULTS OF STATISTICAL ANALYSES – AREAS OF CONCERN

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

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

A. JOB GROUP SUMMARY

Appendix C – Affirmative Action Unit Structure

Appendix D – Utilization Analysis Worksheets

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

The College's 956 full-time employees are employed in titles which are grouped into major categories (Job Groups) and sub-categories (Affirmative Action Units). Job titles are assigned to Affirmative Action Units based on duties, qualifications, and other conditions of employment.

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

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

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

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

For the Italian American Plan only, individuals identifying as Italian American are included as a separate category. To allow for a comparison of Italian Americans to other protected groups, the Federal determination is applied first. Individuals who identify as both White and Italian American are analyzed in the Italian American category and removed from the White category; for this report, the category of White refers to individuals identifying as White who did not also identify themselves as Italian American. Thus there is no double-counting of individuals in the analysis.

0 Employees population chose to not identify a gender. **0 Employees** either did not identify a race/ethnicity or did not completely specify one (for example, they identified as non-Hispanic but did not provide a specific race). Anyone who did not specify a gender and/or ethnicity is not be included in the detailed analyses for gender and/or ethnicity, but is included in counts and calculations involving the total workforce.

For the EEO Category for faculty job group Instructor there are 0 Italian-Americans, Asian/Hawaiian/Pacific Islander.

In the AAU and the Job Group for Computer manager, Titles Computer systems manager, computer operations manager there are 0 Italian-American

In the AAU of Custodial Supervisory job group also Custodial Supervisory, job titles include Custodial Assistant Principal Supervisor, Custodial Senior Supervisor and Custodial Supervisor, there were 0 Italian-Americans

Chart: Total Employee Population by Affirmative Action Unit

| Category/Affirmative Action Unit | Total | Females | Minorities (Not Italian American) | Italian American |
|---|-------|---------|---|---------------------|
| Category: Executive/Administrative/Managerial | | | | |
| Administration I | 17 | 6 | 7 | 5 |
| Administration II | 101 | 73 | 58 | 3 |
| Administration V | 3 | 1 | 1 | 0 |
| Computer Systems Manager | 5 | 0 | 1 | 0 |
| Admin Supt of Buildings and Grounds | 4 | 0 | 2 | 1 |
| Security Director | 2 | 0 | 2 | 0 |
| Category: Faculty | | | | |
| Professorial | 258 | 140 | 72 | 35 |
| Non-Professorial Lecturer | 89 | 49 | 29 | 7 |
| Non-Professorial Instructor | 9 | 6 | 3 | 0 |
| Category: Professional Non-Faculty | | | | |
| Accountant | 8 | 7 | 2 | 1 |
| Administration III | 121 | 91 | 71 | 9 |
| Nurse | 1 | 1 | 0 | 0 |
| Category: Technical/Paraprofessional | | | | |
| Administration IV | 34 | 17 | 15 | 2 |
| Accountant Assistant | 4 | 4 | 1 | 1 |
| Broadcasting/Media | 3 | 0 | 0 | 2 |
| Computer Specialists | 34 | 11 | 21 | 2 |
| Engineer Technicians | 2 | 2 | 2 | 0 |
| Media/Print Shop | 8 | 1 | 5 | 1 |
| Category: Secretarial/Clerical | | | | |
| CUNY Administrative Assistant | 15 | 15 | 1 | 4 |
| CUNY Office Assistant | 57 | 50 | 18 | 12 |
| Mail Message Services Worker | 5 | 2 | 2 | 2 |
| Category: Skilled Trades/Crafts Supervisory | | | | |
| | 2 | 0 | 0 | 0 |
| Category: Skilled Trades/Crafts, Non-Supervisory | | | | |
| | 47 | 0 | 21 | 9 |
| Category: Service/Maintenance | | | | |
| Campus Peace/Security Officer L1 | 33 | 4 | 26 | 1 |
| Campus Peace/Security Officer L2 | 2 | 0 | 2 | 0 |
| Campus Public Safety Sergeant | 12 | 5 | 10 | 1 |
| Custodial Assistant | 64 | 16 | 55 | 1 |
| Custodial Supervisory | 7 | 2 | 7 | 0 |
| Basic Crafts/Buildings and Grounds | 4 | 0 | 3 | 0 |

B. DETERMINING AVAILABILITY

Appendix D – Utilization Analysis Worksheets

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

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

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

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

For the Italian American Plan only, labor market availability is calculated based on “earned degrees conferred” information and the American Community Survey-Italian American (2007–2011). Note that faculty disciplines are combined into general categories by faculty rank in order to utilize available labor market availability data which is not available by academic discipline for Italian Americans.

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

C. UTILIZATION ANALYSIS AND PLACEMENT GOALS

Appendix D – Utilization Analysis Worksheets

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

Utilization analysis assesses the differences between the composition of the workforce (incumbents) and the general labor market (availability). Underutilization is defined as any Affirmative Action Unit in which fewer members of a protected group are employed than would reasonably be expected given their availability in the workforce. The difference between incumbency and availability is calculated in terms of whole persons.

The underutilization of all groups, including Italian Americans, is provided in Appendix D. Where there is underutilization of one person or more, the College establishes a Placement Goal for the recruitment and/or promotion for that particular job group, calculated in terms of whole persons.

D. HISTORICAL COMPARISONS

Appendix E – Underutilization Summary for Professorial Job Groups

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

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

- Executive/Administrative/Managerial

AAU of Administration I, there is an increase in Italian-American utilization from 4 to 5 from previous plan year and no underutilization.

Administration II there is same underutilization of Italian-American's remains at 7.

Administration III there was an increase in IA representation from 7 to 9 and the underutilization decreased from 7 to 5.

AAO Computer Manager, there is 0 IA representation of IA and UU of 1 s. College was unable to compare this data to the previous plan year because there were less than 5 people on the is job group so we couldn't to

- Faculty

Underutilization detail for faculty is also provided in Appendix E, Underutilization Summary for Professorial Job Groups

EEO category Faculty Professorial titles there was a decrease of IA representation from 36 to 35 but no underutilization.

Job Group Instructor Title, there is no representation of IA's but the UU decreased from 2 to 1. This may be due to the decrease of total number of instructor (11 to 9)

For the job group lecturer, there is no change in representation of IA. It's still at 7 but UU has increased from 1 to 2.

- Professional/Non-Faculty

Job Group Accountant-Accountant IA representation remains at 1 and there is no uu. No change

- Secretarial/Clerical

Job Group: CUNY Admin Assistant, there was an increase in representation of IAs from 3 to 4, no underutilization.

AAU is CUNY Office/Secretarial Assistant

There was an increase of IAs from 11 to 12 and no UU

The AAU is mail/message services worker, IA stays at 2. No UU. Same as last year.

- Technical/Paraprofessional

In the AAU of Administration 4, there was a decrease in Italian-American representation from 3 to 2 and underutilization of Italian Americans remain the same at 2.

The AAU is computer specialist, IAs increased from 1 to 2 and UU of 2 for IAs

The AAU is Media Services/ Print Shop Title, IA remains at 1 and 0 underutilization just like last year.

- Skilled Crafts

AAU is Skilled trades/Crafts increase of representation of IAs for 8 to 9 and there is no underutilization.

- Service Maintenance

The AAU is Campus/Peace/Security Officer Level 1, there was an increase of Italian-Americans from 0 to 1 with a decrease in underutilization of Italian-Americans from 5 to 3 when compared to the previous plan year.

In the AAU of Campus Public Safety Sergeant, the number of Italian-Americans remains at 1 and 0 underutilization when compared to last year.

The AAU is Custodial Assistant, there is a decrease of IAs from 2 to 1, there is an increase in UU from 3 to 4 when compared to last plan year.

The AAU of Custodial Supervisory, there was no change. Representation 0 and UU remains at 1

Change in Underutilization by Affirmative Action Unit, 2015-2016 (*UU = Underutilization)

| Category/Affirmative Action Unit | Change in UU* – Female | Change in UU – Min Excl Italian American | Change in UU – Italian American |
|---|------------------------|--|---------------------------------|
| Category: Executive/Administrative/Managerial | | | |
| Administration I | -1 | | |
| Administration II | | | |
| Administration V | | | |
| Computer Systems Manager | +1 | | +1 |
| Admin Supt of Buildings and Grounds | | | |
| Security Director | | | |
| Architect/Engineering Manager | | | |
| Category: Faculty | | | |
| Professorial | -1 | | |
| Non-Professorial Lecturer | +2 | | +1 |
| Non-Professorial Instructor | -1 | | -1 |
| Category: Professional Non-Faculty | | | |
| Accountant | | | |
| Administration III | | | -2 |
| Nurse | | | |
| Category: Technical/Paraprofessional | | | |
| Administration IV | | | |
| Accountant Assistant | | | |
| Broadcasting/Media | | | |
| Computer Specialists | | | +1 |
| Engineer Technicians | | | |
| Media/Print Shop | | | |
| Category: Secretarial/Clerical | | | |
| CUNY Administrative Assistant | | +1 | |
| CUNY Office Assistant | -2 | | |
| Mail Message Services Worker | | | |
| Category: Skilled Trades/Crafts Supervisory | | | |
| Category: Skilled Trades/Crafts, Non-Supervisory | | | |
| Category: Service/Maintenance | | | |
| Campus Peace/Security Officer L1 | +5 | | -2 |
| Campus Peace/Security Officer L2 | | -2 | |
| Campus Public Safety Sergeant | | | |
| Custodial Assistant | -2 | | +1 |
| Custodial Supervisory | | | |
| Basic Crafts/Buildings and Grounds | | | |

E. DETERMINING ADVERSE IMPACT

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

Appendix G – Impact Ratio Analysis Worksheets

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

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

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

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

- **Analysis of Personnel Activity Table**

New Hires

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

The College hired 128 new full-time employees; of these 73 were women, 66 were minorities other than Italian American, and 8 were Italian Americans.

Terminations/Separations

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

The number of employees separated from the workforce was 112, including 73 women, 66 minorities other than Italian American, and 5 Italian Americans.

Upgrades and Promotions

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

Of the 28 members of the professoriate who applied for promotion, 28 received an upgrade in rank. In the Higher Education Officer series 10 employees were reclassified.

Tenure decisions will be discussed in the next section. Among other groups, 27 women, 18 minorities other than Italian American, and 7 Italian Americans received an upgrade or promotion.

Transfers

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

The number of employees who transferred was **0**, including **0** women, **0** minorities other than Italian American, and **0** Italian Americans.

- **Analysis of Applicant Data and Recruitment Documentation**

A review of the prior plan year data indicated that the college received a total number of During the reporting year, the college recruited **7,481** applicants for positions at KCC. Approximately, **188 (2.5%)** of the applicants were Italian-American (**97** male Italian-Americans and **91** female Italian-Americans). The college interviewed a total of **305** applicants of which **3.9%** were Italian-Americans (**5** male Italian-Americans and **7** female Italian-Americans).

- **Impact Ratio Analysis**

There was no adverse impact in any of the EEO categories. There was a positive transaction of the hiring of minorities in the EEO category of faculty as this group hired 38 women.

Of all the faculty who were promoted **16** women were promoted and **8** minorities were promoted.

F. TENURE ELIGIBILITY ANALYSIS

Appendix H – Tenure Eligibility Survey

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

Faculty members with professoriate rank (Assistant Professor, Associate Professor, Professor, or equivalent titles) and College Laboratory Technicians (CLTs) are eligible for tenure. Faculty members at the Lecturer rank are eligible for a Certificate of Continuous Employment. Members of each group become eligible upon serving a specified term of service as defined in University policy statements and bargaining unit contracts. In some cases, faculty members may receive consideration for early tenure. Eligible members are recommended based on a review by Departmental and College-wide Personnel

and Budget (P&B) Committees. The President presents recommended candidates for tenure or CCE to the CUNY Board of Trustees. Upon Board approval, barring special exceptions, tenure becomes effective the following September 1.

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

A review of the tenure decisions, as summarized in the *Tenure Eligibility Survey* by ethnicity and gender, reveals the following:

A review of the tenure decisions, as summarized in the *Tenure Eligibility Survey* by ethnicity and gender, reveals the following:

10 female faculty members received Tenure/CCE and **12** minority faculty members received tenure/CCE. Said individuals belonged the following Academic Departments and corresponding AAUs

Academic Department

Behavioral Sciences
 Biological Sciences
 Communication and Performing Arts
 English Department
 Library
 Math
 Physical Sciences

AAU

Social Sciences
 Biomedical Services
 Communications, Journalism & Related Programs
 English Language & Literature/Letters
 Library Sciences
 Mathematics & Statistics
 Physical Sciences

None of the afore-referenced individuals identified as Italian American.

V. ACTION-ORIENTED PROGRAMS

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

A. IMPLEMENTATION OF 2015–2016 AFFIRMATIVE ACTION PROGRAM

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

- The Faculty Diversity Strategic Plan and its recommendations are in the process of being implemented.
- Kingsborough’s Diverse Faculty Interest Group meets periodically to discuss issues such as recruitment and diversity in the college community. The Diverse Faculty Interest Group hosted a Diversity and Inclusion Symposium on Nov 2, 2015.

- **Dissemination of Non-Discrimination Policy and Program**

The Non-Discrimination Policy is available on the College’s website and the President’s Reaffirmation Letter is sent to all employees. The Affirmative Action Plan is available for public inspection. The Non-Discrimination Policy is available on the College’s website and the president’s Re-Affirmation Letter is sent to all employees. The *Affirmative Action Plan* is available for public inspection from 9:00am to 5:00pm. The Office of the President, Administration Building (A) A-226, The Office of Human Resources A-209, the Office of Student Affairs A-216, the Office of Academic Affairs A-218, the Office of Equal Opportunity Academic Village (V) 125 and E Cluster 116, The Office of Public Safety Library (L) L-202.

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

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

- Training of ECP, HEO Series, and CLTs on the University complaint procedure and employee rights under the University’s non-discrimination/sexual misconduct policies. Employees are also informed of their right to file complaints of discrimination with external agencies like the U.S, Department of Education’s Office of Civil Rights, The Equal Employment Opportunity Commission, The New York State Division of Human Rights and the New York City Commission on Human Rights.

- **Goal Attainment 2015-2016: Addressing Underutilization**

The College hired **128** employees into full time positions between July 1, 2015 and June 30, 2016 as depicted in the *Personnel Activity Table* (Appendix H). The impact of these appointments is included in the *Results of the Utilization Analysis and Annual Placement Goals* (Appendix F), which identifies the extent to which disparities between incumbency and availability in AAUs were eliminated, reduced or remained unchanged.

- **Initiatives and Activities**

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

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

The following is a description of the programs undertaken in 2015-2016 to address underutilization and promote inclusion of Italian Americans:

Faculty Fellowship Publication Program

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

Recognizing that publication of academic works is one of the key criteria for advancement, the University's Faculty Fellowship Publication Program aims at advancing the University goal of a diverse professoriate through mentoring and educational programs which address preparing materials for publication. The college's Academic Affairs and the College Advancement offices indicated that four (4) female faculty members (2 Caucasian and 2 Asian/Hawaiian/Other Pacific Islander participated in the Faculty Fellowship Publication Program. The subject female faculty members were already tenured. The CDO was unable to procure information as to whether participation in the FFPP impacted tenure in past years. None of the aforementioned Kingsborough employees self-identified as Italian- Americans nor was the works submitted related to Italian-American Studies.

Diversity Projects Development Fund

CUNY's Diversity Projects Development Fund provides funding for College research and/or educational activities related to traditionally underrepresented groups. CUNY's Diversity Projects Development Fund provides funding for College research and/or educational activities related to traditionally underrepresented groups. Two college faculty members (one female African-American and one male Hispanic) applied for Diversity Projects Development Funding for the college's 1st Annual Diversity Symposium. Unfortunately, their proposal was denied funding nor were they related to Italian-American studies.

Diversity Activities and Programs

Each year the College promotes diversity through a program of events. The College produced and/or sponsored the following in support of diversity and inclusion:

- **Women’s Gender & Sexuality Faculty Interest Group:** A group devoted to scholarly and pedagogical discussions within the field of Women’s, Gender and Sexuality Studies.
- **Equity Mirror Faculty Interest Group:** A group of faculty members with the mission of exploring how to recognize and understand innate biases and provide participant with tools for having a healthy dialogue around difficult issues related to bias.
- **Diverse Faculty Interest Group:** Offers a forum for faculty to discuss the topics of race, culture, gender and sexual orientation
- **Immigrant Women’s Support Group:** A place for women to come together to discuss their feelings, support one another and share resources surrounding issues related to immigration.
- **Women’s Center’s “Creating a Positive Body Image/Increase Self Esteem” workshop:** The workshop explored the role that media and pop culture play in shaping how women see themselves.
- **Kingsborough’s 2nd Annual Diversity Symposium:** All day event (10/29/15) that included panels of speakers and breakout sessions to discuss books that included, but were not limited to— “No One is Really Black: The histories of ‘new world’ slavery and the divergent readings of blackness” and “Entering the Melting Pot: The Social construction of Identities”
- **Louis Stokes Alliance for Minority Participation (LSAMP):** The LSAMP program was designed to support students from underrepresented minority groups (African-Americans, Hispanics, American-Indian, Alaskan Native or Pacific Islander) who are seeking opportunities to participate in research with a professor in the STEM fields.
- **Inclusion by Design:** A workshop facilitated by Kingsborough Accessibility Director Stella Woodroffe which was designed to encourage employee to reflect upon their classroom practices and to review their course work with the goal of improving inclusiveness.
- **Classroom Showcase Black History Month:** It afforded lecturers who teach topics on racial construction or a theme specific to African-American identity to attend an open teaching forum to observe each other teach.
- **Women’s History Moth Library Exhibit:** “Working to Form a More Perfect Union: Honoring Women in Public Service and Government.
- **Disability Awareness Week:** April 4-7, 2016. “Level Playing Fields”
- **Transgender Awareness Panel:** Hosted by Safe Zone and the Office of Student Life on 5/24, 2016. Panelists included Noah Lewis, a transgender advocate and lawyer, S. Leigh Thompson—a social justice artist who facilitates interactive workshops that explore diversity inclusion and equity, Cherno Biko—The Co-Chair of the New York City Council’s Young Women’s Initiative, and Vanessa Victoria—A community based counselor and Advocate at the New York Anti-Violence Project.

Unfortunately, none of the above-referenced activities were specifically related to Italian-Americans subject matter.

Ongoing Engagement with College Management

In order to encourage management’s participation in and support of the Affirmative Action Program, the Chief Diversity Officer:

- Meets with the President bi-weekly basis and informally to discuss EEO and Diversity matters on the college campus. The CDO and President met 18 times during the plan year. The CDO attended two senior staff meeting during the plan year to discuss implementation of gender neutral signage and language in college restroom and locker facilities. CDO also gave a comprehensive EEO training to the Senior Staff (VP, AVPs, Deans).
- Meets with Department Chairs and Hiring Managers two times during the instant plan year to discuss hiring issues such as diversifying applicant pools, addressing unintended bias, and meeting compliance requirements
- Designs and implements programs/remedies to promote the attainment of placement goals
- Reviews and approves plans to conduct searches to fill job vacancies, both faculty and administrative
- Reviews and approves plans to conduct searches to fill job vacancies, both faculty and administrative. OEO charged **39** search committees. The topics typically covered during search committee charges are – confirm job classification, identification of underutilized groups, reminder that Italian Americans are recognized as a protect group, instruction to ask the same or substantively similar questions to all applicants, advice on providing reasonable accommodations to applicants if requested or a need for an accommodation is suspected, discussion of questions the search committee may and may not ask, advice to stay away from topic such as -ancestry, citizenship status, race, religion, marital status, pregnancy, previous unemployment status, only discuss candidate impressions with members of the committee, reminder that questions and selection process should be confidential, consistency in offering video/telephone conferencing to candidates selected for interview, reminder that OEO will fill in the gender/ethnicity information on search documentation form based on the candidates self-identification in CUNY first, reminder that OEO must certify the applicant pool prior to the committee contacting the candidates selected for an interview.
- **Recruitment Practices**

University Recruitment Operations

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

- Sends all job postings to State Workforce Agencies and Veterans' career centers
- Maintains consolidated advertising programs
 - Distributes postings to a variety of internet job boards serving Veterans, Individuals with Disabilities, women, and underrepresented groups through a consortium arrangement with Direct Employers Association

- Distributes postings to a national network that sponsors a Higher Education job board and employment support service through a consortium arrangement with the Higher Education Recruitment Consortium (HERC)
- Maintains on-request social media accounts for posting difficult-to-fill positions through arrangements with LinkedIn and Twitter
- Advertises University-sponsored Civil Service examinations in a wide range of outlets.
- Publishes a detailed guide to compliant search practices that is made available to faculty and staff search committees
- Publishes a technical guide to the search process for Chief Diversity Officers
- Provides a shared online site with resources on candidate sourcing (such as internet job board listings for outreach) and other recruitment issues
- Provides education programs for managers and staff in Human Resources and Diversity on best practices in effective recruiting.

College Recruitment and Selection Practices

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

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

- We require posting of position vacancy notices and Civil Service Notices of Exam (NOE). Normally faculty vacancies are posted for 60 days and administrative vacancies are posting for 30 days
- Collection of all applications into a single system where pre-established screening practices relevant to the specific function may be applied
- A job application process where all candidates are invited to self-identify race/ethnicity, gender, veteran status, or disability status; information is kept confidentially and used to analyze the composition of applicant pools by vacancy and overall
- A recruiting process by which a diverse team (known as a search committee) evaluates candidates according to consistent criteria and job-related interview questions
- Educational materials for hiring managers and members of recruiting committees, including compliance guidelines such as prohibited questions
- An annual survey of newly-appointed employees to identify potential areas of concern in how the College communicates with its candidates. A new hire survey was sent to full-time, active employees who (in CUNYfirst) had an appointment from 5/2/2015-5/1/2016. This includes individuals who were already working in CUNY in another title but excluded promotions,

reclassifications, transfers and substitute appointments. Full-time faculty (save visiting or distinguished lecturers, full-time college laboratory technicians, HEO Series employees, and classified managerial employees. A review of this survey indicates that 1049 employees in one of the above-mentioned job groups were invited to participate. Of those who were invited to participate 439 employees completed the new hire survey. The data demonstrated that the majority of the individuals who participated in the survey learned of the job vacancy from the major job board Indeed, the CUNY Central website, and Higher Ed Jobs. This information was and will be used to determine to assess the efficacy of the college's job posting and recruitment strategy to identify ways to reach the most diverse applicant possible.

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

Targeted Outreach in Response to Underutilization

- The Chief Diversity Officer oversees the College's recruitment and advertising programs to assure appropriate outreach to underrepresented groups. In particular, the College conducted the following activities as outreach to Italian Americans:
 - (List here). May include LinkedIn groups, H-NET ITALAM, other advertisements
- CUNY's system-wide Office of Recruitment and Diversity:
 - Places prominent advertisements in the flagship publication of the National Italian American Association, The Ambassador, three issues per year
 - Places prominent notices in The New York Times twice per year which emphasize CUNY's commitment to Equal Employment Opportunity for Italian Americans
 - Includes mention of Italian Americans as a protected group in all posted job vacancy notices
 - Meets periodically with representatives of the John D. Calandra Italian American Institute of Queens College to collaboratively evaluate and plan outreach activities.
- The John D. Calandra Italian American Institute of Queens College serves as an intellectual and cultural center for Italian Americans and those interested in Italian American Studies. Programs and events are open to the University community.

B. RESPONSE TO 2016 UNDERUTILIZATION

Corrective actions are taken when underutilization equals at least one full-time equivalent employee. Utilization is presented in Section IV (Results of Statistical Analysis/Areas of Concern).

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

applicants.

Unfortunately, no activities have been scheduled for this next plan year to address the underutilization of Italian Americans. The College will continue to evaluate the effectiveness of its outreach programs and make adjustments as needed.

- The College has adopted and implemented a practice of identifying underutilized protected groups prior to the Chief Diversity Officer's approval of a request to post a particular job opening. This practice will require the College's Human Resources department to then inform the Chief Diversity Officer of its outreach/advertisement plan to target the identified underutilized group in order to obtain the Chief Diversity Officer's authorization to post. The College intends to document this process via email.

C. INTERNAL AUDIT AND REPORTING

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

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

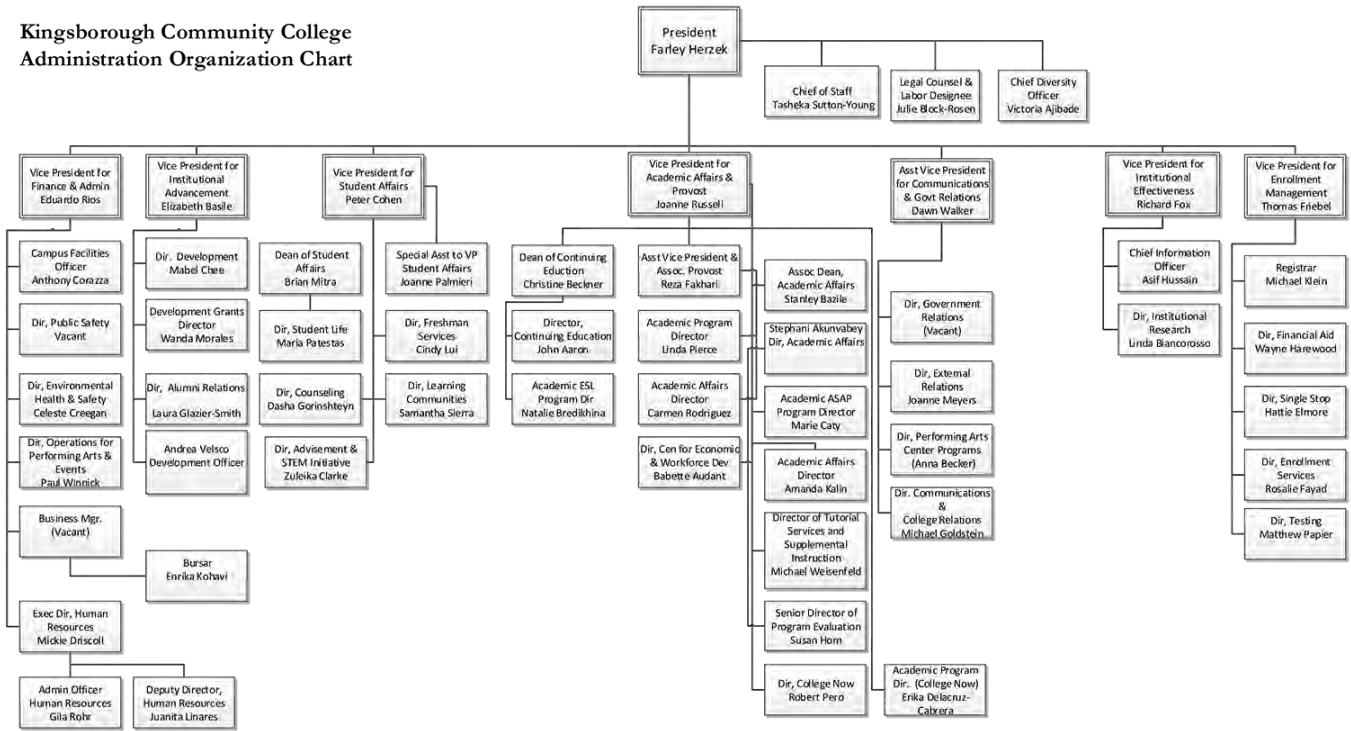
- Monitoring records of personnel activities, including new hires, transfers, promotions, and terminations
- Monitoring the status of employee self-identification programs
- Reviewing the effectiveness of recruiting outreach and advertising
- Monitoring complaints or incident reports which may indicate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

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

VI. APPENDICES

A. ORGANIZATION CHART

**Kingsborough Community College
Administration Organization Chart**



B. PRESIDENT'S REAFFIRMATION LETTER



OFFICE OF THE PRESIDENT

To: Kingsborough Campus Community
 From: President Farley Herzek *FH*
 Date: September 1, 2016
 Re: Reaffirmation of Commitment to Diversity/Equal Opportunity/Affirmative Action

The City University of New York (CUNY) has a long-standing commitment to diversity and equal opportunity in all aspects of employment practices. At Kingsborough Community College, I fully support the policies and practices that we have implemented to foster non-discrimination, affirmative action, and diversity and inclusion in the workplace. It is my personal belief that CUNY is enriched by the strengths of the people and perspectives represented here. Accordingly, I am committed to oversee Kingsborough's compliance with local, state, federal, and CUNY Policies and Procedures on Equal Opportunity, Non-Discrimination, and on Sexual Misconduct.

CUNY's Equal Opportunity and Non-Discrimination Policy sets forth the University and its campuses' 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, status as "caregiver" and credit history 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.kbcc.cuny.edu or 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 Office of Equal Opportunity & Diversity Management (OEO) headed by Chief Diversity Officer, Victoria A. Ajibade, Esq. Ms. Ajibade also serves as Kingsborough's 504/ADA Coordinator and manages the College's Title IX Coordinator, Brian J. Brennan. The vice presidents, deans, directors, managers and supervisors share responsibility for ensuring our compliance with these policies and laws. OEO is located in the Academic Village, Room 125 and the telephone number is (718) 368-6896. You may also email OEO at: AskOEO@kbcc.cuny.edu. Additionally, any individual who believes that he or she has experienced employment discrimination should immediately contact OEO.

I ask for your continued support to ensure equal opportunity, affirmative action, and diversity and inclusion in all employment practices at Kingsborough.

C. AFFIRMATIVE ACTION UNIT STRUCTURE

| Category/Affirmative Action Unit | Typical Titles |
|--|--|
| Category: Executive/Administrative/Managerial | |
| Administration I | President Vice President/Assistant Vice President Dean/Associate Dean Administrator/Associate Administrator/Assistant Administrator |
| Administration II | Higher Education Officer Higher Education Associate |
| Administration V | Architect Architect Assistant |
| Computer Systems Manager | Computer Systems Manager Computer Operations Manager |
| Admin Supt of Buildings and Grounds | Administrative Superintendent of Buildings and Grounds |
| Security Director | Campus Security Assistant Director |
| Category: Faculty | |
| Professorial | Professor Associate Professor Assistant Professor |
| Non-Professorial Lecturer | Lecturer Lecturer Doctoral Schedule Distinguished Lecturer |
| Non-Professorial Instructor | Instructor |
| Category: Professional Non-Faculty | |
| Accountant | Accountant Purchasing Agent |
| Administration III | Higher Education Assistant Assistant to Higher Education Officer |
| Nurse | Nurse |
| Category: Technical/ Paraprofessional | |
| Administration IV | College Lab Technicians (Lab Technician, Senior Lab Technician, Chief Lab Technicians) |
| Accountant Assistant | Accountant Assistant |
| Broadcasting/Media | Broadcast Associate |

| Category/Affirmative Action Unit | Typical Titles |
|---|---|
| Computer Specialists | IT Senior Associate IT Associate IT Assistant IT Support Assistant |
| Engineer Technicians | Facilities Coordinator |
| Media/Print Shop | Media Services Technician Print Shop Coordinator Print Shop Associate Print Shop Assistant Graphic Designer |
| Category: Secretarial/Clerical | |
| CUNY Administrative Assistant | CUNY Administrative Assistant |
| CUNY Office Assistant | CUNY Office Assistant |
| Mail Message Services Worker | Mail Message Services Worker |
| Category: Skilled Trades/Crafts Supervisory | |
| | Senior Stationary Engineer |
| Category: Skilled Trades/Crafts, Non-Supervisory | |
| | Carpenter Laborer Electrician Electrician Helper High Pressure Plant Tender Locksmith Maintenance Worker Motor Vehicle Mechanic Oiler Painter Plumber Thermostat Repairer Stationary Engineer |
| Category: Service/Maintenance | |
| Campus Peace/Security Officer L1 | Campus Peace Officer Level 1 Campus Security Assistant |
| Campus Peace/Security Officer L2 | Campus Peace Officer Level 2 |
| Campus Public Safety Sergeant | Campus Public Safety Sergeant Campus Security Specialist |
| Custodial Assistant | Custodial Assistant |

| Category/Affirmative Action Unit | Typical Titles |
|---|---|
| Custodial Supervisory | Custodial Assistant Principal Supervisor Custodial Senior Supervisor Custodial Supervisor |
| Basic Crafts/Buildings and Grounds | Stock Worker Stock Worker Supervisor |

D. UTILIZATION ANALYSIS WORKSHEETS

FACTOR / SOURCE SHEET

FALL, 2016

ADMINISTRATION I: Executive Compensation Plan Titles

- President
- Vice President / Assistant Vice President
- Dean
- Administrator
- Associate Dean / Associate Administrator
- Assistant Administrator

| | |
|--|---|
| 2007-2011 American Community Survey (ACS) Italian American Doctorate, Bachelor, Masters degree holders age 28-65 | 2007-11 ACS US - Ital Am degree holders age 28-65 |
| Ph.D. = | 5.3 % |
| M.A. = | 6.6 % |
| B.A. = | 6.3 % |
| Average | 6.1 |

| FACTORS | SOURCES | WEIGHT |
|----------|--|--------|
| Factor 1 | Eamed Degrees Conferred (EDC) US - PHD, MA, BA 2011-12* for Federal Protected Groups. 2007-2011 - American Community Survey (ACS) - U.S. - Italian American PHD, MA, BA holders age 28 through 65 - 1st ancestry and 50% 2nd ancestry. | 0.4 |

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

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

| Factor 1: | Female | **Total Minority | Asian or Nat. Haw. or Other Pac. Isl. | Black or African American | Hispanic or Latino | Ital. Am PhD MA BA degree holders age 28 - 65 |
|-----------------------------|--------------|---------------------|---|---------------------------------|-----------------------|--|
| | 58.2 | 28.4 | 7.5 | 11.2 | 7.8 | 6.1 |
| multiply by weight - 0.4 | 23.3 | 11.4 | 3.0 | 4.5 | 3.1 | 2.4 |
| | | | | | | |
| Factor 2: | Female | **Total Minority | Asian or Nat. Haw. or Other Pac. Isl. | Black or African American | Hispanic or Latino | Ital. Am |
| HEO | 442 | 335 | 69 | 148 | 116 | 78 |
| Professor | 780 | 468 | 174 | 148 | 141 | 136 |
| | 1,222 | 803 | 243 | 296 | 257 | 214 |
| | 43.6 | 28.7 | 8.7 | 10.6 | 9.2 | 7.6 |
| multiply by weight - 0.6 | 26.2 | 17.2 | 5.2 | 6.4 | 5.5 | 4.6 |
| | | | | | | |
| OVERALL AVAILABILITY | 49.5 | 28.6 | 8.2 | 10.9 | 8.6 | 7.0 |

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

| UTILIZATION ANALYSIS WORKSHEET | | | | | | | |
|---|-----------|--|--|--|--|---|--|
| Two Factor Availability | | | | | | | |
| | | College: <u>Kingsborough Community College</u> | | | | | |
| | | Semester/Year: <u>FALL, 2016</u> | | | | | |
| AFFIRMATIVE ACTION UNIT: ADMINISTRATION 1 | | Constituent Departments: | | | | | |
| EEO CATEGORY: EXECUTIVE/ADMINISTRATIVE/MANAGERIAL | | Job Titles: <u>EXECUTIVE COMPENSATION PLAN</u> President Vice President / Assistant Vice President Dean Administrator Associate Dean / Associate Administrator Assistant Administrator | | | | | |
| JOB GROUP: ADMINISTRATION 1 | | | | | | | |
| FACTORS: | Weighting | Females | **Total Minority | Asian or Nat. Haw. or Other Pac. Isl. | Black or African American | Hispanic or Latino | Ital. Am. |
| 1. % availability of Minorities/Females with requisite skills in immediate labor areas. | 0.40 | 23.3 | 11.4 | 3.0 | 4.5 | 3.1 | 2.4 |
| 2. % of Minorities/Females promotable, transferable, or trainable | 0.60 | 26.2 | 17.2 | 5.2 | 6.4 | 5.5 | 4.6 |
| GROUP TOTAL NO.: <u>17</u> No. Male: <u>11</u> No. Female: <u>6</u> | | | | | | | |
| | | Females | **Total Minority | Asian or Nat. Haw. or Other Pac. Isl. | Black or African American | Hispanic or Latino | Ital. Am. |
| CURRENT UTILIZATION: | | # <u>6</u> % <u>35.3</u> | # <u>7</u> % <u>41.2</u> | # <u>2</u> % <u>11.8</u> | # <u>4</u> % <u>23.5</u> | # <u>1</u> % <u>5.9</u> | # <u>5</u> % <u>29.4</u> |
| OVERALL AVAILABILITY: | | % <u>49.5</u> | % <u>28.6</u> | % <u>8.2</u> | % <u>10.9</u> | % <u>8.6</u> | % <u>7.0</u> |
| UNDERUTILIZATION: | | % <u>14.2</u> # <u>2.4</u> UU <u>2</u> | % <u>NONE</u> # <u>0.0</u> UU <u>0</u> | % <u>NONE</u> # <u>0.0</u> UU <u>0</u> | % <u>NONE</u> # <u>0.0</u> UU <u>0</u> | % <u>2.7</u> # <u>0.5</u> UU <u>1</u> | % <u>NONE</u> # <u>0.0</u> UU <u>0</u> |

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

AGE Greater than or Equal to 28 AND AGE Less than or equal to 65

EDUCATION is a Bachelor's Degree or higher

Race/Ethnicity (Italian defined by 1st ancestry PLUS + 50% of persons defined as Italian in 2nd ancestry) by education (Bachelor's degree or higher) by geography

| Geography | Race/Ethnicity | | Bachelor's Degree | Master's Degree | Doctoral Degree |
|-----------|--|---|-------------------|-----------------|-----------------|
| Total USA | 1 Italian-American 1st Anc & 50% of 2nd Ancestry | N | 1,772,920 | 784,044 | 95,993 |
| | | % | 6.3% | 6.6% | 5.3% |
| Total USA | | N | 28,353,720 | 11,912,118 | 1,825,902 |
| | | % | 100.0% | 100.0% | 100.0% |

FACTOR / SOURCE SHEET**FALL, 2016****ADMINISTRATION II**

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

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

| <u>FACTORS</u> | <u>SOURCES</u> | <u>WEIGHT</u> |
|----------------|--|---------------|
| Factor 1 | 4STATE - Earned Degrees Conferred (EDC) - Bachelors 2011-12* for Federal Protected Groups. 2007-2011 American Community Survey (ACS) - 4State - Italian American BA holders age 21 through 65 - 1st ancestry and 50% 2nd ancestry. | 0.4 |
| Factor 2 | Promotable, Transferable, Trainable employees within contractors organization. - CUNY Survey - selected titles, service requirement and criteria -Source Spring 2014. | 0.6 |
| | | 1.0 |

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

| Factor 1: | <u>Female</u> | <u>**Total Minority</u> | <u>Asian or</u> | <u>Black or</u> | <u>Hispanic or</u> | <u>Ital. Am. BA</u> |
|--------------------|---------------|-------------------------|-------------------------------------|-------------------------|--------------------|---------------------|
| | | | <u>Nat. Haw. or Other Pac. Isl.</u> | <u>African American</u> | | <u>Latino</u> |
| | 57.3 | 28.9 | 8.3 | 9.8 | 9.2 | 14.9 |
| multiply by weight | 0.4 | 22.9 | 3.3 | 3.9 | 3.7 | 6.0 |
| | | | | | | |
| Factor 2: | <u>Female</u> | <u>**Total Minority</u> | <u>Asian or</u> | <u>Black or</u> | <u>Hispanic or</u> | <u>Ital. Am.</u> |
| | | | <u>Nat. Haw. or Other Pac. Isl.</u> | <u>African American</u> | | <u>Latino</u> |
| HE asst. | 296 | 281 | 30 | 156 | 93 | 38 |
| Asst. Prof. | 334 | 243 | 88 | 103 | 50 | 37 |
| TOTAL | 630 | 524 | 118 | 259 | 143 | 75 |
| | 58.6 | 48.7 | 11.0 | 24.1 | 13.3 | 7.0 |
| multiply by weight | 0.6 | 35.2 | 29.2 | 6.6 | 8.0 | 4.2 |
| OVERALL | 58.1 | 40.8 | 9.9 | 18.4 | 11.7 | 10.2 |

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

| UTILIZATION ANALYSIS WORKSHEET | | | | | | | | |
|--|---|---|--|---|--|--|---|-----|
| Two Factor Availability | | | | | | | | |
| College: Kingsborough Community College | | | | | | | | |
| Semester/Year: FALL, 2016 | | | | | | | | |
| AFFIRMATIVE ACTION UNIT: ADMINISTRATION 2 | | Constituent Departments: | | | | | | |
| EEO CATEGORY: EXECUTIVE/ADMINISTRATIVE/MANAGERIAL | | Job Titles: Higher Education Officer (HEO) Higher Education Associate (HEA) | | | | | | |
| JOB GROUP: ADMINISTRATION 2 | | | | | | | | |
| FACTORS: | Weighting | Females | **Total Minority | Asian or Nat. Haw. or Other Pac. Isl. | Black or African American | Hispanic or Latino | Ital. Am. | |
| | 1. % availability of Minorities/Females with requisite skills in immediate labor areas. | 0.40 | 22.9 | 11.6 | 3.3 | 3.9 | 3.7 | 6.0 |
| | 2. % of Minorities/Females promotable, transferable, or trainable | 0.60 | 35.2 | 29.2 | 6.6 | 14.5 | 8.0 | 4.2 |
| GROUP TOTAL NO.: 101 No. Male: 28 No. Female: 73 | | | | | | | | |
| | | Females | **Total Minority | Asian or Nat. Haw. or Other Pac. Isl. | Black or African American | Hispanic or Latino | Ital. Am. | |
| CURRENT UTILIZATION: | | # 73 % 72.3 | # 58 % 57.4 | # 5 % 5.0 | # 26 % 25.7 | # 27 % 26.7 | # 3 % 3.0 | |
| OVERALL AVAILABILITY: | | % 58.1 | % 40.8 | % 9.9 | % 18.4 | % 11.7 | % 10.2 | |
| UNDERUTILIZATION: | | % NONE # 0.0 UU 0 | % NONE # 0.0 UU 0 | % 4.9 # 4.9 UU 5 | % NONE # 0.0 UU 0 | % NONE # 0.0 UU 0 | % 7.2 # 7.3 UU 7 | |

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

AGE Greater than or Equal to 21 AND AGE Less than or equal to 65

EDUCATION - persons with a Bachelor's Degree or Master's degree

Race/ethnicity (includes persons defined as Italian 1st ancestry response and 50% of persons defined as Italian by 2nd ancestry) by Education (Bachelor's and Master's Degree) by Geography

| Geography | Race/Ethnicity | | Bachelor's Degree |
|-------------|--|---|-------------------|
| NY-NJ-CT-PA | 1 Italian-American 1st Anc & 50% of 2nd Ancestry | N | 805,206 |
| | | % | 14.9% |
| | Total NY, NJ, CT, PA | N | 5,396,824 |
| | | % | 100.0% |

FACTOR / SOURCE SHEET**FALL, 2016**ADMINISTRATION III:

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

| <u>FACTORS</u> | <u>SOURCES</u> | <u>WEIGHT</u> |
|----------------|--|---------------|
| Factor 1 | 4STATES Earned Degrees Conferred (EDC) - Bachelors 2011-12* for Federal Protected Groups. 2007-2011 American Community Survey (ACS) - 4State -Italian American BA holders age 21 through 65 - 1st ancestry and 50% 2nd ancestry. | 0.7 |
| Factor 2 | Promotable, Transferable, Trainable employees within contractors organization. - CUNY Survey - selected titles, service requirement and criteria -Source Spring 2014. | 0.3 |

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

| <u>Factor 1:</u> | <u>Female</u> | <u>**Total Minority</u> | <u>Asian or Nat. Haw. or Other Pac. Isl.</u> | <u>Black or African American</u> | <u>Hispanic or Latino</u> | <u>Ital. Am. BA degree holders age 21 - 65</u> |
|---|-------------------|---------------------------------|--|--|-----------------------------------|--|
| | | | | | | |
| | 57.3 | 28.9 | 8.3 | 9.8 | 9.2 | 14.9 |
| multiply by weight - 0.7 | 40.1 | 20.2 | 5.8 | 6.9 | 6.4 | 10.4 |
| <u>Factor 2:</u> | <u>Female</u> | <u>**Total Minority</u> | <u>Asian or Nat. Haw. or Other Pac. Isl.</u> | <u>Black or African American</u> | <u>Hispanic or Latino</u> | <u>Ital. Am.</u> |
| College Asst. (holding BA degree or higher in title only) | 415 | 363 | 104 | 149 | 107 | 26 |
| Gittlesons (holding BA degree or higher in title only) | 425 | 342 | 44 | 187 | 107 | 20 |
| | 840 | 705 | 148 | 336 | 214 | 46 |
| | 73.6 | 61.7 | 13.0 | 29.4 | 18.7 | 4.0 |
| multiply by weight - 0.3 | 22.1 | 18.5 | 3.9 | 8.8 | 5.6 | 1.2 |
| OVERALL AVAILABILITY | 62.2 | 38.7 | 9.7 | 15.7 | 12.0 | 11.6 |

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

| UTILIZATION ANALYSIS WORKSHEET | | | | | | | | |
|---|--|---------------|---|--|---------------------------------------|---------------------------|--------------------|-----------|
| Two Factor Availability | | | | | | | | |
| | | | | College: <u>Kingsborough Community College</u> | | | | |
| | | | | Semester/Year: FALL, 2016 | | | | |
| AFFIRMATIVE ACTION UNIT: ADMINISTRATION 3 | | | Constituent Departments: | | | | | |
| EEO CATEGORY: PROFESSIONAL/NON-FACULTY | | | Job Titles: Higher Education assistant (HEa) assistant to Higher Education Officer (aHEC) | | | | | |
| JOB GROUP: ADMINISTRATION 3 | | | | | | | | |
| FACTORS: | | Weighting | Females | **Total Minority | Asian or Nat. Haw. or Other Pac. Isl. | Black or African American | Hispanic or Latino | Ital. Am. |
| 1. % availability of Minorities/Females with requisite skills in immediate labor areas. | | 0.70 | 40.1 | 20.2 | 5.8 | 6.9 | 6.4 | 10.4 |
| 2. % of Minorities/Females promotable, transferable, or trainable | | 0.30 | 22.1 | 18.5 | 3.9 | 8.8 | 5.6 | 1.2 |
| GROUP TOTAL NO.: <u>121</u> | | | | | | | | |
| No. Male: <u>30</u> No. Female: <u>91</u> | | | | | | | | |
| | | Females | **Total Minority | Asian or Nat. Haw. or Other Pac. Isl. | Black or African American | Hispanic or Latino | Ital. Am. | |
| CURRENT UTILIZATION: | | # <u>91</u> | # <u>71</u> | # <u>9</u> | # <u>44</u> | # <u>15</u> | # <u>9</u> | |
| | | % <u>75.2</u> | % <u>58.7</u> | % <u>7.4</u> | % <u>36.4</u> | % <u>12.4</u> | % <u>7.4</u> | |
| OVERALL AVAILABILITY: | | % <u>62.2</u> | % <u>38.7</u> | % <u>9.7</u> | % <u>15.7</u> | % <u>12.0</u> | % <u>11.6</u> | |
| UNDERUTILIZATION: | | % <u>NONE</u> | % <u>NONE</u> | % <u>2.3</u> | % <u>NONE</u> | % <u>NONE</u> | % <u>4.2</u> | |
| | | # <u>0.0</u> | # <u>0.0</u> | # <u>2.8</u> | # <u>0.0</u> | # <u>0.0</u> | # <u>5.1</u> | |
| | | UU <u>0</u> | UU <u>0</u> | UU <u>3</u> | UU <u>0</u> | UU <u>0</u> | UU <u>5</u> | |

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

AGE Greater than or Equal to 21 AND AGE Less than or equal to 65

EDUCATION - persons with a Bachelor's Degree or Master's degree

Race/ethnicity (includes persons defined as Italian 1st ancestry response and 50% of persons defined as Italian by 2nd ancestry) by Education (Bachelor's and Master's Degree) by Geography

| Geography | Race/Ethnicity | | Bachelor's Degree |
|-------------|--|---|-------------------|
| NY-NJ-CT-PA | 1 Italian-American 1st Anc & 50% of 2nd Ancestry | N | 805,206 |
| | | % | 14.9% |
| | Total NY, NJ, CT, PA | N | 5,396,824 |
| | | % | 100.0% |

FALL, 2016

NOTE: The Overall Availability is used by weighting these Areas/Fields by the number of employees that the college has
(Worksheet TAB ADM 4 Factors allows for computation of employees by entering the college workforce numbers and computes the TOTAL Overall Availability for Administration)

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

| <u>FACTORS</u> | <u>SOURCES</u> | <u>WEIGHT</u> | <u>Ital. Am. WEIGHT</u> |
|----------------|--|---------------|-------------------------|
| Factor 1a: | 2007-2011 American Community Survey (ACS) - 4States (CT,NJ,NY,PA) for gender and federal protected groups, 100% 1st ancestry and 50% 2nd ancestry for Italian Americans. | 0.9 | 1.0 |
| Factor 1b: | 4 STATES Earned Degrees Conferred (EDC) - Bachelors 2011-12* for gender and federal protected groups. | 0.1 | |

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

| | <u>FEMALE</u> | <u>**TOTAL MINORITY</u> | <u>Asian or Nat. Haw. or Other Pac. Isl.</u> | <u>Black or African American</u> | <u>Hispanic or Latino</u> | <u>ITAL AMER.</u> |
|--|---------------|-------------------------|--|----------------------------------|---------------------------|-------------------|
| HEALTH TECHNOLOGISTS & TECHNICIANS | | | | | | |
| Factors 1a and 1b Health Tech. & Tech. | 59.2 | 31.3 | 7.4 | 14.7 | 7.5 | 14.7 |
| ENGINEERING & RELATED TECHNOLOGISTS & TECHNICIANS | | | | | | |
| Factors 1a and 1b Eng. & Related Tech. & Tech. | 16.3 | 25.3 | 5.9 | 8.8 | 9.0 | 13.7 |
| SCIENCE TECHNICIANS | | | | | | |
| Factors 1a and 1b Science Tech. | 44.7 | 27.4 | 10.4 | 7.2 | 6.3 | 13.2 |
| COMPUTER TECHNICIANS | | | | | | |
| Factors 1a and 1b Computer Tech. | 22.9 | 36.8 | 22.6 | 7.0 | 5.7 | 10.6 |
| BROADCASTING EQUIPMENT / COMMUNICATIONS TECHNICIANS | | | | | | |
| Factors 1a and 1b Broadcasting Equip./ Comm. Tech. | 34.4 | 34.4 | 7.3 | 9.4 | 16.0 | 13.7 |
| BUSINESS & MANAGEMENT SERVICE OCCUPATIONS | | | | | | |
| Factors 1a and 1b Bus. & Management & Service Occ. | 38.7 | 24.4 | 4.8 | 5.8 | 13.3 | 8.0 |

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

FALL, 2016

ADMINISTRATION IV: College Laboratory Technician Series

ADMINISTRATION IV: (titles listed below)

- Chief College Laboratory Technician (Chief CLT)
- Senior College Laboratory Technician (Sr. CLT)
- College Laboratory Technician (CLT)

Overall Availability Data for the following main areas/fields are provided in the TAB: "IA ADM 4 Factors AD F2016"

- a. * ^^ Health Technologist & Technicians
- b. * ^^ Engineering & Related Technologists & Technicians
- c. * ^^ Science Technicians
- d. * ^^ Computer Technicians
- e. * ^^ Broadcasting Equipment / Communications Technicians
- f. * ^^ Business & Management / Service Occupations

* The overall availability data must be weighted by the number of employees in the area/field.

^^ Allocation of employees in the area/field are based on the type of work that is done. **Example:** A CLT who sets up the lab for the Chemistry class would be allocated to the area of Science. A CLT setting up the VCRs or stage is allocated to the area of Broadcasting/Communications.


| AREA/FIELD | # of technicians in area/field. | TOTAL # of Technicians | % of technicians in area/field | | | **Total Minority | Asian or Nat. Haw. or Other Pac. Isl. | Black or African American | Hispanic or Latino | Ital. Amer. |
|---------------------------------------|---------------------------------|------------------------|--------------------------------|-----------|-----------|------------------|---------------------------------------|---------------------------|--------------------|-------------|
| | | | | Male | Female | | | | | |
| * ^^ Health | 7 | 34 | 21% | | | | | | | |
| * ^^ Engineering | 0 | 34 | 0% | | | | | | | |
| * ^^ Science | 12 | 34 | 35% | | | | | | | |
| * ^^ Computers | 2 | 34 | 6% | | | | | | | |
| * ^^ Broadcasting/Communications | 8 | 34 | 24% | | | | | | | |
| * ^^ Bus & Mngmnt / Serv. Occupations | 5 | 34 | 15% | | | | | | | |
| TOTAL Number of CLTs | 34 | | | 17 | 17 | 15 | 3 | 5 | 6 | 2 |

| OVERALL AVAILABILITY: (from TAB - IA ADM 4 Factors AD F2016.) | | Female | **Total Minority | Asian or Nat. Haw. or Other Pac. Isl. | Black or African American | Hispanic or Latino | Ital. Amer. |
|---|--|--------|------------------|---------------------------------------|---------------------------|--------------------|-------------|
| Health | | 59.2 | 31.3 | 7.4 | 14.7 | 7.5 | 14.7 |
| Engineering | | 16.3 | 25.3 | 5.9 | 8.8 | 9.0 | 13.7 |
| Science | | 44.7 | 27.4 | 10.4 | 7.2 | 6.3 | 13.2 |
| Computers | | 22.9 | 36.8 | 22.6 | 7.0 | 5.7 | 10.6 |
| Broadcasting/Communications | | 34.4 | 34.4 | 7.3 | 9.4 | 16.0 | 13.7 |
| Bus & Mngmnt / Serv. Occupations | | 38.7 | 24.4 | 4.8 | 5.8 | 13.3 | 8.0 |

This section computes the weighted Overall Availability (OA) for each area with the percentage of employees and totals the OA for all areas/fields. The information in the cells of the dotted bordered box will automatically be used for calculating the underutilization on IA ADM 4 UAW F2016 worksheet.

| Weighted Overall Availability of the areas by % of employees | % of technicians in area/field | | | **Total Minority | Asian or Nat. Haw. or Other Pac. Isl. | Black or African American | Hispanic or Latino | Ital. Amer. |
|--|--------------------------------|-------------|-------------|------------------|---------------------------------------|---------------------------|--------------------|-------------|
| | | Female | Male | | | | | |
| Health | 21% | 12.4 | 6.6 | 1.6 | 3.1 | 1.6 | 3.1 | |
| Engineering | 0% | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | |
| Science | 35% | 15.6 | 9.6 | 3.6 | 2.5 | 2.2 | 4.6 | |
| Computers | 6% | 1.4 | 2.2 | 1.4 | 0.4 | 0.3 | 0.6 | |
| Broadcasting/Communications | 24% | 8.3 | 8.3 | 1.8 | 2.3 | 3.8 | 3.3 | |
| Bus & Mngmnt / Serv. Occupations | 15% | 5.8 | 3.7 | 0.7 | 0.9 | 2.0 | 1.2 | |
| TOTAL OVERALL AVAILABILITY (OA) | | 43.5 | 30.4 | 9.1 | 9.2 | 9.9 | 12.8 | |

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

| UTILIZATION ANALYSIS WORKSHEET Two Factor Availability | | | | | | | | |
|---|--|---|--|---|--|---|---|--|
| NOTE: Please weight depending on the number of employees in fields. | | | College: <u>Kingsborough Community College</u> | | | | | |
| | | | Semester/Year: <u>FALL, 2016</u> | | | | | |
| AFFIRMATIVE ACTION UNIT: ADMINISTRATION IV | | Constituent Departments: HEALTH COMPUTER SCIENCE TECH.-BROADCASTING/COMM. BUS. MNGMNT./SERV. OCC. | | | | | | |
| EEO CATEGORY: TECHNICAL / PARAPROFESSIONAL | | Job Titles: COLLEGE LAB TECHNICIANS (CLTs) Chief College Laboratory Technician (Chief CLT) Senior College Laboratory Technician (Sr. CLT) College Laboratory Technician (CLT) | | | | | | |
| JOB GROUP: ADMINISTRATION IV | |  | | | | | | |
| FACTORS: | | Weighting | Female | **Total Minority | Asian or Nat. Haw. or Other Pac. Isl. | Black or African American | Hispanic or Latino | Ital. Amer. |
| 1. % availability of Minorities/Females with requisite skills in immediate labor areas. | | See Factors worksheet | 43.5 | 30.4 | 9.1 | 9.2 | 9.9 | 12.8 |
| 2. % of Minorities/Females promotable, transferable, or trainable. | | | | | | | | |
| GROUP TOTAL NO.: <u>34</u> | | | | | | | | |
| No. Male: <u>17</u> No. Female: <u>17</u> | | | | | | | | |
| CURRENT UTILIZATION: | | | # <u>17</u> % <u>50.0</u> | # <u>15</u> % <u>44.1</u> | # <u>3</u> % <u>8.8</u> | # <u>5</u> % <u>14.7</u> | # <u>6</u> % <u>17.6</u> | # <u>2</u> % <u>5.9</u> |
| OVERALL AVAILABILITY: | | | % <u>43.5</u> | % <u>30.4</u> | % <u>9.1</u> | % <u>9.2</u> | % <u>9.9</u> | % <u>12.8</u> |
| UNDERUTILIZATION: | | | % <u>NONE</u> # <u>0.0</u> UU <u>0</u> | % <u>NONE</u> # <u>0.00</u> UU <u>0</u> | % <u>0.3</u> # <u>0.10</u> UU <u>0</u> | % <u>NONE</u> # <u>0.00</u> UU <u>0</u> | % <u>NONE</u> # <u>0.00</u> UU <u>0</u> | % <u>6.9</u> # <u>2.35</u> UU <u>2</u> |

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

As per CDO 2/23: Total 39
 Female 20 (0 UU) Asian 3 (1 UU); Black 6 (0 UU); Hispanic 7 (0 UU); Italian American unchanged.

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

| Geography | Occupation | TOTAL MINORITY calculated | Black, nH | Latino- Hispanic | Asian / Haw. Pac. Isl. | Native American- Alaska Native | Females | Italian- American 1st Ancestry PLUS 50% of 2nd Ancestry |
|-------------|--|---------------------------------|-----------|---------------------|------------------------------|---|---------|---|
| NY-NJ-CT-PA | 3535 Miscellaneous Health Technologists and Tec | 6,335 | 3,028 | 1,323 | 1,652 | 70 | 10,611 | 2,200 |
| | 3540 Other Healthcare Practitioners and Technica | 2,257 | 1,037 | 718 | 295 | 69 | 4,824 | |

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

| Geography | Occupation | TOTAL MINORITY calculated | Black, nH | Latino- Hispanic | Asian / Haw. Pac. Isl. | Native American- Alaska Native | Females | Italian- American 1st Ancestry PLUS 50% of 2nd Ancestry |
|-------------|---|---------------------------------|-----------|---------------------|------------------------------|---|---------|---|
| NY-NJ-CT-PA | 1550 Engineering Technicians, Except Drafters | 13,474 | 4,739 | 4,759 | 3,092 | 112 | 8,957 | 7,094 |

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

| Geography | Occupation | TOTAL MINORITY calculated | Black, nH | Latino- Hispanic | Asian / Haw. Pac. Isl. | Native American- Alaska Native | Females | Italian- American 1st Ancestry PLUS 50% of 2nd Ancestry |
|-------------|---|---------------------------------|-----------|---------------------|------------------------------|---|---------|---|
| NY-NJ-CT-PA | 1910 Biological Technicians | 696 | 100 | 280 | 278 | 17 | 981 | 321 |
| | 1920 Chemical Technicians | 2,964 | 870 | 614 | 1,318 | 0 | 3,955 | 1,432 |
| | 1965 Miscellaneous life, physical and social scient | 7,062 | 1,964 | 1,541 | 2,651 | 83 | 12,214 | 3,324 |

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

| Geography | Occupation | TOTAL MINORITY calculated | Black, nH | Latino- Hispanic | Asian / Haw. Pac. Isl. | Native American- Alaska Native | Females | Italian- American 1st Ancestry PLUS 50% of 2nd Ancestry |
|-------------|--|---------------------------------|-----------|---------------------|------------------------------|---|---------|---|
| NY-NJ-CT-PA | 1050 Computer Support Specialists | 22,564 | 8,080 | 6,215 | 7,182 | 54 | 20,076 | 9,110 |
| | 1020 Software developers, applications and syste | 45,846 | 4,517 | 3,238 | 36,320 | 48 | 23,899 | 10,484 |
| | 1400 Computer Hardware Engineers | 3,413 | 566 | 607 | 2,193 | 0 | 1,522 | 699 |

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

| Geography | Occupation | TOTAL MINORITY calculated | Black, nH | Latino- Hispanic | Asian / Haw. Pac. Isl. | Native American- Alaska Native | Females | Italian- American 1st Ancestry PLUS 50% of 2nd Ancestry |
|-------------|--|---------------------------------|-----------|---------------------|------------------------------|---|---------|---|
| NY-NJ-CT-PA | 2900 Broadcast and Sound Engineering Technicia | 3,772 | 1,798 | 1,291 | 425 | 9 | 2,041 | 2,647 |
| NY-NJ-CT-PA | 2860 Miscellaneous Media and Communication W | 5,622 | 651 | 3,158 | 1,685 | 0 | 6,974 | 969 |

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

| Geography | Occupation | TOTAL MINORITY calculated | Black, nH | Latino- Hispanic | Asian / Haw. Pac. Isl. | Native American- Alaska Native | Females | Italian- American 1st Ancestry PLUS 50% of 2nd Ancestry |
|-------------|--|---------------------------------|-----------|---------------------|------------------------------|---|---------|---|
| NY-NJ-CT-PA | 1900 Agricultural and Food Science Technicians | 882 | 170 | 519 | 176 | 17 | 1,366 | 287 |

FACTOR / SOURCE SHEET - Job Group: PROFESSORIAL

Fall 2016

Job Group: Professorial

Job Titles: Professor; Associate Professor; and Assistant Professor

| FACTORS | SOURCES | WEIGHT |
|----------|--|--------|
| Factor 1 | EDC- Ph.D. 2011 - 12* - 4States @ .2 and US Non-4States @ .8 - ALL FIELDS for federal protected groups. | 1.0 |
| | 2007-2011 - American Community Survey (ACS) - Italian American Ph.D. holders age 24 through 65 - 1st ancestry and 50% 2nd ancestry - 4States @ .2 and USNon4States @ .8 is weighted. | |

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

| Female | **Total Minority | Asian or Nat. Haw. or Other Pac. Isl. | Black or African American | Hispanic or Latino | Ital. Amer. |
|--------|------------------|---------------------------------------|---------------------------|--------------------|-------------|
| 54.9 | 25.7 | 8.4 | 9.8 | 6.0 | 5.5 |

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

Italian American - weights and availability data

Note: 2014 Expert Panel recommended to weigh this job group for Italian Americans at 100% National for the Senior Colleges and 80% 4State and 20%USNon4State for the Community Colleges and to explain when CUNY uses differing criteria. In this PROFESSORIAL Job Group an assessment of hires to these titles indicates CUNY's recruitment is 80% USNon4States and 20% 4States.

| | ACS Ital. Am. Ph.D degree holder age 24-65 |
|----------------------|--|
| 4States @ 20% | 0.2 9.7 1.9 |
| US Non-4States @ 80% | 0.8 4.4 3.5 |
| FACTOR 1 | 5.5 |

UTILIZATION ANALYSIS WORKSHEET
Two Factor Availability

| | |
|----------------|---------------------------------------|
| College: | Kingsborough Community College |
| Semester/Year: | Fall 2016 |

| | | | | | | | |
|--|-----------|---|--|---|--|--|--|
| EEO CATEGORY: | | Job Titles: | | | | | |
| FACULTY | | Professor; Associate Professor; and Assistant Professor | | | | | |
| JOB GROUP: | | | | | | | |
| PROFESSORIAL | | | | | | | |
| FACTORS: | Weighting | Females | **Total Minority | Asian or Nat. Haw. or Other Pac. Isl. | Black or African American | Hispanic or Latino | Ital. Amer. |
| 1. % availability of Minorities/Females with requisite skills in immediate labor areas | 1.00 | 54.9 | 25.7 | 8.4 | 9.8 | 6.0 | 5.5 |
| 2. % of Minorities/Females promotable, transferable, or trainable | | | | | | | |
| GROUP TOTAL NO.: 258 | | | | | | | |
| No. Male: 118 No. Female: 140 | | Females | **Total Minority | Asian or Nat. Haw. or Other Pac. Isl. | Black or African American | Hispanic or Latino | Ital. Amer. |
| CURRENT UTILIZATION: | | # <u>140</u> % <u>54.3</u> | # <u>72</u> % <u>27.9</u> | # <u>21</u> % <u>8.1</u> | # <u>30</u> % <u>11.6</u> | # <u>19</u> % <u>7.4</u> | # <u>35</u> % <u>13.6</u> |
| OVERALL AVAILABILITY: | | % <u>54.9</u> | % <u>25.7</u> | % <u>8.4</u> | % <u>9.8</u> | % <u>6.0</u> | % <u>5.5</u> |
| UNDERUTILIZATION: | | % <u>0.6</u> # <u>1.6</u> UU <u>2</u> | % <u>NONE</u> # <u>0.0</u> UU <u>0</u> | % <u>0.3</u> # <u>0.7</u> UU <u>1</u> | % <u>NONE</u> # <u>0.0</u> UU <u>0</u> | % <u>NONE</u> # <u>0.0</u> UU <u>0</u> | % <u>NONE</u> # <u>0.0</u> UU <u>0</u> |

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


Italian defined by 1st ancestry PLUS + 50% of persons defined as Italian American:
by response to 2nd ancestry question.

AGE GE 24 AND AGE LE 65

EDUCATION Doctoral Degree

Race/ethnicity (includes Italians defined by 1st ancestry response plus 50% of
persons defined as Italian-American in 2nd ancestry) by Geography by Education
(Master's and Doctorate)

| Geography | Race/Ethnicity | | Doctoral Degree |
|----------------------|---|---|--------------------|
| NY-NJ-CT-PA | 1 Italian-American 1st Anc & 50% of 2nd Ancestry | N | 30,308 |
| | | % | 9.7% |
| US minus NY,NJ,CT,PA | 1 Italian-American 1st Anc & 50% of 2nd Ancestry | N | 68,721 |
| | | % | 4.4% |

|  DOCTORATE's degree conferred by Title IV participating institutions 2011-2012 | | | | | | |
|---|---------------|-------------------------|-----------------------------|----------------------------|-------------------------------|------------------------------|
| Reported data only - This listing does not include US Service Schools, Non-Resident Aliens and Unknowns are excluded from all totals. Total Minority includes: Black, Hispanic or Latino, Asian/Native Hawaii/Other Pacific Islander, American Indian Alaska Native, and Two or More Races. Data for 4 States = CT, NJ, NY & PA(considered as 4ST) is weighted at 20% and US not 4ST is weighted at 80%. | | | | | | |
| | <u>FEMALE</u> | <u>**Total Minority</u> | <u>ASIAN/ PAC. ISL.</u> | <u>BLACK NON-HISP.</u> | <u>Hispanic or Latino</u> | <u>AM.IND./ AL. NAT.</u> |
| TOTAL ALL FIELDS PhD and PhD Other | 54.9% | 25.7% | 8.4% | 9.8% | 6.0% | 0.5% |
| OHRWjc - S:\j\mcbh's My Documents\EDC\EDC 2012 RAW data\Test Map PHD 2012 Pctg FEDERAL.rpt | | | | | | |

**FACTOR / SOURCE SHEET -
Non-Professorial INSTRUCTOR
FALL, 2016**

Job Group: INSTRUCTOR

Job Titles: Instructor

| <u>FACTORS</u> | <u>SOURCES</u> | <u>WEIGHT</u> |
|----------------|---|---------------|
| Factor 1 | EDC- MA. 2011 - 12* - 4States - ALL FIELDS for federal protected groups. 2007-2011 - American Community Survey (ACS) - 4States weighted at 100% - Italian American - MA holders age 24 through 65 - 1st ancestry and 50% 2nd ancestry. | 1.0 |

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

| <u>Female</u> | <u>**Total Minority</u> | <u>Asian or Nat. Haw. or Other Pac. Isl.</u> | <u>Black or African American</u> | <u>Hispanic or Latino</u> | <u>Ital. Amer.</u> |
|---------------|-----------------------------|--|--|-----------------------------------|------------------------|
| | | 64.6 | 26.6 | 8.2 | 10.2 |

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

**Italian American - weights and
availability data**

Note: 2014 Expert Panel recommended to weigh this job group for Italian Americans at 100% National for the Senior Colleges and 80% 4State and 20%USNon4State for the Community Colleges and explain when CUNY uses differing criteria. In this Non-Professorial INSTRUCTOR job group an assessment of hires to this title indicates CUNY's recruitment is 4States and this area is weighted at 100%.

| | | <u>2007-2011 - ACS Ital. Am. MA degree holder 24 through 65</u> |
|----------------|-----|---|
| 4States @ 100% | 1.0 | 14.7 |
| Factor 1 | | 14.7 |

UTILIZATION ANALYSIS WORKSHEET
Two Factor Availability

| | |
|----------------|---------------------------------------|
| College: | Kingsborough Community College |
| Semester/Year: | FALL, 2016 |

| | | | | | | | |
|--|-----------|--|--|---|--|--|--|
| EEO CATEGORY: | | Job Titles: | | | | | |
| FACULTY | | Instructor | | | | | |
| JOB GROUP: | | | | | | | |
| INSTRUCTOR | | | | | | | |
| FACTORS: | Weighting | Females | **Total Minority | Asian or Nat. Haw. or Other Pac. Isl. | Black or African American | Hispanic or Latino | Ital. Amer. |
| 1. % availability of Minorities/Females with requisite skills in immediate labor areas | 1.00 | 64.6 | 26.6 | 8.2 | 10.2 | 6.9 | 14.7 |
| 2. % of Minorities/Females promotable, transferable, or trainable | | | | | | | |
| GROUP TOTAL NO.: <u>9</u> | | | | | | | |
| No. Male: <u>3</u> No. Female: <u>6</u> | | | | | | | |
| | | Females | **Total Minority | Asian or Nat. Haw. or Other Pac. Isl. | Black or African American | Hispanic or Latino | Ital. Amer. |
| CURRENT UTILIZATION: | | # <u>6</u> % <u>66.7</u> | # <u>3</u> % <u>33.3</u> | # <u>0</u> % <u>0.0</u> | # <u>2</u> % <u>22.2</u> | # <u>1</u> % <u>11.1</u> | # <u>0</u> % <u>0.0</u> |
| OVERALL AVAILABILITY: | | % <u>64.6</u> | % <u>26.6</u> | % <u>8.2</u> | % <u>10.2</u> | % <u>6.9</u> | % <u>14.7</u> |
| UNDERUTILIZATION: | | % <u>NONE</u> # <u>0.0</u> UU <u>0</u> | % <u>NONE</u> # <u>0.0</u> UU <u>0</u> | % <u>8.2</u> # <u>0.7</u> UU <u>1</u> | % <u>NONE</u> # <u>0.0</u> UU <u>0</u> | % <u>NONE</u> # <u>0.0</u> UU <u>0</u> | % <u>14.7</u> # <u>1.3</u> UU <u>1</u> |

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

Italian defined by 1st ancestry PLUS + 50% of persons defined as Italian Americans by response to 2nd ancestry question.

AGE GE 24 AND AGE LE 65

EDUCATION EQ Master's OR Doctoral Degree

Race/ethnicity (includes Italians defined by 1st ancestry response plus 50% of persons defined as Italian-American in 2nd ancestry) by Geography by Education (Master's and Doctorate)

| Geography | Race/Ethnicity | Master's Degree |
|-------------|---|-----------------|
| NY-NJ-CT-PA | 1 Italian-American 1st Anc & 50% N of 2nd Ancestry | 345,483 |
| | % | 14.7% |

| MASTER'S degree conferred by Title IV participating institutions 2011-2012 Reported data only - This listing does not include US Service Schools, Non-Resident Aliens and Unknowns are excluded from all totals. Total Minority includes: Black, Hispanic or Latino, Asian/Native Hawaiian/Other Pacific Islander, American Indian/Alaska Native, and Two or More Races. Data for 4 States = CT, NJ, NY & PA (considered as 4ST) is weighted at 100%. | | | | | | |
|---|--------|----------------|---------------------|---------------------|-----------------------|--------------------|
| | FIGURE | Total Minority | ASIAN/ PAC. ISL. | BLACK/ NON-HISP. | Hispanic or Latino | AM.IND./ ALNAT. |
| TOTAL ALL FIELDS | 04.6% | 26.6% | 8.2% | 10.2% | 6.9% | 0.2% |

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FACTOR / SOURCE SHEET - Non-Professorial LECTURER

FALL, 2016

Job Group: LECTURER

Job Titles: Distinguished Lecturer, Lecturer

| | | |
|----------------|--|---------------|
| FACTORS | SOURCES | WEIGHT |
| Factor 1 | 'EDC - BA, 2011-12* - 4States weighted @ 50% and US Non-4States weighted @ 50% for federal protected groups - ALL FIELDS | 1.0 |

2007-2011 - American Community Survey (ACS) - U.S. - Italian American BA degree holders age 21 through 65 - 1st ancestry and 50% 2nd ancestry - 4States at 50% and US Non4States at 50% is weighted.

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

| Female | **Total Minority | Asian or Nat. Haw. or Other Pac. Isl. | Black or African American | Hispanic or Latino | Ital. Amer. |
|--------|------------------|---------------------------------------|---------------------------|--------------------|-------------|
| 57.5 | 29.5 | 7.7 | 10.3 | 9.6 | 9.9 |

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

Italian American - weights and availability data

Note: 2014 Expert Panel recommended to weigh this job group for Italian Americans at 100% National for the Senior Colleges and 80% 4States and 20% USNon4States for the Community Colleges and explain when CUNY uses differing criteria. In this Non-Professorial LECTURER job group an assessment of hires to this title indicates CUNY's recruitment is 50% USNon4States and 50% 4States.

| | | 2007-2011 ACS Ital. Am. BA degree holder age 21 through 65 |
|----------------------|-----|--|
| 4States @ 50% | 0.5 | 14.9 |
| | | 7.5 |
| US Non-4States @ 50% | 0.5 | 4.9 |
| | | 2.5 |
| Factor 1 | | 9.9 |

UTILIZATION ANALYSIS WORKSHEET
Two Factor Availability

| | |
|----------------|---------------------------------------|
| College: | Kingsborough Community College |
| Semester/Year: | FALL, 2016 |

| | | | | | | | |
|---|-----------|---|--|---|--|--|---|
| EEO CATEGORY: | | Job Titles: | | | | | |
| FACULTY | | Distinguished Lecturer, Lecturer | | | | | |
| JOB GROUP: | | | | | | | |
| LECTURER | | | | | | | |
| FACTORS: | Weighting | Females | **Total Minority | Asian or Nat. Haw. or Other Pac. Isl. | Black or African American | Hispanic or Latino | Ital. Amer. |
| 1. % availability of Minorities/Females with requisite skills in immediate labor areas. | 1.00 | 57.5 | 29.5 | 7.7 | 10.3 | 9.6 | 9.9 |
| 2. % of Minorities/Females promotable, transferable, or trainable | | | | | | | |
| GROUP TOTAL NO.: 89 | | | | | | | |
| No. Male: 40 No. Female: 49 | | | | | | | |
| | | Females | **Total Minority | Asian or Nat. Haw. or Other Pac. Isl. | Black or African American | Hispanic or Latino | Ital. Amer. |
| CURRENT UTILIZATION: | | # <u>49</u> % <u>55.1</u> | # <u>29</u> % <u>32.6</u> | # <u>6</u> % <u>6.7</u> | # <u>13</u> % <u>14.6</u> | # <u>10</u> % <u>11.2</u> | # <u>7</u> % <u>7.9</u> |
| OVERALL AVAILABILITY: | | % <u>57.5</u> | % <u>29.5</u> | % <u>7.7</u> | % <u>10.3</u> | % <u>9.6</u> | % <u>9.9</u> |
| UNDERUTILIZATION: | | % <u>2.4</u> # <u>2.2</u> UU <u>2</u> | % <u>NONE</u> # <u>0.0</u> UU <u>0</u> | % <u>1.0</u> # <u>0.9</u> UU <u>1</u> | % <u>NONE</u> # <u>0.0</u> UU <u>0</u> | % <u>NONE</u> # <u>0.0</u> UU <u>0</u> | % <u>2.0</u> # <u>1.8</u> UU <u>2</u> |

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

AGE GE 21 AND AGE LE 65

EDUCATION - persons with a Bachelor's Degree or Master's degree

Race/ethnicity (includes persons defined as Italian 1st ancestry response and 50% of persons defined as Italian by 2nd ancestry) by Education (Bachelor's Degree) by Geography

| <u>Geography</u> | <u>Race/Ethnicity</u> | | Bachelor's Degree |
|-------------------|--|---|--------------------------|
| NY-NJ-CT-PA | 1 Italian-American 1st Anc & 50% of 2nd Ancestry | N | 805,206 |
| | | % | 14.9% |
| US minus NYNJCTPA | 1 Italian-American 1st Anc & 50% of 2nd Ancestry | N | 1,393,037 |
| | | % | 4.9% |

| BACHELOR'S (degree conferred by Title IV participating institutions) 2011-2012 Reported data only - This listing does not include US Service Schools, Non-Resident Aliens and Unknowns are excluded from all totals. Total Minority includes: Black, Hispanic or Latino, Asian/Native Hawaiian/Other Pacific Islander, American Indian Alaska Native, and Two or More Races. Data for 4 States = CT, NJ, NY & PA (considered as 4ST) is weighted at 40% and US 4ST is weighted at 60% | | | | | | |
|---|---------------|------------------------|-----------------------------|----------------------------|-------------------------------|-----------------------------|
| | FEMALE | #Total Minority | ASIAN/ PAC. ISL. | BLACK NON-HISP. | Hispanic or Latino | AM IND./ AL NAT. |
| TOTAL ALL FIELD W: | 67.9% | 29.5% | 7.7% | 10.3% | 9.6% | 11.9% |

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FALL, 2016

ACCOUNTANTS - ACCOUNTANT

Professional/Non-Faculty - Technical/Paraprofessional

ACCOUNTANT:

Finance Accountant
Purchasing Agent

| <u>SOURCE</u> | <u>WEIGHTING</u> |
|--|------------------|
| Factor 1: N/A | 0.0 |
| Factor 2: CUNY Survey Fall 2011, Permanent College Accounting Assistants. On September 19, 2013 College Accounting Assistants received an opportunity for promotion based on service and educational qualifications. | 1.0 |

| <u>Female</u> | <u>**Total Minority</u> | <u>Asian or Nat. Haw. or Other Pac. Isl.</u> | <u>Black or African American</u> | <u>Hispanic or Latino</u> | <u>Ital. Amer.</u> |
|--------------------|-----------------------------|--|--|-------------------------------|------------------------|
| <u>82.4</u> | <u>70.6</u> | <u>29.4</u> | <u>26.5</u> | <u>11.8</u> | <u>0.0</u> |

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

UTILIZATION ANALYSIS WORKSHEET
Two Factor Availability

| |
|--|
| College: Kingsborough Community College |
| Semester/Year: FALL, 2016 |

| | | | | | | | |
|---|-----------|---|---|---|---|---|---|
| AFFIRMATIVE ACTION UNIT: ACCOUNTANTS - ACCOUNTANT | | | | | | | |
| EEO CATEGORY: Professional/Non-Faculty - Technical/Paraprofessional | | Job Titles: Finance Accountant Purchasing Agent | | | | | |
| JOB GROUP: ACCOUNTANTS - ACCOUNTANT | | | | | | | |
| FACTORS: | Weighting | Females | **Total Minority | Asian or Nat. Haw. or Other Pac. Isl. | Black or African American | Hispanic or Latino | Ital. Amer. |
| 1. % availability of Minorities/Females with requisite skills in immediate labor areas. | | | | | | | |
| 2. % of Minorities/Females promotable, transferable, or trainable | 1.00 | 82.4 | 70.6 | 29.4 | 26.5 | 11.8 | 0.0 |
| GROUP TOTAL NO.: <u>8</u> No. Male: <u>1</u> No. Female: <u>7</u> | | | | | | | |
| | | Females | **Total Minority | Asian or Nat. Haw. or Other Pac. Isl. | Black or African American | Hispanic or Latino | Ital. Amer. |
| CURRENT UTILIZATION: | | # <u>7</u> % <u>87.5</u> | # <u>2</u> % <u>25.0</u> | # <u>1</u> % <u>12.5</u> | # <u>0</u> % <u>0.0</u> | # <u>1</u> % <u>12.5</u> | # <u>1</u> % <u>12.5</u> |
| OVERALL AVAILABILITY: | | % <u>82.4</u> | % <u>70.6</u> | % <u>29.4</u> | % <u>26.5</u> | % <u>11.8</u> | % <u>0.0</u> |
| UNDERUTILIZATION: | | % <u>NONE</u> # <u>0.00</u> UU <u>0</u> | % <u>45.6</u> # <u>3.65</u> UU <u>4</u> | % <u>16.9</u> # <u>1.35</u> UU <u>1</u> | % <u>26.5</u> # <u>2.12</u> UU <u>2</u> | % <u>NONE</u> # <u>0.00</u> UU <u>0</u> | % <u>NONE</u> # <u>0.00</u> UU <u>0</u> |

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

FALL, 2016

CUNY ADMINISTRATIVE ASSISTANT

Secretarial and Clerical

**CUNY
ADMINISTRATIVE
ASSISTANT**

CUNY Administrative Assistant

| <u>SOURCE</u> | <u>WEIGHTING</u> |
|--|------------------|
| Factor 1: N/A | 0.0 |
| Factor 2: CUNY Survey Spring 2011 - Permanent CUNY Office Assistant (level 3 or above) and Mail Message Services Worker titles. The CUNY Administrative Assistant title is strictly promotional from the Permanent CUNY Office Assistant (level 3 or above) and Mail Message Services Worker titles with years of service requirement. | 1.0 |

| <u>Female</u> | <u>**Total Minority</u> | <u>Asian or Nat. Haw. or Other Pac. Isl.</u> | <u>Black or African American</u> | <u>Hispanic or Latino</u> | <u>Ital. Amer.</u> |
|--------------------|-----------------------------|--|--|-------------------------------|------------------------|
| <u>91.1</u> | <u>72.2</u> | <u>6.7</u> | <u>39.0</u> | <u>26.0</u> | <u>6.3</u> |

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

UTILIZATION ANALYSIS WORKSHEET
Two Factor Availability

| |
|--|
| College: Kingsborough Community College |
| Semester/Year: FALL, 2016 |

| | | | | | | | |
|---|-----------|---|--|--|---|---|---|
| AFFIRMATIVE ACTION UNIT: CUNY ADMINISTRATIVE ASSISTANT | | | | | | | |
| EEO CATEGORY: Secretarial and Clerical | | Job Titles: CUNY Administrative Assistant | | | | | |
| JOB GROUP: CUNY ADMINISTRATIVE ASSISTANT | | | | | | | |
| FACTORS: | Weighting | Females | **Total Minority | Asian or Nat. Haw. or Other Pac. Isl. | Black or African American | Hispanic or Latino | Ital. Amer. |
| 1. % availability of Minorities/Females with requisite skills in immediate labor areas. | | | | | | | |
| 2. % of Minorities/Females promotable, transferable, or trainable | 1.00 | 91.1 | 72.2 | 6.7 | 39.0 | 26.0 | 6.3 |
| GROUP TOTAL NO.: <u>15</u> No. Male: <u>0</u> No. Female: <u>15</u> | | | | | | | |
| | | Females | **Total Minority | Asian or Nat. Haw. or Other Pac. Isl. | Black or African American | Hispanic or Latino | Ital. Amer. |
| CURRENT UTILIZATION: | | # <u>15</u> % <u>100.0</u> | # <u>1</u> % <u>6.7</u> | # <u>0</u> % <u>0.0</u> | # <u>1</u> % <u>6.7</u> | # <u>0</u> % <u>0.0</u> | # <u>4</u> % <u>26.7</u> |
| OVERALL AVAILABILITY: | | % <u>91.1</u> | % <u>72.2</u> | % <u>6.7</u> | % <u>39.0</u> | % <u>26.0</u> | % <u>6.3</u> |
| UNDERUTILIZATION: | | % <u>NONE</u> # <u>0.00</u> UU <u>0</u> | % <u>65.5</u> # <u>9.83</u> UU <u>10</u> | % <u>6.7</u> # <u>1.01</u> UU <u>1</u> | % <u>32.3</u> # <u>4.85</u> UU <u>5</u> | % <u>26.0</u> # <u>3.90</u> UU <u>4</u> | % <u>NONE</u> # <u>0.00</u> UU <u>0</u> |

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

FALL, 2016

MANAGERIAL: COMPUTER MANAGER

Executive/Administrative/Managerial

MANAGERIAL:
COMPUTER MANAGER:

Computer Systems Manager
Computer Operations Manager

| | |
|---|------------------|
| <u>SOURCE</u> | <u>WEIGHTING</u> |
| Factor 1: 2007 - 2011 U.S. Census- American Community Survey (ACS) - NY, NJ, CT, PA (4States) - "Computer and Information Systems Managers" (110). 1st ancestry and 50% 2nd ancestry for Italian Americans. | 1.0 |

| | | | | | |
|--------------------|--------------------|--|--|-------------------------------------|------------------------------|
| | <u>**Total</u> | <u>Asian or Nat.</u> <u>Haw. or Other</u> | <u>Black or</u> <u>African</u> <u>American</u> | <u>Hispanic or</u> <u>Latino</u> | <u>Ital.</u> <u>Amer.</u> |
| <u>Female</u> | <u>Minority</u> | <u>Pac. Isl.</u> | | | |
| <u>28.5</u> | <u>26.6</u> | <u>15.7</u> | <u>4.3</u> | <u>5.2</u> | <u>15.3</u> |

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

UTILIZATION ANALYSIS WORKSHEET
Two Factor Availability

| | |
|----------------|---------------------------------------|
| College: | Kingsborough Community College |
| Semester/Year: | FALL, 2016 |

| | | | | | | | |
|---|-----------|---|--|---|---|--|---|
| AFFIRMATIVE ACTION UNIT: | | | | | | | |
| COMPUTER MANAGER: | | | | | | | |
| EEO CATEGORY: | | Job Titles: | | | | | |
| Executive/Administrative/Managerial | | Computer Systems Manager Computer Operations Manager | | | | | |
| JOB GROUP: | | | | | | | |
| COMPUTER MANAGER: | | | | | | | |
| FACTORS: | Weighting | Females | **Total Minority | Asian or Nat. Haw. or Other Pac. Isl. | Black or African American | Hispanic or Latino | Ital. Amer. |
| 1. % availability of Minorities/Females with requisite skills in immediate labor areas. | 1.00 | 28.5 | 26.6 | 15.7 | 4.3 | 5.2 | 15.3 |
| 2. % of Minorities/Females promotable, transferable, or trainable. | | | | | | | |
| GROUP TOTAL NO.: <u>5</u> | | | | | | | |
| No. Male: <u>5</u> No. Female: <u>0</u> | | | | | | | |
| | | Females | **Total Minority | Asian or Nat. Haw. or Other Pac. Isl. | Black or African American | Hispanic or Latino | Ital. Amer. |
| CURRENT UTILIZATION: | | # <u>0</u> % <u>0.0</u> | # <u>1</u> % <u>20.0</u> | # <u>0</u> % <u>0.0</u> | # <u>1</u> % <u>20.0</u> | # <u>0</u> % <u>0.0</u> | # <u>0</u> % <u>0.0</u> |
| OVERALL AVAILABILITY: | | % <u>28.5</u> | % <u>26.6</u> | % <u>15.7</u> | % <u>4.3</u> | % <u>5.2</u> | % <u>15.3</u> |
| UNDERUTILIZATION: | | % <u>28.5</u> # <u>1.43</u> UU <u>1</u> | % <u>6.6</u> # <u>0.33</u> UU <u>0</u> | % <u>15.7</u> # <u>0.79</u> UU <u>1</u> | % <u>NONE</u> # <u>0.00</u> UU <u>0</u> | % <u>5.2</u> # <u>0.26</u> UU <u>0</u> | % <u>15.3</u> # <u>0.77</u> UU <u>1</u> |

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

FALL, 2016

COMPUTER SPECIALISTS

Technical/Paraprofessional

COMPUTER SPECIALIST:

- IT Senior Associate
- IT Associate
- IT Assistant
- IT Support Assistant

SOURCE

Factor 1: 2007 - 2011 U.S. Census- American Community Survey (ACS) - NY, NJ, CT, PA (4States) - Computer Scientist Systems Analyst (1000); Computer Programmer (1010); Computer Software Engineers (1020); Computer Support Specialists (1050); Database Administrator (1060); Network Systems & Data Communication Analysts (1110); Computer Hardware Engineers (1400); Computer Operators (5800); and Computer Control Programmers and Operators (7900). 1st ancestry and 50% 2nd ancestry for Italian Americans.

WEIGHTING

1.0

| <u>Female</u> | <u>**Total Minority</u> | <u>Asian or Nat. Haw. or Other Pac. Isl.</u> | <u>Black or African American</u> | <u>Hispanic or Latino</u> | <u>Ital. Amer.</u> |
|--------------------|-----------------------------|--|--|-------------------------------|------------------------|
| <u>26.4</u> | <u>33.6</u> | <u>19.7</u> | <u>7.1</u> | <u>5.4</u> | <u>12.1</u> |

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

UTILIZATION ANALYSIS WORKSHEET
Two Factor Availability

| |
|--|
| College: Kingsborough Community College |
| Semester/Year: FALL, 2016 |

| | | | | | | | |
|---|-----------|--|---|--|---|---|--|
| AFFIRMATIVE ACTION UNIT: COMPUTER SPECIALISTS | | | | | | | |
| EEO CATEGORY: Technical/Paraprofessional | | Job Titles: IT Senior Associate IT Associate IT Assistant IT Support Assistant | | | | | |
| JOB GROUP: COMPUTER SPECIALISTS | | | | | | | |
| FACTORS: | Weighting | Females | **Total Minority | Asian or Nat. Haw. or Other Pac. Isl. | Black or African American | Hispanic or Latino | Ital. Amer. |
| 1. % availability of Minorities/Females with requisite skills in immediate labor areas. | 1.00 | 26.4 | 33.6 | 19.7 | 7.1 | 5.4 | 12.1 |
| 2. % of Minorities/Females promotable, transferable, or trainable. | | | | | | | |
| GROUP TOTAL NO.: 34 No. Male: 23 No. Female: 11 | | | | | | | |
| | | Females | **Total Minority | Asian or Nat. Haw. or Other Pac. Isl. | Black or African American | Hispanic or Latino | Ital. Amer. |
| CURRENT UTILIZATION: | | # <u>11</u> % <u>32.4</u> | # <u>21</u> % <u>61.8</u> | # <u>5</u> % <u>14.7</u> | # <u>10</u> % <u>29.4</u> | # <u>6</u> % <u>17.6</u> | # <u>2</u> % <u>5.9</u> |
| OVERALL AVAILABILITY: | | % <u>26.4</u> | % <u>33.6</u> | % <u>19.7</u> | % <u>7.1</u> | % <u>5.4</u> | % <u>12.1</u> |
| UNDERUTILIZATION: | | % <u>NONE</u> # <u>0.00</u> UU <u>0</u> | % <u>NONE</u> # <u>0.00</u> UU <u>0</u> | % <u>5.0</u> # <u>1.70</u> UU <u>2</u> | % <u>NONE</u> # <u>0.00</u> UU <u>0</u> | % <u>NONE</u> # <u>0.00</u> UU <u>0</u> | % <u>6.2</u> # <u>2.11</u> UU <u>2</u> |

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

FALL, 2016

CUNY OFFICE/SECRETARIAL ASSISTANT
 Secretarial and Clerical

CUNY OFFICE/SECRETARIAL ASSISTANT; CUNY Office/Secretarial Assistant (all levels)

| | |
|---|------------------|
| <u>SOURCE</u> | <u>WEIGHTING</u> |
| Factor 1: 2007 - 2011 U.S. Census- American Community Survey (ACS) - NY, NJ, CT, PA (4States) - Secretaries, and Administrative Assistants (5700); Word Processors and Typists (5820); and Office Administrative Support Workers, all other (5940), Office Clerks, General (5860). 1st ancestry and 50% 2nd ancestry for Italian Americans. | 1.0 |

| <u>Female</u> | <u>**Total Minority</u> | <u>Asian or Nat. Haw. or Other Pac. Isl.</u> | <u>Black or African American</u> | <u>Hispanic or Latino</u> | <u>Ital. Amer.</u> |
|---------------|-----------------------------|--|--|-------------------------------|------------------------|
| 89.9 | 26.5 | 3.7 | 11.6 | 9.8 | 16.7 |

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

UTILIZATION ANALYSIS WORKSHEET
Two Factor Availability

| |
|--|
| College: Kingsborough Community College |
| Semester/Year: FALL, 2016 |

| | | | | | | | |
|---|-----------|---|---|--|---|--|---|
| AFFIRMATIVE ACTION UNIT: CUNY OFFICE/SECRETARIAL ASSISTANT: | | | | | | | |
| EEO CATEGORY: Secretarial and Clerical | | Job Titles: CUNY Office/Secretarial Assistant (all levels) | | | | | |
| JOB GROUP: CUNY OFFICE/SECRETARIAL ASSISTANT | | | | | | | |
| FACTORS: | Weighting | Females | **Total Minority | Asian or Nat. Haw. or Other Pac. Isl. | Black or African American | Hispanic or Latino | Ital. Amer. |
| 1. % availability of Minorities/Females with requisite skills in immediate labor areas. | 1.00 | 89.9 | 26.5 | 3.7 | 11.6 | 9.8 | 16.7 |
| 2. % of Minorities/Females promotable, transferable, or trainable. | | | | | | | |
| GROUP TOTAL NO.: <u>57</u> No. Male: <u>7</u> No. Female: <u>50</u> | | Females | **Total Minority | Asian or Nat. Haw. or Other Pac. Isl. | Black or African American | Hispanic or Latino | Ital. Amer. |
| CURRENT UTILIZATION: | | # <u>50</u> % <u>87.7</u> | # <u>18</u> % <u>31.6</u> | # <u>2</u> % <u>3.5</u> | # <u>11</u> % <u>19.3</u> | # <u>4</u> % <u>7.0</u> | # <u>12</u> % <u>21.1</u> |
| OVERALL AVAILABILITY: | | % <u>89.9</u> | % <u>26.5</u> | % <u>3.7</u> | % <u>11.6</u> | % <u>9.8</u> | % <u>16.7</u> |
| UNDERUTILIZATION: | | % <u>2.2</u> # <u>1.24</u> UU <u>1</u> | % <u>NONE</u> # <u>0.00</u> UU <u>0</u> | % <u>0.2</u> # <u>0.11</u> UU <u>0</u> | % <u>NONE</u> # <u>0.00</u> UU <u>0</u> | % <u>2.8</u> # <u>1.59</u> UU <u>2</u> | % <u>NONE</u> # <u>0.00</u> UU <u>0</u> |

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

FALL, 2016

CAMPUS PEACE/SECURITY OFFICER LEVEL 1
Service/Maintenance

**CAMPUS PEACE/
SECURITY OFFICER LEVEL 1:**

Campus Peace/Security Officer Level 1
Campus Security Assistant

| | |
|---|------------------|
| <u>SOURCE</u> | <u>WEIGHTING</u> |
| Factor 1: 2007 - 2011 U.S. Census- American Community Survey (ACS) - Residence Geography, New York City (NYC) - Police and Sheriffs Patrol Officer (3850). 1st ancestry and 50% 2nd ancestry for Italian Americans. | 1.0 |

| <u>Female</u> | <u>**Total Minority</u> | <u>Asian or Nat. Haw. or Other Pac. Isl.</u> | <u>Black or African American</u> | <u>Hispanic or Latino</u> | <u>Ital. Amer.</u> |
|--------------------|-----------------------------|--|--|-------------------------------|------------------------|
| <u>28.4</u> | <u>66.7</u> | <u>7.1</u> | <u>28.1</u> | <u>29.3</u> | <u>12.2</u> |

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

UTILIZATION ANALYSIS WORKSHEET
Two Factor Availability

| |
|--|
| College: Kingsborough Community College |
| Semester/Year: FALL, 2016 |

| | | | | | | | |
|---|-----------|--|---|--|---|---|--|
| AFFIRMATIVE ACTION UNIT: CAMPUS PEACE/SECURITY OFFICER LEVEL 1 | | | | | | | |
| EEO CATEGORY: Service/Maintenance | | Job Titles: THAT APPLY TO COLLEGE Campus Peace/Security Officer Level 1 Campus Security Assistant | | | | | |
| JOB GROUP: CAMPUS PEACE/SECURITY OFFICER LEVEL 1 | | | | | | | |
| FACTORS: | Weighting | Females | **Total Minority | Asian or Nat. Haw. or Other Pac. Isl. | Black or African American | Hispanic or Latino | Ital. Amer. |
| 1. % availability of Minorities/Females with requisite skills in immediate labor areas. | 0.00 | 28.4 | 66.7 | 7.1 | 28.1 | 29.3 | 12.2 |
| 2. % of Minorities/Females promotable, transferable, or trainable. | | | | | | | |
| GROUP TOTAL NO.: <u>33</u> No. Male: <u>29</u> No. Female: <u>4</u> | | Females | **Total Minority | Asian or Nat. Haw. or Other Pac. Isl. | Black or African American | Hispanic or Latino | Ital. Amer. |
| CURRENT UTILIZATION: | | # <u>4</u> % <u>12.1</u> | # <u>26</u> % <u>78.8</u> | # <u>1</u> % <u>3.0</u> | # <u>20</u> % <u>60.6</u> | # <u>5</u> % <u>15.2</u> | # <u>1</u> % <u>3.0</u> |
| OVERALL AVAILABILITY: | | % <u>28.4</u> | % <u>66.7</u> | % <u>7.1</u> | % <u>28.1</u> | % <u>29.3</u> | % <u>12.2</u> |
| UNDERUTILIZATION: | | % <u>16.3</u> # <u>5.37</u> UU <u>5</u> | % <u>NONE</u> # <u>0.00</u> UU <u>0</u> | % <u>4.1</u> # <u>1.34</u> UU <u>1</u> | % <u>NONE</u> # <u>0.00</u> UU <u>0</u> | % <u>14.1</u> # <u>4.67</u> UU <u>5</u> | % <u>9.2</u> # <u>3.03</u> UU <u>3</u> |

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

FALL, 2016

CAMPUS PUBLIC SAFETY SERGEANT

formerly - Campus Peace/Security Officer Level 3
Service/Maintenance

CAMPUS PUBLIC SAFETY SERGEANT:

Campus Public Safety Sergeant

College Security Specialist

| <u>SOURCE</u> | <u>WEIGHTING</u> |
|--|------------------|
| Factor 1: N/A | 0.0 |
| Factor 2: CUNY Survey Spring 2011 - Permanent Campus Peace Officer Level 1 and 2s with years of service requirement. | 1.0 |

| <u>Female</u> | <u>**Total Minority</u> | <u>Asian or Nat. Haw. or Other Pac. Isl.</u> | <u>Black or African American</u> | <u>Hispanic or Latino</u> | <u>Ital. Amer.</u> |
|--------------------|-----------------------------|--|--|-------------------------------|------------------------|
| <u>23.7</u> | <u>87.6</u> | <u>7.4</u> | <u>55.8</u> | <u>24.1</u> | <u>1.3</u> |

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

UTILIZATION ANALYSIS WORKSHEET
Two Factor Availability

| |
|--|
| College: Kingsborough Community College |
| Semester/Year: FALL, 2016 |

| | | | | | | | |
|---|-----------|---|--|---|---|---|---|
| AFFIRMATIVE ACTION UNIT: CAMPUS PUBLIC SAFETY SERGEANT | | | | | | | |
| EEO CATEGORY: Service/Maintenance | | Job Titles: Campus Public Safety Sergeant College Security Specialist | | | | | |
| JOB GROUP: CAMPUS PUBLIC SAFETY SERGEANT | | | | | | | |
| FACTORS: | Weighting | Females | **Total Minority | Asian or Nat. Haw. or Other Pac. Isl. | Black or African American | Hispanic or Latino | Ital. Amer. |
| 1. % availability of Minorities/Females with requisite skills in immediate labor areas. | | | | | | | |
| 2. % of Minorities/Females promotable, transferable, or trainable. | 1.00 | 23.7 | 87.6 | 7.4 | 55.8 | 24.1 | 1.3 |
| GROUP TOTAL NO.: <u>12</u> No. Male: <u>7</u> No. Female: <u>5</u> | | Females | **Total Minority | Asian or Nat. Haw. or Other Pac. Isl. | Black or African American | Hispanic or Latino | Ital. Amer. |
| CURRENT UTILIZATION: | | # <u>5</u> % <u>41.7</u> | # <u>10</u> % <u>83.3</u> | # <u>1</u> % <u>8.3</u> | # <u>4</u> % <u>33.3</u> | # <u>5</u> % <u>41.7</u> | # <u>1</u> % <u>8.3</u> |
| OVERALL AVAILABILITY: | | % <u>23.7</u> | % <u>87.6</u> | % <u>7.4</u> | % <u>55.8</u> | % <u>24.1</u> | % <u>1.3</u> |
| UNDERUTILIZATION: | | % <u>NONE</u> # <u>0.00</u> UU <u>0</u> | % <u>4.3</u> # <u>0.51</u> UU <u>1</u> | % <u>NONE</u> # <u>0.00</u> UU <u>0</u> | % <u>22.5</u> # <u>2.70</u> UU <u>3</u> | % <u>NONE</u> # <u>0.00</u> UU <u>0</u> | % <u>NONE</u> # <u>0.00</u> UU <u>0</u> |

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

FALL, 2016

CUSTODIAL ASSISTANT

Service/Maintenance

CUSTODIAL ASSISTANT:

Custodial Assistant

| <u>SOURCE</u> | <u>WEIGHTING</u> |
|---|------------------|
| Factor 1: 2007 - 2011 U.S. Census- American Community Survey (ACS) - NY, NJ, CT, PA (4States) - "Janitors and Building Cleaners" (4220). 1st ancestry and 50% 2nd ancestry for Italian Americans. | 1.0 |

| <u>Female</u> | <u>Total Minority</u> | <u>Asian or Nat. Haw. or Other Pac. Isl.</u> | <u>Black or African American</u> | <u>Hispanic or Latino</u> | <u>Ital. Amer.</u> |
|--------------------|---------------------------|--|--|-------------------------------|------------------------|
| <u>27.3</u> | <u>48.9</u> | <u>2.8</u> | <u>15.6</u> | <u>28.8</u> | <u>8.4</u> |

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

UTILIZATION ANALYSIS WORKSHEET
Two Factor Availability

| |
|--|
| College: Kingsborough Community College |
| Semester/Year: FALL, 2016 |

| | | | | | | | |
|---|-----------|--|---|---|---|---|--|
| AFFIRMATIVE ACTION UNIT: CUSTODIAL ASSISTANT | | | | | | | |
| EEO CATEGORY: Service/Maintenance | | Job Titles: Custodial Assistant | | | | | |
| JOB GROUP: CUSTODIAL ASSISTANT | | | | | | | |
| FACTORS: | Weighting | Females | **Total Minority | Asian or Nat. Haw. or Other Pac. Isl. | Black or African American | Hispanic or Latino | Ital. Amer. |
| 1. % availability of Minorities/Females with requisite skills in immediate labor areas. | 1.00 | 27.3 | 48.9 | 2.8 | 15.6 | 28.8 | 8.4 |
| 2. % of Minorities/Females promotable, transferable, or trainable. | | | | | | | |
| GROUP TOTAL NO.: <u>64</u> No. Male: <u>48</u> No. Female: <u>16</u> | | Females | **Total Minority | Asian or Nat. Haw. or Other Pac. Isl. | Black or African American | Hispanic or Latino | Ital. Amer. |
| CURRENT UTILIZATION: | | # <u>16</u> % <u>25.0</u> | # <u>55</u> % <u>85.9</u> | # <u>6</u> % <u>9.4</u> | # <u>37</u> % <u>57.8</u> | # <u>12</u> % <u>18.8</u> | # <u>1</u> % <u>1.6</u> |
| OVERALL AVAILABILITY: | | % <u>27.3</u> | % <u>48.9</u> | % <u>2.8</u> | % <u>15.6</u> | % <u>28.8</u> | % <u>8.4</u> |
| UNDERUTILIZATION: | | % <u>2.3</u> # <u>1.47</u> UU <u>2</u> | % <u>NONE</u> # <u>0.00</u> UU <u>0</u> | % <u>NONE</u> # <u>0.00</u> UU <u>0</u> | % <u>NONE</u> # <u>0.00</u> UU <u>0</u> | % <u>10.1</u> # <u>6.43</u> UU <u>6</u> | % <u>6.8</u> # <u>4.38</u> UU <u>4</u> |

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

FALL, 2016

CUSTODIAL SUPERVISORY

Service/Maintenance

SENIOR CUSTODIAL SUPERVISOR:

Custodial Assistant Principal Supervisor
 Custodial Senior Supervisor
 Custodial Supervisor

| | |
|--|------------------|
| <u>SOURCE</u> | <u>WEIGHTING</u> |
| Factor 1: 2007 - 2011 U.S. Census- American Community Survey (ACS) - NY, NJ, CT, PA (4States) - "First Line Supervisors/Managers of Housekeeping/Janitorial Workers (4200). 1st ancestry and 50% 2nd ancestry for Italian Americans. | 1.0 |

| <u>Female</u> | <u>**Total Minority</u> | <u>Asian or Nat. Haw. or Other Pac. Isl.</u> | <u>Black or African American</u> | <u>Hispanic or Latino</u> | <u>Ital. Amer.</u> |
|--------------------|-----------------------------|--|--|-------------------------------|------------------------|
| <u>29.0</u> | <u>40.0</u> | <u>2.4</u> | <u>13.8</u> | <u>22.1</u> | <u>11.8</u> |

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

UTILIZATION ANALYSIS WORKSHEET
Two Factor Availability

| |
|--|
| College: Kingsborough Community College |
| Semester/Year: FALL, 2016 |

| | | | | | | | |
|---|-----------|--|---|--|---|---|---|
| AFFIRMATIVE ACTION UNIT: CUSTODIAL SUPERVISORY | | | | | | | |
| EEO CATEGORY: Service/Maintenance | | Job Titles: Custodial Assistant Principal Supervisor Custodial Senior Supervisor Custodial Supervisor | | | | | |
| JOB GROUP: CUSTODIAL SUPERVISORY | | | | | | | |
| FACTORS: 1. % availability of Minorities/Females with requisite skills in immediate labor areas. | Weighting | Females | **Total Minority | Asian or Nat. Haw. or Other Pac. Isl. | Black or African American | Hispanic or Latino | Ital. Amer. |
| | 1.00 | 29.0 | 40.0 | 2.4 | 13.8 | 22.1 | 11.8 |
| 2. % of Minorities/Females promotable, transferable, or trainable. | | | | | | | |
| GROUP TOTAL NO.: <u>7</u> No. Male: <u>5</u> No. Female: <u>2</u> | | | | | | | |
| | | Females | **Total Minority | Asian or Nat. Haw. or Other Pac. Isl. | Black or African American | Hispanic or Latino | Ital. Amer. |
| CURRENT UTILIZATION: | | # <u>2</u> % <u>28.6</u> | # <u>7</u> % <u>100.0</u> | # <u>0</u> % <u>0.0</u> | # <u>4</u> % <u>57.1</u> | # <u>3</u> % <u>42.9</u> | # <u>0</u> % <u>0.0</u> |
| OVERALL AVAILABILITY: | | % <u>29.0</u> | % <u>40.0</u> | % <u>2.4</u> | % <u>13.8</u> | % <u>22.1</u> | % <u>11.8</u> |
| UNDERUTILIZATION: | | % <u>0.4</u> # <u>0.03</u> UU <u>0</u> | % <u>NONE</u> # <u>0.00</u> UU <u>0</u> | % <u>2.4</u> # <u>0.17</u> UU <u>0</u> | % <u>NONE</u> # <u>0.00</u> UU <u>0</u> | % <u>NONE</u> # <u>0.00</u> UU <u>0</u> | % <u>11.8</u> # <u>0.83</u> UU <u>1</u> |

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

FALL, 2016

MEDIA SERVICES / PRINT SHOP TITLES

Technical/Paraprofessional

**MEDIA SERVICES/
PRINT SHOP TITLES**

Print Shop Coordinator

Print Shop Associate
Print Shop Assistant
Graphic Designer

| | |
|---|------------------|
| <u>SOURCE</u> | <u>WEIGHTING</u> |
| Factor 1: 2007 - 2011 U.S. Census- American Community Survey (ACS) - NY, NJ, CT, PA (4States) - "Miscellaneous Media & Communication Workers (2860) and Printing Machine Operators (8255). 1st ancestry and 50% 2nd ancestry for Italian Americans. | 1.0 |

| | | | | | |
|--------------------|---------------------------|--|--|-------------------------------|------------------------|
| <u>Female</u> | <u>Total Minority</u> | <u>Asian or Nat. Haw. or Other Pac. Isl.</u> | <u>Black or African American</u> | <u>Hispanic or Latino</u> | <u>Ital. Amer.</u> |
| <u>28.9</u> | <u>33.9</u> | <u>6.5</u> | <u>9.0</u> | <u>16.6</u> | <u>10.4</u> |

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

UTILIZATION ANALYSIS WORKSHEET
Two Factor Availability

| |
|--|
| College: Kingsborough Community College |
| Semester/Year: FALL, 2016 |

| | | | | | | | |
|---|-----------|---|---|--|---|---|---|
| AFFIRMATIVE ACTION UNIT: MEDIA SERVICES / PRINT SHOP TITLES | | | | | | | |
| EEO CATEGORY: Technical/Paraprofessional | | Job Titles: Print Shop Coordinator Print Shop Associate Print Shop Assistant Graphic Designer | | | | | |
| JOB GROUP: MEDIA SERVICES / PRINT SHOP TITLES | | | | | | | |
| FACTORS: | Weighting | Females | **Total Minority | Asian or Nat. Haw. or Other Pac. Isl. | Black or African American | Hispanic or Latino | Ital. Amer. |
| 1. % availability of Minorities/Females with requisite skills in immediate labor areas. | 1.00 | 28.9 | 33.9 | 6.5 | 9.0 | 16.6 | 10.4 |
| 2. % of Minorities/Females promotable, transferable, or trainable. | | | | | | | |
| GROUP TOTAL NO.: <u>8</u> No. Male: <u>7</u> No. Female: <u>1</u> | | Females | **Total Minority | Asian or Nat. Haw. or Other Pac. Isl. | Black or African American | Hispanic or Latino | Ital. Amer. |
| CURRENT UTILIZATION: | | # <u>1</u> % <u>12.5</u> | # <u>5</u> % <u>62.5</u> | # <u>0</u> % <u>0.0</u> | # <u>3</u> % <u>37.5</u> | # <u>2</u> % <u>25.0</u> | # <u>1</u> % <u>12.5</u> |
| OVERALL AVAILABILITY: | | % <u>28.9</u> | % <u>33.9</u> | % <u>6.5</u> | % <u>9.0</u> | % <u>16.6</u> | % <u>10.4</u> |
| UNDERUTILIZATION: | | % <u>16.4</u> # <u>1.31</u> UU <u>1</u> | % <u>NONE</u> # <u>0.00</u> UU <u>0</u> | % <u>6.5</u> # <u>0.52</u> UU <u>1</u> | % <u>NONE</u> # <u>0.00</u> UU <u>0</u> | % <u>NONE</u> # <u>0.00</u> UU <u>0</u> | % <u>NONE</u> # <u>0.00</u> UU <u>0</u> |

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

FALL, 2016

MAIL / MESSAGE SERVICES WORKER

Secretarial/Clerical

MAIL / MESSAGE SERVICES WORKER

Mail/Message Services Worker

| <u>SOURCE</u> | <u>WEIGHTING</u> |
|--|------------------|
| Factor 1: 2007 - 2011 U.S. Census- American Community Survey (ACS) - NY, NJ, CT, PA (4States) - Mail Clerks/Mail Machine Operators, Except Postal Service (5850). 1st ancestry and 50% 2nd ancestry for Italian Americans. | 1.0 |

| <u>Female</u> | <u>**Total Minority</u> | <u>Asian or Nat. Haw. or Other Pac. Isl.</u> | <u>Black or African American</u> | <u>Hispanic or Latino</u> | <u>Ital. Amer.</u> |
|---------------|-------------------------|--|----------------------------------|---------------------------|--------------------|
| 41.5 | 42.7 | 4.9 | 19.2 | 16.9 | 11.6 |

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

UTILIZATION ANALYSIS WORKSHEET
Two Factor Availability

| |
|--|
| College: Kingsborough Community College |
| Semester/Year: FALL, 2016 |

| | | | | | | | |
|---|-----------|--|--|---|---|---|---|
| AFFIRMATIVE ACTION UNIT: MAIL / MESSAGE SERVICES WORKER | | | | | | | |
| EEO CATEGORY: Secretarial/Clerical | | Job Titles: Mail/Message Services Worker | | | | | |
| JOB GROUP: MAIL / MESSAGE SERVICES WORKER | | | | | | | |
| FACTORS: | Weighting | Females | **Total Minority | Asian or Nat. Haw. or Other Pac. Isl. | Black or African American | Hispanic or Latino | Ital. Amer. |
| 1. % availability of Minorities/Females with requisite skills in immediate labor areas. | 1.00 | 41.5 | 42.7 | 4.9 | 19.2 | 16.9 | 11.6 |
| 2. % of Minorities/Females promotable, transferable, or trainable. | | | | | | | |
| GROUP TOTAL NO.: <u>5</u> No. Male: <u>3</u> No. Female: <u>2</u> | | Females | **Total Minority | Asian or Nat. Haw. or Other Pac. Isl. | Black or African American | Hispanic or Latino | Ital. Amer. |
| CURRENT UTILIZATION: | | # <u>2</u> % <u>40.0</u> | # <u>2</u> % <u>40.0</u> | # <u>1</u> % <u>20.0</u> | # <u>1</u> % <u>20.0</u> | # <u>0</u> % <u>0.0</u> | # <u>2</u> % <u>40.0</u> |
| OVERALL AVAILABILITY: | | % <u>41.5</u> | % <u>42.7</u> | % <u>4.9</u> | % <u>19.2</u> | % <u>16.9</u> | % <u>11.6</u> |
| UNDERUTILIZATION: | | % <u>1.5</u> # <u>0.08</u> UU <u>0</u> | % <u>2.7</u> # <u>0.14</u> UU <u>0</u> | % <u>NONE</u> # <u>0.00</u> UU <u>0</u> | % <u>NONE</u> # <u>0.00</u> UU <u>0</u> | % <u>16.9</u> # <u>0.85</u> UU <u>1</u> | % <u>NONE</u> # <u>0.00</u> UU <u>0</u> |

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

FALL, 2016

SKILLED TRADES/CRAFTS

Skilled Crafts - Service/Maintenance

SKILLED TRADES/CRAFTS:

| | | |
|----------------------------|---------------------|---------------------|
| Motor Vehicle Mechanic | Maintenance Worker | Stationary Engineer |
| Carpenter | Oiler | |
| | Painter | |
| Laborer | Plumber | |
| Electrician | | |
| Electrician Helper | Thermostat Repairer | |
| High Pressure Plant Tender | | |
| Locksmith | | |

SOURCE

Weighting

Factor 1: 2007 - 2011 U.S. Census- American Community Survey (ACS) - NY, NJ, CT, PA (4States) - 1.0
 "Stationary Engineer & Boiler Operator" (8610), "Carpenters" (6230), "Electricians" (6355), "Painters, Construction Maintenance" (6420), "Pipelayers, Plumbers, Pipefitters" (6440), "Machinist" (8030), "Construction Manager" (220), Automotive Service Technicians & Mechanics" (7200), "Elevator Installer & Repairer" (6700), "Roofer" (6515), "Cement Mason, Concrete Finishers & Terrazzo Worker" (6250), "Locksmith and Safe Repairers" (7540), "Plasters and Stucco Mason" (6460), "Construction Laborers" (6260), "Maintenance and Repairer Workers, General" (7340), and "Maintenance Workers, Machinery" (7350). 1st ancestry and 50% 2nd ancestry for Italian Americans.

| <u>Female</u> | <u>**Total Minority</u> | <u>Asian or Nat. Haw. or Other Pac. Isl.</u> | <u>Black or African American</u> | <u>Hispanic or Latino</u> | <u>Ital. Amer.</u> |
|---------------|-------------------------|--|----------------------------------|---------------------------|--------------------|
| 2.5 | 29.7 | 2.6 | 7.0 | 18.7 | 13.7 |

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

E. UNDERUTILIZATION SUMMARY FOR PROFESSORIAL JOB GROUPS

The attached table provides additional detail on underutilization in the Professorial job groups.

Figure: Underutilization Summary 1

Fall 2016 Underutilization Summary: Results of Utilization Analysis by Affirmative Action Unit
Comparison of Incumbents to Availability Data (Professorial* Only)

COLLEGE: Kingsborough Community College Total # Professoriate: 258

| Departments/ Affirmative Action Unit (AAU) with Underutilization (UU) | Total Incumbents in AAU | PART A: | | | | | | | | | | | | | | |
|---|-------------------------------|-----------|------------------------------|---------------------------|------------------|------------------------------|---------------------------|--------|------------------------------|---------------------------|-------------------------|------------------------------|---------------------------|-------------------------|------------------------------|---------------------------|
| | | FEMALES | | | Total Minorities | | | Blacks | | | Hispanics / Latinos(as) | | | Asian/Pacific Islanders | | |
| | | #UU | % Overall Availability | NR (No Representation) | #UU | % Overall Availability | NR (No Representation) | #UU | % Overall Availability | NR (No Representation) | #UU | % Overall Availability | NR (No Representation) | #UU | % Overall Availability | NR (No Representation) |
| 1 Biological and Biomedical Sciences | 23 | | | | | | | | | | | | | | | |
| 2 Business, Management, Marketing, Support Services | 20 | | | | 3 | 35.5% | | 3 | 20.1% | | | | 1 | 9.7% | | |
| 3 Communication, Journalism, and Related Programs | 11 | 2 | 58.2% | | | | | | | | | | | | | |
| 4 English and English Literature/Letters | 47 | | | | | | | | | 2 | 5.5% | | | | | |
| 5 Foreign Languages | 5 | 1 | 61.0% | | | | | | | | | | | | | NR |
| 6 Health Professions and Related Programs | 26 | 3 | 75.0% | | | | | | | | | | | | | |
| 7 Library Science | 11 | | | | | | | | NR | | | | | | | |
| 8 Mathematics and Statistics | 22 | | | | | | 1 | 2.7% | NR | | | | | | | |
| 9 Parks, Recreation, Leisure and Fitness Studies | 6 | 1 | 43.8% | | | | | | | | | | | | | NR |
| 10 Physical Sciences | 15 | 2 | 33.4% | | | | | | | 1 | 4.8% | NR | | | | |
| 11 Social Sciences | 58 | 1 | 50.9% | | | | | | | 2 | 6.9% | | 3 | 7.3% | | |
| 12 Visual and Performing Arts | 14 | | | | | | | | NR | | | | 1 | 7.7% | | NR |
| 13 | | | | | | | | | | | | | | | | |
| 14 | | | | | | | | | | | | | | | | |
| 15 | | | | | | | | | | | | | | | | |
| 16 | | | | | | | | | | | | | | | | |
| 17 | | | | | | | | | | | | | | | | |
| 18 | | | | | | | | | | | | | | | | |
| 19 | | | | | | | | | | | | | | | | |
| TOTAL | | 10 | | | 3 | | 4 | | 5 | | | | 5 | | | |

*Professorial = Einstein Professor, Distinguished Professor, Professor, Associate Professor, and Assistant Professor (including all EOCTitles as appropriate)

| PART B: | |
|-----------------|--------------------|
| # of UU AAUs | Total # of AAUs |
| 27 | 12 |

| PART C: | | | |
|-------------------|-----|------------------------------|------------------------------|
| ITALIAN AMERICANS | | | |
| TOTAL | #UU | % Overall Availability | NR (No Representation) |
| Professorial | 35 | 0 | 5.5% |

F. PERSONNEL ACTIVITY TABLE (EMPLOYEE AND APPLICANT DATA)

Personnel Activity Table-Employee 1

2016 PERSONNEL ACTIVITY TABLE (page 1 of 2)

COLLEGE: Kingsborough Community College

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

| | TOTAL**** | | | BLACK OR AFRICAN AM. | | HISPANIC OR LATINO | | ASIAN OR NAT. HAW. OR OTHER PAC. ISL. | | AMER. IND./ALASK. NAT. | | TWO OR MORE RACES | | TOTAL MINORITY** | | | WHITE (Including Ital. Am.) | | ITALIAN-AMERICAN | | UNKNOWN* | | TOTAL NON-MINORITY** | | | | |
|----------------------------------|-----------|--------|-------|----------------------|--------|--------------------|--------|---------------------------------------|--------|------------------------|--------|-------------------|--------|------------------|--------|-------|-----------------------------|--------|------------------|--------|----------|--------|----------------------|------|--------|-------|--|
| | MALE | FEMALE | TOTAL | MALE | FEMALE | MALE | FEMALE | MALE | FEMALE | MALE | FEMALE | MALE | FEMALE | MALE | FEMALE | TOTAL | MALE | FEMALE | MALE | FEMALE | MALE | FEMALE | TOTAL | MALE | FEMALE | TOTAL | |
| EXEC/ADMIN/MANAGERIAL | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| New Hires | 6 | 9 | 15 | 2 | 3 | 2 | 2 | | 1 | | | | | 5 | 6 | 11 | 1 | 3 | | | | | 1 | 3 | 4 | | |
| Terminations | 5 | 7 | 12 | 1 | 3 | 1 | 2 | | | | | 1 | | 2 | 5 | 7 | 2 | 2 | | | | | 2 | 3 | 4 | | |
| Upgrades | 3 | 9 | 12 | | 3 | | 1 | | 1 | | | | | 1 | 4 | 5 | 2 | 5 | | | | | 2 | 5 | 7 | | |
| Transfers | 0 | 0 | 0 | | | | | | | | | | | 0 | 0 | 0 | | | | | | | 0 | 0 | 0 | | |
| FACILITY | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| New Hires | 24 | 36 | 62 | 4 | 7 | 5 | 1 | 3 | 3 | | | | | 12 | 11 | 23 | 10 | 25 | 2 | 0 | | | 12 | 27 | 39 | | |
| Terminations | 18 | 37 | 55 | 8 | 8 | 8 | 0 | 2 | 8 | | | 1 | | 8 | 13 | 21 | 8 | 22 | 0 | 0 | | | 10 | 34 | 44 | | |
| Upgrades | 12 | 16 | 28 | 1 | 2 | 1 | 1 | 2 | 1 | | | | | 4 | 4 | 8 | 4 | 9 | 4 | 2 | | | 8 | 12 | 20 | | |
| Transfers | 0 | 0 | 0 | | | | | | | | | | | 0 | 0 | 0 | | | | | | | 0 | 0 | 0 | | |
| PROFESSIONAL/NON FACILITY | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| New Hires | 7 | 16 | 23 | 1 | 7 | 0 | 0 | 1 | 1 | | | | 1 | 5 | 11 | 16 | 1 | 5 | 1 | | | | 2 | 5 | 7 | | |
| Terminations | 2 | 12 | 14 | 1 | 4 | | 0 | 1 | 1 | | | 1 | 1 | 2 | 9 | 11 | | 0 | | | | | 0 | 3 | 3 | | |
| Upgrades | 1 | 0 | 1 | | | 1 | | | | | | | | 1 | 0 | 1 | | | | | | | 0 | 0 | 0 | | |
| Transfers | 0 | 0 | 0 | | | | | | | | | | | 0 | 0 | 0 | | | | | | | 0 | 0 | 0 | | |
| SECRETARIAL/CLERICAL | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| New Hires | 1 | 2 | 3 | | | | | | | | | | | 0 | 0 | 0 | 1 | 1 | 1 | 1 | | | 1 | 2 | 3 | | |
| Terminations | 1 | 4 | 5 | | 1 | | | | | | | | | 0 | 1 | 1 | 1 | 2 | 1 | | | | 1 | 3 | 4 | | |
| Upgrades | 0 | 0 | 0 | | | | | | | | | | | 0 | 0 | 0 | | | | | | | 0 | 0 | 0 | | |
| Transfers | 0 | 0 | 0 | | | | | | | | | | | 0 | 0 | 0 | | | | | | | 0 | 0 | 0 | | |
| TECHNICAL/PROFESSIONAL | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| New Hires | 5 | 5 | 10 | | 1 | 1 | 1 | 1 | | | | | | 2 | 2 | 4 | 2 | 2 | 1 | | | | 3 | 3 | 6 | | |
| Terminations | 4 | 0 | 4 | 1 | | 2 | | | | | | | | 3 | 0 | 3 | 1 | | | | | | 1 | 0 | 1 | | |
| Upgrades | 0 | 0 | 0 | | | | | | | | | | | 0 | 0 | 0 | | | | | | | 0 | 0 | 0 | | |
| Transfers | 0 | 0 | 0 | | | | | | | | | | | 0 | 0 | 0 | | | | | | | 0 | 0 | 0 | | |
| SKILLED TRADES | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| New Hires | 2 | 0 | 2 | | | | | | | | | | | 0 | 0 | 0 | 2 | | | | | | 2 | 0 | 2 | | |
| Terminations | 1 | 0 | 1 | | 1 | | | | | | | | | 1 | 0 | 1 | | | | | | | 0 | 0 | 0 | | |
| Upgrades | 1 | 0 | 1 | | 1 | | | | | | | | | 1 | 0 | 1 | | | | | | | 0 | 0 | 0 | | |
| Transfers | 0 | 0 | 0 | | | | | | | | | | | 0 | 0 | 0 | | | | | | | 0 | 0 | 0 | | |
| SERVICE MAINTENANCE | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| New Hires | 10 | 3 | 13 | 0 | 2 | 1 | | | | | | | | 10 | 2 | 12 | | 1 | | | | | 0 | 1 | 1 | | |
| Terminations | 14 | 7 | 21 | 7 | 4 | 1 | 1 | 1 | | | | | | 9 | 5 | 14 | 5 | 2 | | | | | 5 | 2 | 7 | | |
| Upgrades | 1 | 2 | 3 | | 2 | | | | | | | | | 1 | 2 | 3 | | | | | | | 0 | 0 | 0 | | |
| Transfers | 0 | 0 | 0 | | | | | | | | | | | 0 | 0 | 0 | | | | | | | 0 | 0 | 0 | | |
| TOTAL | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| New Hires | 55 | 73 | 128 | 16 | 20 | 13 | 7 | 5 | 4 | 0 | 0 | 0 | 1 | 34 | 32 | 66 | 16 | 38 | 5 | 3 | 0 | 0 | 21 | 41 | 62 | | |
| Terminations | 45 | 67 | 112 | 14 | 20 | 7 | 7 | 3 | 4 | 0 | 0 | 2 | 2 | 26 | 33 | 59 | 17 | 31 | 2 | 3 | 0 | 0 | 19 | 34 | 53 | | |
| Upgrades | 18 | 27 | 45 | 2 | 7 | 2 | 2 | 4 | 1 | 0 | 0 | 0 | 0 | 8 | 10 | 18 | 6 | 14 | 4 | 3 | 0 | 0 | 10 | 17 | 27 | | |
| Transfers | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | |

*Unknowns are subtracted from all totals. **Total Minority is the sum of Black or African Am., Hispanic or Latino, Asian or Nat. Haw. or Other Pacific Islander, American Indian/Alaska Native and Two or More Races.
 Total Non-Minority is equal to White including Italian American. *TOTAL is the sum of Total Minority and Total Non-Minority.

Personnel Activity Table-Candidates 1

2016 APPLICANT DATA - RECRUITMENT DOCUMENTATION (page 2 of 2) Period Covered: 7/1/2015 - 6/30/2016

COLLEGE: **Kaplan Community College**

| | TOTAL*** | | | BLACK OR AFRICAN AM. | | | HISPANIC OR LATINO | | | ASIAN OR NAT. BORN OR OF BIR. OR. IN. | | | AMER. IND./ ALASK. NAT. | | | TWO OR MORE RACES | | | TOTAL MINORITY** | | | WHITE (except Italian Am.) | | | ITALIAN AMERICAN | | | UNKNOWNS* | | | TOTAL NON-MINORITY*** | | | | | | | |
|---------------------------------|----------|--------|------|----------------------|--------|------|--------------------|--------|------|---------------------------------------|--------|------|-------------------------|--------|------|-------------------|--------|------|------------------|--------|------|----------------------------|--------|------|------------------|--------|------|-----------|--------|------|-----------------------|-----|-----|------|------|------|------|---|
| | MALE | FEMALE | UNK. | MALE | FEMALE | UNK. | MALE | FEMALE | UNK. | MALE | FEMALE | UNK. | MALE | FEMALE | UNK. | MALE | FEMALE | UNK. | MALE | FEMALE | UNK. | MALE | FEMALE | UNK. | MALE | FEMALE | UNK. | MALE | FEMALE | UNK. | | | | | | | | |
| EXEC/ADMIN/MANAGERIAL | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Applicants @ | 525 | 855 | 0 | 110 | 164 | 242 | 70 | 111 | 0 | 41 | 58 | 12 | 12 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 299 | 421 | 0 | 71 | 112 | 205 | 23 | 20 | 0 | 45 | 88 | 0 | 238 | 314 | 0 | 469 | | |
| Interviews | 35 | 37 | 0 | 8 | 8 | 17 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 25 | 27 | 0 | 4 | 11 | 7 | 1 | 3 | 0 | 8 | 7 | 0 | 12 | 10 | 0 | 22 | | |
| Offers | 5 | 8 | 0 | 1 | 2 | 3 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 4 | 6 | 0 | 0 | 1 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 2 | 0 | 3 | | |
| TOTAL WORKFORCE EO Req | 50 | 75 | 0 | 129 | 15 | 20 | 0 | 11 | 18 | 0 | 4 | 4 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 27 | 43 | 0 | 0 | 13 | 22 | 0 | 0 | 0 | 0 | 0 | 0 | 25 | 26 | 0 | 59 | | |
| SECURITY | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Applicants @ | 386 | 238 | 0 | 624 | 64 | 74 | 34 | 19 | 0 | 106 | 38 | 3 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 207 | 133 | 0 | 138 | 173 | 302 | 6 | 5 | 0 | 28 | 26 | 0 | 179 | 107 | 0 | 286 | | |
| Interviews | 15 | 18 | 0 | 32 | 3 | 6 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 7 | 8 | 0 | 15 | 5 | 10 | 1 | 1 | 0 | 16 | 14 | 0 | 8 | 11 | 0 | 17 | | |
| Offers | 11 | 15 | 0 | 26 | 2 | 4 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 6 | 8 | 0 | 12 | 4 | 8 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 5 | 9 | 0 | 14 | |
| TOTAL WORKFORCE EO Req | 161 | 195 | 0 | 316 | 19 | 20 | 0 | 18 | 13 | 0 | 13 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 54 | 58 | 0 | 814 | 86 | 134 | 21 | 21 | 0 | 0 | 0 | 0 | 107 | 115 | 0 | 212 | | |
| PROFESSIONAL/NON FACULTY | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Applicants @ | 1019 | 2594 | 0 | 3128 | 349 | 3059 | 163 | 426 | 0 | 114 | 289 | 14 | 30 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 658 | 1736 | 0 | 2426 | 325 | 878 | 44 | 25 | 0 | 89 | 242 | 0 | 269 | 723 | 0 | 1102 | | |
| Interviews | 28 | 36 | 0 | 64 | 11 | 28 | 7 | 6 | 0 | 4 | 3 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 22 | 28 | 0 | 60 | 9 | 16 | 1 | 2 | 0 | 6 | 15 | 0 | 6 | 18 | 0 | 24 | |
| Offers | 7 | 15 | 0 | 22 | 3 | 7 | 0 | 1 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 5 | 9 | 0 | 14 | 1 | 6 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 2 | 6 | 0 | 8 |
| TOTAL WORKFORCE EO Req | 55 | 105 | 0 | 160 | 14 | 39 | 0 | 11 | 11 | 0 | 10 | 5 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 1 | 0 | 91 | 15 | 48 | 5 | 8 | 0 | 0 | 0 | 0 | 20 | 49 | 0 | 69 | | |
| SECRETARIAL/CERICAL | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Applicants @ | 2 | 3 | 0 | 5 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 2 | 1 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| Interviews | 2 | 3 | 0 | 5 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 2 | 1 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| Offers | 3 | 2 | 0 | 5 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 1 | 1 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| TOTAL WORKFORCE EO Req | 10 | 67 | 0 | 77 | 2 | 11 | 0 | 1 | 3 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 6 | 15 | 0 | 25 | 38 | 4 | 14 | 0 | 0 | 0 | 0 | 0 | 4 | 52 | 0 | 56 | |
| TECHNICAL/PROFESSIONAL | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Applicants @ | 1993 | 203 | 0 | 1206 | 282 | 177 | 214 | 21 | 0 | 186 | 38 | 32 | 3 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 799 | 252 | 0 | 945 | 244 | 50 | 18 | 1 | 0 | 104 | 10 | 0 | 269 | 51 | 0 | 319 | | |
| Interviews | 15 | 17 | 0 | 32 | 2 | 3 | 7 | 6 | 0 | 4 | 3 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 9 | 18 | 0 | 22 | 5 | 4 | 1 | 2 | 0 | 6 | 2 | 0 | 6 | 18 | 0 | 24 | | |
| Offers | 4 | 5 | 0 | 9 | 0 | 1 | 0 | 1 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 2 | 0 | 3 | 2 | 3 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| TOTAL WORKFORCE EO Req | 30 | 31 | 0 | 61 | 5 | 6 | 0 | 6 | 6 | 1 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 11 | 25 | 0 | 26 | 15 | 12 | 4 | 9 | 0 | 0 | 0 | 0 | 19 | 16 | 0 | 35 | |
| SKILLED TRADES | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Applicants @ | 10 | 1 | 0 | 11 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 10 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| Interviews | 10 | 1 | 0 | 11 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 10 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| Offers | 3 | 0 | 0 | 3 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 3 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| TOTAL WORKFORCE EO Req | 35 | 0 | 0 | 35 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | |
| MAINTENANCE | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Applicants @ | 107 | 179 | 0 | 477 | 287 | 326 | 140 | 38 | 0 | 50 | 12 | 13 | 5 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 429 | 161 | 0 | 776 | 85 | 9 | 7 | 0 | 27 | 17 | 0 | 82 | 9 | 0 | 301 | | | |
| Interviews | 53 | 20 | 0 | 73 | 28 | 22 | 7 | 2 | 0 | 14 | 4 | 2 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 16 | 19 | 0 | 20 | 7 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | |
| Offers | 10 | 8 | 0 | 18 | 8 | 12 | 1 | 1 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 10 | 12 | 0 | 12 | 1 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | |
| TOTAL WORKFORCE EO Req | 116 | 29 | 0 | 147 | 42 | 35 | 0 | 24 | 2 | 0 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 44 | 27 | 0 | 424 | 17 | 8 | 7 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | | |
| TOTAL | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Applicants @ | 3782 | 3778 | 0 | 2381 | 1246 | 1238 | 0 | 626 | 628 | 0 | 530 | 401 | 0 | 77 | 54 | 0 | 0 | 0 | 0 | 0 | 2556 | 2041 | 0 | 5286 | 3030 | 1047 | 0 | 37 | 93 | 0 | 299 | 413 | 0 | 1147 | 1138 | 0 | 2285 | |
| Interviews | 152 | 153 | 0 | 305 | 52 | 72 | 0 | 28 | 38 | 0 | 26 | 11 | 0 | 2 | 1 | 0 | 0 | 0 | 0 | 0 | 108 | 305 | 0 | 213 | 39 | 14 | 0 | 5 | 7 | 0 | 10 | 12 | 0 | 14 | 48 | 0 | 92 | |
| Offers | 40 | 48 | 0 | 88 | 14 | 17 | 0 | 8 | 4 | 0 | 4 | 3 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 26 | 26 | 0 | 51 | 30 | 22 | 0 | 4 | 3 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | |
| TOTAL WORKFORCE EO Req | 410 | 306 | 0 | 516 | 117 | 118 | 0 | 73 | 65 | 0 | 39 | 25 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 212 | 206 | 0 | 438 | 147 | 252 | 0 | 53 | 18 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | |

NON-MINORITY: *Unknowns are subtracted from all totals. **Total Non-Minority is equal to White including Italian American. ***TOTAL is the sum of Black or African Am., Hispanic or Latino, Asian or Pac. Is., or Other Pacific Is., American Indian/Alaska Native and Two or More Races. @ APPLICANTS are those who apply and meet the minimum qualifications for a specific position.

G. IMPACT RATIO ANALYSIS

The Impact Ratio Worksheets identify recruitment, selection, and employment activities where the potential for Adverse Impact exists.

Impact Ratio Analysis 1

IMPACT ANALYSIS WORKSHEETS

COLLEGE NAME: **Kingsborough Community College**
FEMALES AND MINORITIES

HIRES ANALYSIS

Kingsborough Community College

PART A

November 14, 2016

| JOB AREAS/ CATEGORY | MINORITY | | | | | | FEMALE | | | | | | PERCENTAGE OF HIRES | | | |
|---------------------------|-------------|-----------|-------------|-----------|-------------|------------|-------------|-----------|-------------|-----------|-------------|------------|---------------------|----------------|-----------------|-------------------|
| | NON MIN | | MIN | | TOTAL | | MALE | | FEMALE | | TOTAL | | % of non-min hires | % of min hires | % of male hires | % of female hires |
| | APPL | HIRES | APPL | HIRES | APPL | HIRES | APPL | HIRES | APPL | HIRES | APPL | HIRES | | | | |
| TOTAL | 2285 | 62 | 5196 | 66 | 7481 | 128 | 3702 | 55 | 3779 | 73 | 7481 | 128 | 2.7% | 1.3% | 1.5% | 1.9% |
| 1 Exec./Adm./Mgrtl | 469 | 4 | 711 | 11 | 1180 | 15 | 525 | 6 | 655 | 9 | 1180 | 15 | 0.8% | 1.5% | 1.1% | 1.4% |
| 2 Faculty | 286 | 39 | 338 | 23 | 624 | 62 | 386 | 24 | 238 | 38 | 624 | 62 | 13.0% | 6.8% | 6.2% | 16.0% |
| 3 Professional/Non-Fac. | 1102 | 7 | 2426 | 16 | 3528 | 23 | 1019 | 7 | 2509 | 16 | 3528 | 23 | 0.6% | 0.7% | 0.7% | 0.6% |
| 4 Secretarial/Clerical | 5 | 3 | 0 | 0 | 5 | 3 | 2 | 1 | 3 | 2 | 5 | 3 | 60.0% | 0.0% | 50.0% | 66.7% |
| 5 Techn./Paraprofessional | 311 | 6 | 945 | 4 | 1256 | 10 | 1053 | 5 | 203 | 5 | 1256 | 10 | 1.3% | 0.4% | 0.5% | 2.5% |
| 6 Skilled Trades | 11 | 2 | 0 | 0 | 11 | 2 | 10 | 2 | 1 | 0 | 11 | 2 | 18.2% | 0.0% | 20.0% | 0.0% |
| 7 Service/Maintenance | 101 | 1 | 775 | 12 | 877 | 13 | 707 | 10 | 170 | 3 | 877 | 13 | 1.0% | 1.5% | 1.3% | 1.8% |
| TOTAL | 2285 | 62 | 5196 | 66 | 7481 | 128 | 3702 | 55 | 3779 | 73 | 7481 | 128 | 3% | 1% | 1% | 2% |

IRA WORKSHEET FOR NON-MIN VS MIN % OF HIRES

November 14, 2016

| JOB AREAS/ CATEGORY | RATE FOR | | IRA | OVER ALL RATE | ONLY IF IRA UNDER 0.8 | | | | FISHER'S TEST | FISHER TEST | | | | | | | |
|---------------------------|--------------|------|----------|---------------|-----------------------|-------|-----------|-----------|---------------|-------------|---------|----------------|--------------------|---------------|----------------|-----------|--------------------|
| | UNFAV. GROUP | | | | FAV. GROUP | | EXPECT | ACTL | | DIF | STD DEV | FISHER'S VALUE | NON MIN APPLICANTS | NON MIN HIRED | MIN APPLICANTS | MIN HIRED | FISHER TEST RESULT |
| | A | B | | | C | D | E | F | | G | H | I | J | K | L | M | N |
| 1 Exec./Adm./Mgrtl | NON MIN | 0.8% | MINORITY | 1.5% | | | | | | | | | | | | | |
| 2 Faculty | MINORITY | 6.8% | NON MIN | 12.8% | 0.60 | 9.9% | 33 | 23 | 10 | 2.84 | | | | | | | |
| 3 Professional/Non-Fac. | NON MIN | 0.6% | MINORITY | 0.7% | | | | | | | | | | | | | |
| 4 Secretarial/Clerical | MINORITY | 0.0% | NON MIN | 60.0% | 0.00 | 60.0% | 0 | 0 | 0 | N/A | | | | | | | NO MINORITY |
| 5 Techn./Paraprofessional | MINORITY | 0.4% | NON MIN | 1.9% | 0.22 | 0.8% | 7 | 4 | 3 | 2.68 | | | | | | | |
| 6 Skilled Trades | MINORITY | 0.0% | NON MIN | 18.2% | 0.00 | 18.2% | 0 | 0 | 0 | N/A | | | | | | | NO MINORITY |
| 7 Service/Maintenance | NON MIN | 1.0% | MINORITY | 1.5% | | | | | | | | | | | | | |
| TOTAL | | | | | | | 40 | 27 | 13 | | | | | | | | |

IRA WORKSHEET FOR MALE VS FEMALE % OF HIRES

November 14, 2016

| JOB AREAS/ CATEGORY | RATE FOR | | IRA | OVER ALL RATE | ONLY IF IRA UNDER 0.8 | | | | FISHER'S TEST | FISHER'S TEST | | | | | | | |
|---------------------------|--------------|-------|--------|---------------|-----------------------|-------|----------|----------|---------------|---------------|---------|----------------|----------|------------|------------|--------------|--------------------|
| | UNFAV. GROUP | | | | FAV. GROUP | | EXPECT | ACTL | | DIF | STD DEV | FISHER'S VALUE | male app | male hires | female app | female hires | FISHER TEST RESULT |
| | A | B | | | C | D | E | F | | G | H | I | J | K | L | M | N |
| 1 Exec./Adm./Mgrtl | MALE | 1.1% | FEMALE | 1.4% | | | | | | | | | | | | | |
| 2 Faculty | MALE | 6.2% | FEMALE | 16.0% | | | | | | | | | | | | | |
| 3 Professional/Non-Fac. | FEMALE | 0.6% | MALE | 0.7% | 0.93 | | | | | | | | | | | | |
| 4 Secretarial/Clerical | MALE | 60.0% | FEMALE | 66.7% | | | | | | | | | | | | | |
| 5 Techn./Paraprofessional | MALE | 0.5% | FEMALE | 2.5% | | | | | | | | | | | | | |
| 6 Skilled Trades | FEMALE | 0.0% | MALE | 20.0% | 0.00 | 18.2% | 0 | 0 | 0 | 0.48 | | | | | | | NO SIGNIF. DIFF. |
| 7 Service/Maintenance | MALE | 1.4% | FEMALE | 1.8% | | | | | | | | | | | | | |
| TOTAL | | | | | | | 0 | 0 | 0 | | | | | | | | |

PROMOTION ANALYSIS

Kingsborough Community College

PART B

November 14, 2016

| JOB AREAS/ CATEGORY | MINORITY | | | | | | FEMALE | | | | | | PERCENTAGE OF PROMOTION | | | |
|---------------------------|-----------|----------|-----------|----------|-----------|----------|-----------|----------|-----------|----------|-----------|----------|-------------------------|-------------------|-------------------|----------------------|
| | NON MIN | | MIN | | TOTAL | | MALE | | FEMALE | | TOTAL | | % of non-min promoted | % of min promoted | % of MEN promoted | % OF FEMALE promoted |
| | INCUMBENT | PROMOTED | INCUMBENT | PROMOTED | INCUMBENT | PROMOTED | INCUMBENT | PROMOTED | INCUMBENT | PROMOTED | INCUMBENT | PROMOTED | | | | |
| TOTAL | 518 | 27 | 438 | 18 | 956 | 45 | 450 | 18 | 506 | 27 | 956 | 45 | 5% | 4% | 4% | 5% |
| 1 Exec./Adm./Mngrl. | 59 | 7 | 70 | 5 | 129 | 12 | 50 | 3 | 79 | 9 | 129 | 12 | 12% | 7% | 6% | 11% |
| 2 Faculty | 252 | 20 | 104 | 8 | 356 | 28 | 161 | 12 | 196 | 16 | 356 | 28 | 8% | 8% | 7% | 8% |
| 3 Professional/Non-Fac. | 69 | 0 | 91 | 1 | 160 | 1 | 55 | 1 | 105 | 0 | 160 | 1 | 0% | 1% | 2% | 0% |
| 4 Secretarial/Clerical | 56 | 0 | 21 | 0 | 77 | 0 | 10 | 0 | 67 | 0 | 77 | 0 | 0% | 0% | 0% | 0% |
| 5 Techn./Paraprofessional | 35 | 0 | 26 | 0 | 61 | 0 | 30 | 0 | 31 | 0 | 61 | 0 | 0% | 0% | 0% | 0% |
| 6 Skilled Trades | 21 | 0 | 5 | 1 | 26 | 1 | 26 | 1 | 0 | 0 | 26 | 1 | 0% | 20% | 3% | 0% |
| 7 Service/Maintenance | 26 | 0 | 121 | 3 | 147 | 3 | 118 | 1 | 29 | 2 | 147 | 3 | 0% | 2% | 1% | 7% |
| TOTAL | 518 | 27 | 438 | 18 | 956 | 45 | 450 | 18 | 506 | 27 | 956 | 45 | 5% | 4% | 4% | 5% |

IRA WORKSHEET FOR NON-MIN VS MIN % OF PROMOTION

| JOB AREAS/ CATEGORY | RATE FOR UNFAV. GROUP | RATE FOR FAV. GROUP | IRA | OVER ALL RATE | ONLY IF IRA UNDER 0.8 | | | | IRA LESS THAN 0.8 BAND | | FISHER TEST | | | | | | |
|---------------------------|-----------------------|---------------------|------|---------------|-----------------------|------|-----|---------|------------------------|----------------|----------------|---------------|--------------|-----------|----------|-------------------------|--|
| | | | | | EXPECT | ACTL | DIF | STD DEV | IF >= 1 PERSON | IF <= 0 PERSON | FISHER'S VALUE | NON MIN INCUM | NON MIN PROM | MIN INCUM | MIN PROM | FISHER TEST RESULT NOTE | |
| | | | | | F | G | H | I | J | K | L | M | N | O | P | Q | |
| 1 Exec./Adm./Mngrl. | MINORITY 7.14% | NON-MIN 11.36% | 0.80 | 9.30% | 6 | 5 | 1 | 0.92 | | | N/A | | | | | | |
| 2 Faculty | MINORITY 7.69% | NON-MIN 7.94% | 0.97 | | | | | | | | | | | | | | |
| 3 Professional/Non-Fac. | NON-MIN 0.00% | MINORITY 1.10% | | | | | | | | | | | | | | | |
| 4 Secretarial/Clerical | N/A | N/A | | | | | | | | | | | | | | | |
| 5 Techn./Paraprofessional | N/A | N/A | | | | | | | | | | | | | | | |
| 6 Skilled Trades | NON-MIN 0.00% | MINORITY 20.00% | | | | | | | | | | | | | | | |
| 7 Service/Maintenance | NON-MIN 0.00% | MINORITY 2.49% | | | | | | | | | | | | | | | |
| TOTAL | | | | | 6 | 5 | 1 | | | | | | | | | | |

IRA WORKSHEET FOR MALE VS FEMALE % OF PROMOTION

| JOB AREAS/ CATEGORY | RATE FOR UNFAV. GROUP | RATE FOR FAV. GROUP | IRA | OVER ALL RATE | ONLY IF IRA UNDER 0.8 | | | | IRA LESS THAN 0.8 BAND | | FISHER TEST | | | | | | |
|---------------------------|-----------------------|---------------------|-------|---------------|-----------------------|------|-----|---------|------------------------|----------------|----------------|------------|-----------|--------------|-------------|-------------------------|---------------------|
| | | | | | EXPECT | ACTL | DIF | STD DEV | IF >= 1 PERSON | IF <= 0 PERSON | FISHER'S VALUE | male incum | male prom | female incum | female prom | FISHER TEST RESULT NOTE | |
| | | | | | F | G | H | I | J | K | L | M | N | O | P | Q | |
| 1 Exec./Adm./Mngrl. | MALE 6.0% | FEMALE 11.4% | | | | | | | | | | | | | | | |
| 2 Faculty | MALE 7.5% | FEMALE 8.2% | | | | | | | | | | | | | | | |
| 3 Professional/Non-Fac. | FEMALE 0.0% | MALE 1.9% | 0.000 | 0.6% | 0 | 0 | 0 | 1.39 | | | N/A | | | | | | |
| 4 Secretarial/Clerical | N/A | N/A | | | | | | | | | | | | | | | |
| 5 Techn./Paraprofessional | N/A | N/A | | | | | | | | | | | | | | | |
| 6 Skilled Trades | FEMALE 0.0% | MALE 3.8% | 0.000 | 3.8% | 0 | 0 | 0 | N/A | | | | | | | | | NO FEMALE INCUMBENT |
| 7 Service/Maintenance | MALE 0.0% | FEMALE 6.9% | | | | | | | | | | | | | | | |
| TOTAL | | | | | 0 | 0 | 0 | | | | | | | | | | |

TERMINATION ANALYSIS

Kingsborough Community College

PART C

November 14, 2016

| # | JOB AREAS/ CATEGORY | MINORITY TERMINATION | | | | | | FEMALE TERMINATION | | | | | | PERCENTAGE OF TERMINATION | | | |
|---|-------------------------|----------------------|------------|------------|------------|------------|------------|--------------------|------------|------------|------------|------------|------------|---------------------------|---------------------|---------------------|------------------------|
| | | NON MIN | | MIN | | TOTAL | | MALE | | FEMALE | | TOTAL | | % of non-min terminated | % of min terminated | % of men terminated | % of female terminated |
| | | INCUMBENT | TERMINATED | INCUMBENT | TERMINATED | INCUMBENT | TERMINATED | INCUMBENT | TERMINATED | INCUMBENT | TERMINATED | INCUMBENT | TERMINATED | | | | |
| | TOTAL | 518 | 53 | 438 | 59 | 956 | 112 | 450 | 45 | 506 | 67 | 956 | 112 | 10% | 13% | 10% | 13% |
| 1 | Exec./Adm./Mngt. | 59 | 4 | 70 | 8 | 129 | 12 | 60 | 5 | 79 | 7 | 129 | 12 | 7% | 11% | 10% | 9% |
| 2 | Faculty | 252 | 34 | 104 | 21 | 356 | 65 | 181 | 18 | 195 | 37 | 356 | 65 | 13% | 20% | 11% | 19% |
| 3 | Professional/Non-Fac. | 69 | 3 | 91 | 11 | 160 | 14 | 55 | 2 | 105 | 12 | 160 | 14 | 4% | 12% | 4% | 11% |
| 4 | Secretarial/Clerical | 56 | 4 | 21 | 1 | 77 | 5 | 10 | 1 | 67 | 4 | 77 | 5 | 7% | 9% | 10% | 6% |
| 5 | Techn./Paraprofessional | 35 | 1 | 26 | 3 | 61 | 4 | 30 | 4 | 31 | 0 | 61 | 4 | 3% | 12% | 13% | 0% |
| 6 | Skilled Trades | 21 | 0 | 5 | 1 | 26 | 1 | 26 | 1 | 0 | 0 | 26 | 1 | 0% | 20% | 4% | 0% |
| 7 | Service/Maintenance | 26 | 7 | 121 | 14 | 147 | 21 | 118 | 14 | 29 | 7 | 147 | 21 | 27% | 12% | 12% | 24% |

IRA WORKSHEET FOR NON-MIN VS MIN % OF TERMINATION

November 14, 2016

| # | JOB AREAS/ CATEGORY | RATE FOR UNFAV. GROUP | RATE FOR FAV. GROUP | IRA | OVER ALL RATE | ONLY IF IRA UNDER 0.8 | | | | | IF LESS THAN 0.8 OR 1-1 PERSON IF LESS THAN 0.8 AND STD DEV > 2 | FISHER TEST | | | | | FISHER TEST RESULT NOTE | |
|---|-------------------------|--------------------------|------------------------|-------|---------------------|-----------------------|-----------|-----------|------------|-------------------|--|-------------|-----------------|----------------|--------------------|---|----------------------------|---|
| | | | | | | EXPECT | ACTL | DIF | STD DEV | FISHER'S VALUE | | male incumb | male terminated | non-min incumb | non-min terminated | | | |
| | | | | | | F | G | H | I | J | | K | L | M | N | O | | P |
| 1 | Exec./Adm./Mngt. | MINORITY 11.4% | NON-MIN 5.8% | 0.693 | 9.3% | 6 | 8 | 2 | 0.91 | + | | | | | | | | |
| 2 | Faculty | MINORITY 20.2% | NON-MIN 13.0% | 0.668 | 15.4% | 16 | 21 | 6 | 1.69 | + | | | | | | | | |
| 3 | Professional/Non-Fac. | MINORITY 12.1% | NON-MIN 4.3% | 0.360 | 8.9% | 7 | 11 | 4 | 1.72 | + | | | | | | | | |
| 4 | Secretarial/Clerical | NON-MIN 7.1% | MINORITY 4.8% | | | | | | | | | | | | | | | |
| 5 | Techn./Paraprofessional | MINORITY 11.5% | NON-MIN 2.9% | 0.248 | 6.6% | 1 | 3 | 2 | 1.36 | + | | | | | | | | |
| 6 | Skilled Trades | MINORITY 20.0% | NON-MIN 0.0% | 0.000 | 3.9% | 0 | 1 | 1 | 2.09 | ++ | | | | | | | | |
| 7 | Service/Maintenance | NON-MIN 28.9% | MINORITY 11.6% | | | | | | | | | | | | | | | |
| | TOTAL | | | | | 30 | 44 | 14 | | | | | | | | | | |

IRA WORKSHEET FOR MALE VS FEMALE % OF TERMINATION

November 14, 2016

| # | JOB AREAS/ CATEGORY | RATE FOR UNFAV. GROUP | RATE FOR FAV. GROUP | IRA | OVER ALL RATE | ONLY IF IRA UNDER 0.8 | | | | | IF LESS THAN 0.8 OR 1-1 PERSON IF LESS THAN 0.8 AND STD DEV > 2 | FISHER TEST | | | | | FISHER TEST RESULT NOTE | |
|---|-------------------------|--------------------------|------------------------|-------|---------------------|-----------------------|-----------|-----------|------------|-------------------|--|---------------|-------------------|-------------|-----------------|---|----------------------------|---|
| | | | | | | EXPECT | ACTL | DIF | STD DEV | FISHER'S VALUE | | female incumb | female terminated | male incumb | male terminated | | | |
| | | | | | | F | G | H | I | J | | K | L | M | N | O | | P |
| 1 | Exec./Adm./Mngt. | MALE 10.0% | FEMALE 8.9% | | | | | | | | | | | | | | | |
| 2 | Faculty | FEMALE 19.0% | MALE 11.2% | 0.669 | 15.4% | 30 | 37 | 7 | 2.026 | + | | | | | | | | |
| 3 | Professional/Non-Fac. | FEMALE 11.4% | MALE 3.6% | 0.319 | 9.9% | 9 | 12 | 3 | 1.667 | + | | | | | | | | |
| 4 | Secretarial/Clerical | MALE 10.0% | FEMALE 6.9% | | | | | | | | | | | | | | | |
| 5 | Techn./Paraprofessional | MALE 13.3% | FEMALE 0.0% | | | | | | | | | | | | | | | |
| 6 | Skilled Trades | MALE 3.8% | FEMALE 0.0% | | | | | | | | | | | | | | | |
| 7 | Service/Maintenance | FEMALE 24.1% | MALE 11.3% | 0.492 | 14.3% | 4 | 7 | 3 | 1.692 | + | | | | | | | | |
| | TOTAL | | | | | 43 | 56 | 13 | | | | | | | | | | |

H. TENURE ELIGIBILITY SURVEY

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

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

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

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

TENURE ELIGIBILITY SURVEY - COLLEGE-WIDE TOTALS

COLLEGE: Kingsborough Community College

Eligible for Tenure Effective 9/1/2015

| TOTAL | Sub-Total Gender | | White | | Italian-American | | Asian/ Native Hawaiian and OPI | | American Indian/Alaska Native | | Black/African American | | Hispanic | | Puerto Rican | | Two or More Races | | |
|-------------------|------------------|----|-------|---|------------------|---|--------------------------------|---|-------------------------------|---|------------------------|---|----------|---|--------------|---|-------------------|---|---|
| | M | F | M | F | M | F | M | F | M | F | M | F | M | F | M | F | M | F | |
| | 2 | 1 | 1 | | 1 | 1 | | | | | | | | | | | | | |
| 9 | 4 | 5 | 2 | 2 | 1 | | | 1 | | | | 1 | 1 | 1 | | | | | |
| 5 | 3 | 2 | 1 | | | 1 | 1 | | | | | | 1 | 1 | | | | | |
| 5 | 3 | 2 | 2 | 1 | | | | 1 | | | | 1 | | | | | | | |
| College Lab Techs | | | | | | | | | | | | | | | | | | | |
| TOTAL | 21 | 11 | 10 | 5 | 4 | 2 | 1 | 1 | 2 | 0 | 0 | 1 | 1 | 2 | 2 | 0 | 0 | 0 | 0 |

Recommended for Tenure Effective 9/1/2015

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

| TOTAL | Sub-Total Gender | | White | | Italian-American | | Asian/ Native Hawaiian and OPI | | American Indian/Alaska Native | | Black/African American | | Hispanic | | Puerto Rican | | Two or More Races | | |
|-------------------|------------------|----|-------|---|------------------|---|--------------------------------|---|-------------------------------|---|------------------------|---|----------|---|--------------|---|-------------------|---|---|
| | M | F | M | F | M | F | M | F | M | F | M | F | M | F | M | F | M | F | |
| | Professor | 2 | 1 | 1 | | 1 | 1 | | | | | | | | | | | | |
| Associate Prof. | 9 | 4 | 5 | 2 | 2 | 1 | | | 1 | | | 1 | 1 | 1 | | | | | |
| Assistant Prof. | 5 | 3 | 2 | 1 | | | 1 | 1 | | | | | 1 | 1 | | | | | |
| Lecturer (CCE) | 5 | 3 | 2 | 2 | 1 | | | | 1 | | | 1 | | | | | | | |
| College Lab Techs | | | | | | | | | | | | | | | | | | | |
| TOTAL | 21 | 11 | 10 | 5 | 4 | 2 | 1 | 1 | 2 | 0 | 0 | 1 | 1 | 2 | 2 | 0 | 0 | 0 | 0 |

TENURE ELIGIBILITY SURVEY - DEPARTMENT DETAIL

DEPARTMENT Dept. of Behavioral Sciences & Humanities

Eligible for Tenure Effective 9/1/2015

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

Recommended for Tenure Effective 9/1/2015

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

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

TENURE ELIGIBILITY SURVEY - DEPARTMENT DETAIL

DEPARTMENT Dept. of Biological Sciences

Eligible for Tenure Effective 9/1/2015

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

Recommended for Tenure Effective 9/1/2015

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

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

TENURE ELIGIBILITY SURVEY - DEPARTMENT DETAIL

DEPARTMENT Dept. of Communications & Performing Arts

Eligible for Tenure Effective 9/1/2015

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

Recommended for Tenure Effective 9/1/2015

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

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

TENURE ELIGIBILITY SURVEY - DEPARTMENT DETAIL

DEPARTMENT Dept. of English

Eligible for Tenure Effective 9/1/2015

| TOTAL | Sub-Total Gender | | White | | Italian-American | | Asian/ Native Hawaiian and OPI | | American Indian/Alaska Native | | Black/African American | | Hispanic | | Puerto Rican | | Two or More Races | | |
|-------------------|------------------|----------|----------|----------|------------------|----------|--------------------------------|----------|-------------------------------|----------|------------------------|----------|----------|----------|--------------|----------|-------------------|----------|----------|
| | M | F | M | F | M | F | M | F | M | F | M | F | M | F | M | F | M | F | |
| Professor | 2 | 1 | 1 | | 1 | 1 | | | | | | | | | | | | | |
| Associate Prof. | 4 | | 4 | | 2 | | | 1 | | | | | | 1 | | | | | |
| Assistant Prof. | 1 | | 1 | | | | 1 | | | | | | | | | | | | |
| Lecturer (CCE) | | | | | | | | | | | | | | | | | | | |
| College Lab Techs | | | | | | | | | | | | | | | | | | | |
| TOTAL | 7 | 1 | 6 | 0 | 3 | 1 | 1 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 |

Recommended for Tenure Effective 9/1/2015

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

| TOTAL | Sub-Total Gender | | White | | Italian-American | | Asian/ Native Hawaiian and OPI | | American Indian/Alaska Native | | Black/African American | | Hispanic | | Puerto Rican | | Two or More Races | | |
|-------------------|------------------|----------|----------|----------|------------------|----------|--------------------------------|----------|-------------------------------|----------|------------------------|----------|----------|----------|--------------|----------|-------------------|----------|----------|
| | M | F | M | F | M | F | M | F | M | F | M | F | M | F | M | F | M | F | |
| Professor | 2 | 1 | 1 | | 1 | 1 | | | | | | | | | | | | | |
| Associate Prof. | 4 | | 4 | | 2 | | | 1 | | | | | | 1 | | | | | |
| Assistant Prof. | 1 | | 1 | | | | 1 | | | | | | | | | | | | |
| Lecturer (CCE) | | | | | | | | | | | | | | | | | | | |
| College Lab Techs | | | | | | | | | | | | | | | | | | | |
| TOTAL | 7 | 1 | 6 | 0 | 3 | 1 | 1 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 |

TENURE ELIGIBILITY SURVEY - DEPARTMENT DETAIL

DEPARTMENT Dept. of Library

Eligible for Tenure Effective 9/1/2015

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

Recommended for Tenure Effective 9/1/2015

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

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

TENURE ELIGIBILITY SURVEY - DEPARTMENT DETAIL

DEPARTMENT Dept. of Mathematics & Computer Science

Eligible for Tenure Effective 9/1/2015

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

Recommended for Tenure Effective 9/1/2015

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

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

TENURE ELIGIBILITY SURVEY - DEPARTMENT DETAIL

DEPARTMENT Dept. of Nursing

Eligible for Tenure Effective 9/1/2015

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

Recommended for Tenure Effective 9/1/2015

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

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

TENURE ELIGIBILITY SURVEY - DEPARTMENT DETAIL

DEPARTMENT Dept. of Physical Sciences

Eligible for Tenure Effective 9/1/2015

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

Recommended for Tenure Effective 9/1/2015

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

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

TENURE ELIGIBILITY SURVEY - DEPARTMENT DETAIL

DEPARTMENT Dept. of Tourism & Hospitality

Eligible for Tenure Effective 9/1/2015

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

Recommended for Tenure Effective 9/1/2015

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

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