

KINGSBOROUGH COMMUNITY COLLEGE

2023 – 2024 AFFIRMATIVE ACTION PLAN

FOR ITALIAN AMERICANS

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This plan is also available for review on our [website](#).

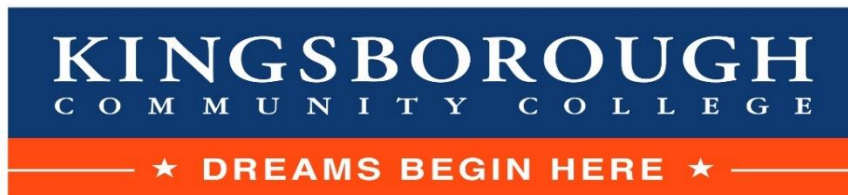


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PART ONE: INTRODUCTION AND BACKGROUND

This report is an annual update CUNY's employment and advancement of Italian Americans. CUNY's Chancellor designated Italian Americans as a protected group in 1976. CUNY began tracking the experience of Italian American employees in nearly thirty years ago because of several legal settlements.

Kingsborough Community College is one of the multiple affirmative action establishments at the City University of New York (CUNY). CUNY's business rules for reporting data on Italian Americans mirror those developed for compliance with Affirmative Action regulations of the federal government. To encourage clarity, this report will not repeat content in the federal Affirmative Action Plan and serves as a supplement.

The employee census date is June 1, 2023. The previous reporting year was June 1, 2022 – May 31, 2023. The program year for this plan is September 1, 2023 – August 31, 2024.

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

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Overview of the College

Founded in 1963 and part of the City University of New York (CUNY) system, Kingsborough Community College's beautiful 70-acre waterfront campus is in Manhattan Beach, on the southern tip of Brooklyn, New York. Kingsborough Community College (Kingsborough) is located at 2001 Oriental Boulevard, Brooklyn, NY 11235-2398.

Selected as a top community college from a pool of more than 1,000 community colleges nationwide by the Aspen Institute, Kingsborough Community College 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.

Kingsborough conducts classes on an innovative academic calendar. Classes are held during a 12-week Fall session which starts in September and ends late in December. This is followed by a 6-week Winter module which ends in February. A 12-week Spring session starts at the beginning of March and ends in the middle of June. This is followed by a 6-week summer module which continues until the end of July.

Kingsborough 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. Effective 2019, Kingsborough launched KCC Flex, to offer evening, weekend, and online classes to attract adult and non-traditional students, who have some college experience, but no degree.

Academic Programs: Degrees and Certificates:

- Associate in Arts (A.A.)
- Associate in Science (A.S.)
- Associate in Applied Science (A.A.S.)
- Online Degrees
- Certificates

At Kingsborough Community College, we fully support the policies, practices, and values that we have implemented to foster mutual respect for diversity, non-discrimination, affirmative action, and equity and inclusion in the workplace. It is our belief that CUNY is enriched by the strengths of the people and perspectives represented here.

Mission

Kingsborough Community College responds to the needs of its diverse community by offering high quality, affordable, innovative, student-centered programs of study that prepare graduates for transfer and the workforce. The college strives for equity and seeks to provide each student with the appropriate resources and support to foster success.

Vision

Kingsborough Community College encourages students to take an active role in their own learning. The College strives for high quality and continuous improvement in all areas related to student learning, including academic programs, teaching, student services, administration and support, and the campus environment.

Values

We believe in and practice our values, which include:

- Respect – Civility, acceptance, appreciation, and support of individual differences.
- Diversity – The proactive fostering of greater inclusion and ultimately equity at every level of college life.
- Integrity – Fair and ethical standards in all policies, procedures, and practices.
- Excellence – High quality teaching, student services, administration, and community engagement; and high standards for student achievement.
- Accountability – Taking responsibility for our actions and outcomes.
- Innovation – Creative thinking and approaches that enhance learning and support continuous improvement.

Policies

CUNY posts its policies on non-discrimination, sexual misconduct, and affirmative action on its website. **Appendix C** of the federal Affirmative Action Plan provides the text of these policies.

<https://www.cuny.edu/about/administration/offices/legal-affairs/policies-resources/>

CUNY periodically reaffirms its commitment to Equal Employment Opportunity, through publishing its policy in several locations and including the policy on job postings. As noted in the federal Affirmative Action Plan, the college issues an annual Reaffirmation letter, which references CUNY's policy related to Italian Americans.

Responsibilities

The entire community participates in promoting diversity and inclusion. We assigned certain specific responsibilities, as detailed in the federal Affirmative Action Plan. The following additional information is relevant to this Plan:

The President

The President, Claudia V. Schrader, oversees affirmative action and diversity programs to assure compliance with federal, state, and city laws, rules and regulations and university policies. The President designates personnel to manage affirmative action, compliance, and diversity programs. Personnel include the Chief Diversity Officer (CDO), 504/Americans with Disabilities Act (ADA) Coordinator and Title IX Coordinator. The President ensures personnel have authority, staff, and other resources to fulfill their responsibilities. The President communicates commitment to equal employment opportunity, including an annual

reaffirmation, and issues required reports, including this affirmative action plan and the annual reaffirmation letter issued by the President.

Chief Diversity Officer

The President has designated Lisa Khandhar as Chief Diversity Officer (CDO) and Responsible Official who:

- Provides confidential consultation for, investigates, and resolves discrimination/harassment complaints.
- Distributes new and revised policies and notices, integrating them into training programs, search committee orientations, websites, and other communications.
- Evaluates affirmative action programs and initiatives.
- Prepares and communicates affirmative action plan reports.
- Consults with hiring teams and managers on recruitment and selection, overseeing recruitment plans and effective recruitment/selection strategies.
- Participates in CUNY initiatives promoting diversity and inclusion.

The Chief Diversity Officer (or designee) completed the OFCCP's on-line certification of compliance with affirmative action program requirements prior to June 30, 2023.

College Officials

Executives, department chairpersons, managers, and supervisors are critical partners in equal employment and affirmative action programs. They help ensure compliance with regulations and policies, foster an inclusive environment, and help develop and implement affirmative action programs.

University Management

In 2022-2023, CUNY participated in an Expert Panel Review process to evaluate the methods by which CUNY collects and reports information related to Italian American employees, including the methods by which we conduct self-identification and calculate Labor Market Availability. CUNY's University Office of Recruitment and Diversity (ORD) interacts with members of CUNY's Calandra Institute for Italian-American studies to identify ways to promote the inclusion of Italian Americans. As of the Census Date, this project had not been completed.

PART TWO: DATA AND ANALYSIS

Collecting Employee Data

On July 11, 2022, we extracted data on full-time employees active as of June 1, 2022, from CUNY's system of record, CUNYfirst. We include personnel on most paid leaves, including medical leave and fellowship/ sabbatical leave. We do not include personnel on terminal leave such as retirement leave, student workers (including Graduate Assistants) or persons employed separately by CUNY's Research Foundation.

We invite employees to self-identify gender, race/ethnicity, veteran status, and disability status. Employees may update selections at any time on an Employee Self-Service portal. We last conducted a self-identification campaign in 2018. We invite job applicants to self-identify on the job application portal.

Of **3064** employees, full-time and part-time employees (including the Chief Executive), self-identified as follows:

- Gender:
 - **1739** Female
 - **1316** Male
 - **9** Other/Unknown gender
- Race/Ethnicity:
 - **1289** Total Minority: **226** Asian, **609** Black/African American, **402** Hispanic/Latino, and **52** Oth Min
 - **1775** White/Unk
 - **263** Italian American
- **39** Individuals with Disabilities
- **30** Veterans

Self-Identification Categories

We use the following categories to evaluate representation by race/ethnicity for the Italian American affirmative action plan:

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

We record a person identifying as both Hispanic/Latino and some another group as Hispanic/Latino, and not as Two or More Races. American Indian/Alaska Native and Two or More Races are included under Total Minorities but not separately reported.

Consistent with long-standing agreements, we ask employees to self-identify Italian American status. Additionally, we invite employees to optionally provide data on their ancestries from a list of approximately sixty categories.

If an employee identifies as Italian American in additional to a federally-protected race/ethnicity, the employee is counted as both Italian American and in the federally-protected group. Since the groups are not exclusive, the result is that some employees are counted twice in the underutilization reports.

The federal government is preparing new standards for self-identification which are likely to impact future Affirmative Action plans.

Analyzing Data

We analyze workforce data as mandated to promote a complete assessment, covering:

- Workforce Analysis (evaluating employment within organizational units/departments)
- Job Group Analysis (analysis of job groups and academic disciplines)
- Utilization Analysis (comparisons with labor market benchmarks)
- Transaction Analysis (reviews of recruiting and hiring, personnel actions, and compensation).

We rely on methods provided by the US Department of Labor’s Office of Contract Compliance Programs (OFCCP), particularly the *Educational Institutions Technical Assistance Guide (2019)*. Further details are provided throughout this report.

Employees who indicate Italian American ancestry are counted in this Plan regardless of other racial or ethnic identification, similarly, to counting gender separately from race and ethnicity.

Workforce Analysis

Workforce Analysis can be viewed as a “locational” review, presenting employees by the division and department to which they report. We review the data organized by job title in order of rank or salary grade.

Due to length, Workforce Analysis charts are not included here.

Table 1: Workforce by Job Group

Table 2: Tenure Status

Workforce by Job Group and Category (excludes Chief Executive)**June 1, 2023****Kingsborough CC****Total Appointments: 3,063****Executive/Administrative/Managerial**

Job Group	Ttl Empls	Female #	Female %	Minority #	Minority %	Ital Amer #	Ital Amer %
Admin 1: Executive	16	12	75.0%	11	68.8%	0	0.0%
Admin 2: Managerial	95	68	71.6%	59	62.1%	3	3.2%
Admin 2: Managerial Adjunct	649	380	58.6%	203	31.3%	61	9.4%
Managerial: Facilities	2	0	0.0%	1	50.0%	0	0.0%
Managerial: Info Tech	5	0	0.0%	1	20.0%	0	0.0%
Managerial: Security	4	2	50.0%	4	100.0%	0	0.0%

Professional Faculty

Job Group	Ttl Empls	Female #	Female %	Minority #	Minority %	Ital Amer #	Ital Amer %
Faculty: Professoriate	224	111	49.6%	65	29.0%	31	13.8%
Faculty: Librarian	11	6	54.5%	3	27.3%	0	0.0%
Faculty: Lecturer	87	44	50.6%	35	40.2%	5	5.7%
Faculty: Lecturer Adjunct	753	422	56.0%	275	36.5%	63	8.4%
Faculty: Professoriate Adjunct	163	87	53.4%	41	25.2%	13	8.0%
Faculty: Developmental	8	4	50.0%	3	37.5%	0	0.0%
Faculty: Developmental Adjunct	4	2	50.0%	1	25.0%	0	0.0%
Faculty: Continuing Education	300	159	53.0%	142	47.3%	21	7.0%

Professional Non-Faculty

Job Group	Ttl Empls	Female #	Female %	Minority #	Minority %	Ital Amer #	Ital Amer %
Accountant: Professional	3	3	100.0%	1	33.3%	0	0.0%
Admin 3: Professional	130	103	79.2%	86	66.2%	10	7.7%
Admin 5: Engineer-Architect	2	0	0.0%	1	50.0%	0	0.0%
Disability Accommodation Specl Adjunct	1	0	0.0%	1	100.0%	0	0.0%
Info Tech: Professional	26	8	30.8%	19	73.1%	1	3.8%
Nurse	1	1	100.0%	0	0.0%	0	0.0%
Nurse Adjunct	4	4	100.0%	1	25.0%	1	25.0%

Administrative Support Workers

Job Group	Ttl Empls	Female #	Female %	Minority #	Minority %	Ital Amer #	Ital Amer %
Accountant: Assistant	2	2	100.0%	0	0.0%	0	0.0%
Administrative Assistant	15	15	100.0%	4	26.7%	2	13.3%
Office Assistant	38	32	84.2%	13	34.2%	6	15.8%
Office Assistant Adjunct	218	163	74.8%	113	51.8%	18	8.3%
Mail Services Worker	4	1	25.0%	2	50.0%	2	50.0%

Technicians

Job Group	Ttl Empls	Female #	Female %	Minority #	Minority %	Ital Amer #	Ital Amer %
Admin 4: College Lab Technician	28	13	46.4%	12	42.9%	4	14.3%
Admin 4: College Lab Technician Adjunct	106	57	53.8%	67	63.2%	9	8.5%
Broadcast-Media	2	0	0.0%	0	0.0%	2	100.0%
Engineering Technician	2	2	100.0%	2	100.0%	0	0.0%
Info Tech: Technician	6	2	33.3%	3	50.0%	1	16.7%
Print Media Technician	5	0	0.0%	3	60.0%	1	20.0%

Craft Workers

Job Group	Ttl Empls	Female #	Female %	Minority #	Minority %	Ital Amer #	Ital Amer %
Skilled Trades: Supervisory	2	0	0.0%	0	0.0%	0	0.0%
Skilled Trades: Not Supervisory	23	0	0.0%	10	43.5%	4	17.4%
Laborers and Helpers	14	1	7.1%	12	85.7%	1	7.1%
Basic Crafts-Buildings and Grounds	6	0	0.0%	2	33.3%	1	16.7%

Service Workers

Job Group	Ttl Empls	Female #	Female %	Minority #	Minority %	Ital Amer #	Ital Amer %
Campus Public Safety Sergeant	10	4	40.0%	9	90.0%	0	0.0%
Campus Peace Officer	12	3	25.0%	12	100.0%	0	0.0%
Campus Security Assistant	8	2	25.0%	8	100.0%	0	0.0%
Custodial: Supervisory	7	3	42.9%	6	85.7%	0	0.0%
Custodial: Assistant	51	17	33.3%	42	82.4%	3	5.9%
Custodial: Assistant Adjunct	16	5	31.3%	15	93.8%	0	0.0%

Full-Time Faculty by Title and Tenure Status

June 1, 2023

Kingsborough CC

Total Faculty: 330

Status categories are: Tenure, Track Tenure, Substitute, and "Instructors or Others PSC" (not eligible for tenure). This report refers to tenure as of the 2022-2023 academic year (effective 9/1/2022)

Title	Ttl Empls	Female #	Female %	Minority #	Minority %	Ital Amer #	Ital Amer %
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Faculty: Developmental

CLIP Instructor	5	2	40.0%	2	40.0%	0	0.0%
Instructors and others PSC	5	2	40.0%	2	40.0%	0	0.0%
CUNY Start Instructor	3	2	66.7%	1	33.3%	0	0.0%
Instructors and others PSC	2	1	50.0%	1	50.0%	0	0.0%
Substitute >=6 Mo Or Prior Ben	1	1	100.0%	0	0.0%	0	0.0%

Faculty: Lecturer

Lecturer	74	36	48.6%	29	39.2%	5	6.8%
CCE Certificate Continuous Emp	46	23	50.0%	16	34.8%	3	6.5%
Lecturer track CCE	22	11	50.0%	10	45.5%	2	9.1%
Substitute <6 Mo no prior svc	3	0	0.0%	2	66.7%	0	0.0%
Substitute >=6 Mo Or Prior Ben	3	2	66.7%	1	33.3%	0	0.0%
Lecturer Doc Sch	13	8	61.5%	6	46.2%	0	0.0%
CCE Certificate Continuous Emp	6	4	66.7%	3	50.0%	0	0.0%
Lecturer track CCE	6	4	66.7%	3	50.0%	0	0.0%
Substitute <6 Mo no prior svc	1	0	0.0%	0	0.0%	0	0.0%

Faculty: Librarian

Asst Professor-Librarian	7	5	71.4%	2	28.6%	0	0.0%
Tenured	3	3	100.0%	1	33.3%	0	0.0%
Track Tenure	4	2	50.0%	1	25.0%	0	0.0%
Asst Professor-Librarian	3	1	33.3%	1	33.3%	0	0.0%
Tenured	3	1	33.3%	1	33.3%	0	0.0%
Professor-Librarian	1	0	0.0%	0	0.0%	0	0.0%
Tenured	1	0	0.0%	0	0.0%	0	0.0%

Faculty: Professoriate

Asst Professor	86	39	45.3%	31	36.0%	10	11.6%
Substitute <6 Mo no prior svc	1	1	100.0%	0	0.0%	0	0.0%
Substitute >=6 Mo Or Prior Ben	2	2	100.0%	1	50.0%	1	50.0%
Tenured	36	12	33.3%	10	27.8%	6	16.7%
Track Tenure	47	24	51.1%	20	42.6%	3	6.4%
Asst Professor-Program Admin	1	0	0.0%	0	0.0%	1	100.0%
Track Tenure	1	0	0.0%	0	0.0%	1	100.0%
Asst Professor	57	35	61.4%	18	31.6%	5	8.8%
Tenured	47	29	61.7%	16	34.0%	5	10.6%
Track Tenure	10	6	60.0%	2	20.0%	0	0.0%

Workforce Summary

Faculty: Professoriate

Professor	80	37	46.3%	16	20.0%	15	18.8%
Tenured	80	37	46.3%	16	20.0%	15	18.8%

Job Group Analysis

At present, data on Italian American faculty is analyzed at the job-group level, and there is no information collected related to academic discipline as there is with faculty analyzed for the federal plan.

The Utilization Analysis (see next section) provides details about job groups.

Utilization Analysis

We compare CUNY's workforce with estimated Labor Market Availability by job group. We evaluate utilization for females, major federal ethnicity categories (Asian, Black/African American, and Hispanic/Latino and Total Minorities), and Italian Americans.

Labor Market Source Data

Labor Market Availability is an estimate used to benchmark staffing of persons in protected groups, by job group. It represents the proportion of each group available for employment in the labor market from which CUNY recruits. This information is based upon an external labor market in a reasonable geographic area, and an internal labor market of CUNY personnel eligible to be hired or advanced into certain jobs.

- For external candidates, we utilized the US Census American Community Survey (ACS), 5-year estimate, 2017-2021 (final), extracted from University of Minnesota's Integrated Public User Microdata Sample (IPUMS). Data is extracted based on a combination of geography, labor force participation, occupation, and educational attainment, depending on job group.
- For internal candidates, we utilized lists of CUNY-wide appointments between 2017-2022 and consulted with CUNY's Director of Civil Service Operations. Internal demographics are based on the last plan's census date (June 1, 2022).

To identify Italian American ancestry, we utilize the "Ancestry 1" and "Ancestry 2" fields from the American Community Survey. Prior to 2023, CUNY utilized a formula in which it counted the first ancestry identified at 100% and the second ancestry identified at 50%. As of 2023, we are counting any identification of Italian American ancestry at 100%.

Appendix D details utilization/underutilization in each category (job group and/or academic discipline). We consider job groups and disciplines for which there is underutilization as priorities for placement goals and enhanced outreach when there is advancement or hiring opportunities.

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

Table 3: Summary of Underutilization and Goals

This is a summary of underutilization of protected groups for staff Job Group and EEO Category. We report Job Groups only in the years each has five or more incumbents.

This summary reports underutilization as follows:

2020 - 2021 Plan (as of 6/1/2020)

2021 - 2022 Plan (as of 6/1/2021)

2022 - 2023 Plan (as of 6/1/2022)

2023 - 2024 Plan (this plan, as of 6/1/2023)

In 2023, we updated Labor Market Availability estimates for the 2023 Plan Year, which could impact results. See the Narrative for details.

When underutilization does not change year-to-year, the most common reason is that there has not been an opportunity to hire or promote into that particular group.

CUNY has started calculating hourly staff underutilization on a preliminary basis, and there is not yet any history to report.

Executive/Administrative/Managerial

Admin 1: Executive

	Total Staff	Female	Total Minority	Asian/Nat Haw./OPI	Black/ African Am.	Hispanic/ Latino	Italian American
2023	16						1
2022	17						
2021	17						
2020	19						

Admin 2: Managerial

2023	95			9			8
2022	97			8			6
2021	97			8			6
2020	99			8			6

Managerial: Info Tech

2023	5	1	1	1		1	1
2022	5	1	2	1		1	1
2021	5	1	2	1		1	1
2020	5	1	2	1		1	1

Professional Non-Faculty

Admin 3: Professional

	Total Staff	Female	Total Minority	Asian/Nat Haw./OPI	Black/ African Am.	Hispanic/ Latino	Italian American
2023	130			7			8
2022	133			6			8
2021	131			5			10
2020	141			5			10

Info Tech: Professional

2023	26			4			1
2022	26	3		3			1
2021	24	3		4			1

Professional Non-Faculty

Info Tech: Professional

	Total Staff	Female	Total Minority	Asian/Nat Haw./OPI	Black/ African Am.	Hispanic/ Latino	Italian American
2020	24	3		4			1

Administrative Support Workers

Administrative Assistant

	Total Staff	Female	Total Minority	Asian/Nat Haw./OPI	Black/ African Am.	Hispanic/ Latino	Italian American
2023	15		8	2	2	3	
2022	15		6	1	3	3	
2021	16		7	1	4	3	
2020	16		7	1	4	3	

Mail Services Worker

2021	5		2		1	1	
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Office Assistant

2023	38		9			7	
2022	39		5	1		3	
2021	41		4	2		3	
2020	42		5	2		3	

Technicians

Admin 4: College Lab Technician

College Lab Tech: Other

2023	12	5	1	1		1	1
2022	13		2	3		1	1
2021	15		3	3		1	2
2020	16		2	4		1	2

Admin 4: College Lab Technician

College Lab Tech: Science, Tech, Eng.

2023	16			1			
2022	17			2			
2021	17			2			
2020	17			2			

Info Tech: Technician

2023	6				1		
2022	6				1		
2021	9				1		
2020	10				1		

Print Media Technician

2023	5	2		1			
2022	5	1					
2021	5	1					
2020	5	1					

Craft Workers

Basic Crafts-Buildings and Grounds

	Total Staff	Female	Total Minority	Asian/Nat Haw./OPI	Black/ African Am.	Hispanic/ Latino	Italian American
2023	6		1			1	
2022	9		3		1	2	
2021	8	1	2		1	2	
2020	8	1	2		1	2	

Laborers and Helpers

2023	14	2		1		2	
2022	13	3		1		2	
2021	14	3		1		2	
2020	16	3		1		2	

Skilled Trades: Not Supervisory

2023	23	1				3	
2022	24	1				3	
2021	23	1	2			3	
2020	24	1				2	

Service Workers

Campus Peace Officer

	Total Staff	Female	Total Minority	Asian/Nat Haw./OPI	Black/ African Am.	Hispanic/ Latino	Italian American
2023	12			2			1
2022	17			1			3
2021	22			1			4
2020	22			1			4

Campus Public Safety Sergeant

2023	10						
2022	10				2		
2021	11				3		
2020	12				2		

Campus Security Assistant

2023	8			1		1	1
2022	8			1			1
2021	8			1		1	1
2020	8			1		1	1

Custodial: Assistant

2023	51					11	
2022	58					10	1
2021	47					8	
2020	51					8	1

Custodial: Supervisory

2023	7					1	
2022	8						
2021	8						
2020	8						

This is a summary of underutilization of protected groups by Job Group and Discipline in faculty ranks. We report combinations of Job Group and Discipline only in the years each has five or more incumbents.

This summary reports underutilization as follows:

- 2020 - 2021 Plan (as of 6/1/2020)
- 2021 - 2022 Plan (as of 6/1/2021)
- 2022 - 2023 Plan (as of 6/1/2022)
- 2023 - 2024 Plan (this plan, as of 6/1/2023)

In 2023, we updated Labor Market Availability estimates for the 2023 Plan Year, which could impact results. See the Narrative for details.

When underutilization does not change year-to-year, the most common reason is that there has not been an opportunity to hire or promote into that particular group.

CUNY has started calculating adjunct underutilization on a preliminary basis, and there is not yet any history to report.

Total Staff	Female	Total Minority	Asian/Nat Haw./OPI	Black/ AfricanAm.	Hispanic/ Latino	Italian American
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Faculty: Professoriate

2023	224			8			
2022	215			8			
2021	223			9			
2020	229			9			

Faculty: Librarian

2023	11	3					1
2022	10	3					1
2021	11	2					1
2020	12						

Faculty: Lecturer

2023	87			6			6
2022	92			5			4
2021	86			3			3
2020	94			6			

Faculty: Developmental

2023	8			1	1		1
2022	10	2		1	1		1
2021	13	2			1		1
2020	13	3	1		1		1

Utilization, Underutilization, and Placement Goals

SUMMARY OF HISTORICAL CHANGES IN UNDERUTILIZATION

Staff/College Lab Tech – 2023-2024

Executive/Administrative/Managerial

Admin 1: Executive, we saw a decrease of 1 for total staff and an increase of 1 for Italian American.

Admin 2: Managerial, we saw a decrease of 2 in the total staff. We also saw an increase of 1 for Asian/Nat Haw/OPI and an increase of 2 for Italian American.

Managerial: Info Tech, we saw no changes reflected in the total staff and gender. We saw a decrease of 1 for the total minority and no changes in the other minority groups, including Italian American.

Professional Non-Faculty

Admin 3: Professional, we saw a decrease of 3 in the total staff. We also saw an increase of 1 for Asian/Nat Haw/OPI and no changes in the other minority groups, including Italian American.

Info Tech: Professional, we saw no changes in the total staff. There was a decrease of 3 for gender and an increase of 1 for Asian/Nat Haw/OPI and no changes in the other minority groups including Italian American.

Administrative Support Workers

Administrative Assistant, we saw an increase of 2 for the total minority, an increase by 1 for Asian/Nat Haw/OPI and a decrease of 1 for Black/AA, and no changes for Italian American.

Mail Services Worker, there were no changes reflected in the total staff, gender, total minority, and/or in any of the minority groups, including Italian American.

Office Assistant, we saw a decrease of 1 in the total staff. There has not been an opportunity to hire/promote for gender, total minority increased by 4, there was a decrease of 1 for Asian/Nat Haw/OPI and Hispanic/Latino increased by 4, and there were no changes for Italian American.

Technicians

Admin 4: College Lab Technician/College Lab Tech: Other, there was a decrease in total staff by 1 and gender increased by 5. We also saw a decrease in the total minority by 1, a decrease of Asian/Nat Haw/OPI by 2, and there were no changes for Italian American.

Admin 4: College Lab Technician/College Lab Tech: Science, Tech, Eng. There was a decrease of 1 for total staff and Asian/Nat Haw/OPI minority group. There were no changes for Italian American.

Info Tech: Technician, there were no changes reflected in the total staff, gender, total minority, and/or in any of the minority groups, including Italian American because there has not been an opportunity to hire/promote within these groups.

Print Media Technician, we saw an increase of 1 for gender and 1 for Asian/Nat Haw/OPI minority group. There were no changes for Italian American.

Craft Workers

Basic Crafts-Buildings and Grounds, we saw a decrease of 3 for total staff. There was a decrease of 2 for total minority, a decrease of 1 for Black/AA, and a decrease of 1 for Hispanic/Latino groups. There were no changes for Italian American.

Laborers and Helpers, there was an increase of 1 in total staff and a decrease of 1 for gender. There were no changes in any of the minority groups, including Italian American.

Skilled Trades: Non-Supervisory, there was a decrease of 1 for total staff. There were no changes in gender and in any of the minority groups, including Italian American.

Service Workers

Campus Peace Officer, there was a decrease of 5 for total staff and we saw an increase of 1 for Asian/Nat Haw/OPI and a decrease of 2 for Italian American. There were no changes in any of the other minority groups.

Campus Public Safety Sergeant, Black/AA decreased by 2 and there were no changes in gender, total minority, and/or within the other minority groups, including Italian American.

Campus Security Assistant, there was an increase of 1 for Hispanic/Latino. There were no changes for Italian American.

Custodial: Assistant, we saw a decrease of 7 for total staff and an increase of 1 for Hispanic/Latino minority group, and a decrease of 1 for Italian American.

Custodial: Supervisory, there was a decrease of 1 in total staff, an increase of 1 for Hispanic/Latino minority group, and there were no changes for Italian American.

SUMMARY OF HISTORICAL CHANGES IN UNDERUTILIZATION

Faculty – 2023-2024

Faculty: Professoriate – there has not been an opportunity to hire/promote for this group, including for Italian American.

Faculty: Librarian – there was an increase of 1 in total staff. There were no changes in gender, total minority and/or within any of the minority groups, including Italian American.

Faculty: Lecturer – we saw a decrease of 5 in total staff, an increase of 1 for Asian/Nat Haw/OPI, and an increase of 2 for Italian American.

Faculty: Developmental – we saw a decrease of 2 in total staff and gender. There were no changes in total minority and within any of the minority groups, including Italian American.

Transaction-Based Analyses

Personnel Activity

We review personnel actions for adverse impact. This means that we compare rates of hiring, promotion, and termination of employees by gender and ethnicity and note material differences. We review activity for all job groups and report the results here for groups with a material number of actions and/or applicants. **Appendix E** summarizes job actions, including tenure, by Gender and Ethnicity.

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

Table 4: Tenure Summary

Faculty Group	Total Tenure Awards	Tenure Awards to Females	Tenure Awards to Federally-Protected Ethnicities	Tenure Awards to Italian Americans	Tenure Awards Denied
Professors	1	0	0	0	1
Associate Professors	4	4	2	0	4
Assistant Professors	5	0	2	0	5
Lecturers	6	3	3	0	6

Observation on appointment data and tenure actions:

- **7** Females gained tenure and include **1** Asian and **2** Black.
- **7** minority individuals gained tenure and include **3** Asian and **4** Black.
- **4** Female Associate Professors gained tenure and include **1** Asian and **1** Black.
- **0** Female Assistant Professors gained tenure and includes **2** Black and **2** Veterans
- **3** Female Lecturers gained tenure and include **2** Asian and **1** Black.

Recruiting Activity

Appendix F summarizes recruiting and selection by job group for searches concluded with a job offer between June 1, 2022, and May 31, 2023.

Over the course of the year, the college made one exception to the search process, known as a search waiver.

One total waiver was awarded to **one** female, who is a member of a protected ethnicity. **One** waiver represented initial hires. **One** waiver represented advancements of current personnel. **One** waiver represented transfers of funding and other reasons.

Table 5: Search Waivers/Exceptions

Employee Group	Total Waivers	Waivers to Females	Waivers to Federally- Protected Ethnicities	Waivers to Italian Americans
Executives (Admin 1 Job Group)	1	1	1	1
Higher Education Officer Series (Admin 2 and Admin 3 Job Groups)	0	0	0	0
Faculty (Professorial and Lecturer Group Groups)	0	0	0	0
Other (Describe)	0	0	0	0

Civil Service Hiring

We participated in **3** university-wide hiring pools for Classified Civil Service vacancies. Applicants who are pre-qualified based on an examination score indicate their interest in working at one or more units and each establishment conducts interviews and makes hiring decisions. We report applicants expressing an interest in our unit at the hiring pools. CUNY's Office of Human Resources Management administers and validates Civil Service examinations and maintains records of applicants and exam scores.

The Hiring Pools and number of hires include:

1. CUNY Office Assistant (COA): **8**
2. Campus Security Assistant (CSA): **2**
3. IT Support Assistant: **9**

PART THREE: ACTION-ORIENTED PROGRAMS

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

2022-2023 Prior Year Programs

Table 6: Summary of Campus Programs, 2022-2023

Last year, we undertook the following to support affirmative action and create a climate of inclusion:

- KCC Diversity Symposium:
 - Harvest of Empire: The Untold Story of Latinos in America
 - KCC Equity and Anti-Racism Summit (EARS) Keynote speaker - Karen Washington
 - Brother Outsider: The Story of Bayard Rustin film screening
 - Signing Black in America film & Discussion w/Associate producer Jospeh Hill
 - Promoting a Sense of Belonging Through
 - Art
 - Food: Tradition, Culture, and Education
 - Film Screening of "There all Along: Women of Trinidad and Tobago Black Power
- LGBTQ+ History Month
 - National Coming Out Day
 - Safe Zone: National Coming Out Stories
 - Safe Zone: Life & Death of Marsha P. Johnson Screening
 - EARS) & Safe Zone: Brother Outsider: The Life of Bayard Rustin Screening
 - International Pronoun Day
 - Spirit Day
 - LGBTQ+ Students Reception
 - Leslie Lohman Museum
 - LGBTQ+ Trivia
 - The Just Be You Campaign fosters inclusion and acceptance, and rejects bullying of any kind.
- KCC Equity and Anti-Racism Summit (EARS)
- Women's, Gender, and Sexuality Studies FIG
- Latinx Heritage Month Festival
- Healthy Relationship Awareness Workshop
- WGSS FIG: Surviving the Intersections of Sexuality, God, and Race
- Hybrid Panel: "From Parent to Child? – Intergenerational Transmission of Hate"
- A Book Talk with Dr. Akemi Nishida and Drs. Huso Kim and Andrew Marcum to discuss Dr. Akemi's book "Just Care: Messy Entanglements of Disability, Dependency, and desire."

- Italian Heritage Month: Highlighting Italian American Faculty Member, Bruno Gulli
- KCC WELL: Domestic Violence Awareness Workshop for Staff and Faculty
- HURFS-RC: EquiTea:
 - Reading Series: A Riveting Conversation About Addressing Inequitable Treatment in Various Settings.
 - Fire S.I.D.E. Chat: An Ongoing Series Spotighting Individuals Demonstrating Equity
 - Promoting Resilience in Equity Workers
- Identifying and Responding to Intimate Partner Violence Workshop
- Transgender Day of Remembrance
- Black History Month Events:
 - Black History Month Art Display
 - Black History Month Trivia Contest
 - Black Wall Street Day: Small Business Meet & Greet
 - Black Film Screening
 - Destigmatizing Black Women's Health
 - Health and Wellness Day
 - Guest Speaker: Alfred Edmond, Jr., SVP/Executive Editor-at-Large at Black Enterprise
 - Panel Discussion for Black History Month
- Women's History Month: "Celebrating Women Who Tell Our Stories" Theme
- You Belong Here- Series for Students:
 - Men of Color
 - Students of Faith
- Embracing LGBTQIA+ Identities and Studies in the Classroom
- Interfaith Conversation on Anti-Semitism
- Safe Zone: International Transgender Day of Visibility
- FaithZone Training: An Honest Dialogue About Religion and Spirituality.
- KCTL: Teaching African American Students
- Haitian Heritage Month: A Celebration of the Haitian Flag, People, and Culture
- Screening and discussion: Paragraph 175, hosted by the KCC Holocaust Center and the KCC LGBTQ+ Alliance

Impact on Faculty/Staff/Students:

- Gained tools to grow cultural competencies.
- Improved individuals' thinking and brought awareness to the campus community.
- Connected and engaged peers to be able to discuss race, culture, and gender issues.
- Advanced skills needed in a multicultural environment.
- Helped to prepare individuals to value cultural differences and treat people with dignity and respect.

2023-2024 Planned Programs

In this section, we affirm placement goals and key initiatives specific to Italian Americans:

Table 7: 2023-2024 Planned Programs

Programs:

- KCC Diversity, Equity and Anti-Racism Summit (EARS)
- Panel on Jewish Resistance Fighters
- Grant to Address Antisemitism and Anti-AAPI Hate
- KCC Diversity Symposium
- Black History Month Events
- Women’s History Month Events

Expected Impact for Faculty/Staff/Students is to:

- Expand networks for faculty, staff, and students in a multicultural environment.
- Engage and cultivate an environment of inclusivity.
- Increase opportunities for open and constructive dialogue.
- Help faculty, staff, and students to value cultural differences and treat everyone with dignity and respect.
- Lift morale and enhance productivity.
- Help build an interdisciplinary college community to advance social growth.

Ongoing Activities

CUNY’s University Human Resources office lists job vacancies with State Workforce Agencies and veterans’ centers and maintains consolidated advertising programs, including job boards serving veterans, individuals with disabilities, women, and protected minorities. The office maintains accounts for university-wide job posting and outreach, including the Higher Education Recruitment Consortium. It also provides training to Chief Diversity Officers and campus Human Resources personnel.

CUNY has a mandatory on-line training program for faculty and staff on sexual harassment prevention and workplace violence prevention; we regularly review training records and follow-up with non-participants.

Internal Audit and Reporting

As mentioned in the federal Affirmative Action Plan, the Chief Diversity Officer is responsible for monitoring progress of plan activities and reporting outcomes. The CDO integrates compliance information into faculty, student, and staff training programs.

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

- Monitoring personnel actions, including new hires, transfers, promotions, and terminations.
- Monitoring employee self-identification campaigns.
- Reviewing recruiting outreach and advertising.
- Monitoring complaints/incident reports for underlying trends.
- Reviewing personnel practices and affirmative action plans with management.
- Advising management on program effectiveness and recommending improvements.
- Working with Human Resources to assure employment records are complete, accurate, and current.
- Completing the annual Affirmative Action certification in the US Department of Labor Contractor Portal.

Chief Diversity Officers have responsibility for communicating elements of the Plan and reviewing progress.

CUNY recently implemented an on-line discrimination complaint tracking and reporting system.

CUNY regularly reports results externally and/or responds to audit requests from:

- New York State Department of Labor
- New York City Department of Education
- New York City Equal Employment Practices Commission.

CUNY also answers to the CUNY Board of Trustees, particularly its Subcommittee on Diversity, Inclusion and MWBE.

APPENDICES

- D. Utilization Analysis (Italian American Plan)
- E. Summary of Personnel Activities (Italian American Plan)
- F. Summary of Recruitment Activities (Italian American Plan)

Appendices for the 2023-2024 Affirmative Action Plan

Appendix D-1 Utilization Analysis - Staff Job Groups

This Appendix provides a utilization analysis for each staff job group that has five or more employees.

Underutilization occurs where the utilization of a protected group is less than 80% of Labor Market Availability. We calculate a number approximating the number of full-time employees that would be needed to make utilization equal to the labor market.

Details of internal and external factors in estimating the labor market are provided.

Underutilization numbers for females and total minorities represent placement goals when there are opportunities for hiring/advancement.

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

Kingsborough CC

Category: Executive/Administrative/Managerial

Job Group: Admin 1: Executive

Description: Executive Compensation Plan (Other Than Chief Executive)

Appointments: 16

Weight Availability Factors

50.00% ACS 2017-2021 National workforce with a minimum of Bachelor's degree plus eight years of experience (proxy age of 29 and higher) in selected occupations (0010, 0020, 0060, 0101, 0102, 0110, 0120, 0136, 0230, 0565, 2100) and either First or Second Ancestry of 051 (Italian) or 068 (Sicilian).

50.00% Employees in titles Professor or Higher Education Officer as of 6/1/22; tenure or permanency not required.

Titles held by employees in this group

04321 Assc Administrator
 04320 Assc Dean
 04723 Asst Administrator
 04722 Asst Dean
 04316 Asst Vice President
 04314 Dean
 04701 Sr Vice President
 04702 Vice President

Utilization Report

	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino	Italian American
Number of Employees	12	11	2	6	3	0
Underutilized (Y = Yes)						Y
Number Underutilized						1
Actual Utilization	75.0%	68.8%	12.5%	37.5%	18.8%	0.0%
Labor Market Availability	45.6%	29.6%	10.0%	8.9%	8.8%	7.6%

Category: Executive/Administrative/Managerial

Job Group: Admin 2: Managerial

Description: HE Officer series administrators-senior level

Appointments: 95

Weight Availability Factors

- 55.00% ACS 2017-2021 NY/NJ MSA workforce with a minimum of Bachelor's degree plus six years or experience (proxy age of 27 or higher) in selected occupations (0020, 0060, 0101, 0102, 0110, 0120, 0136, 0230, 0565, 9800) and either First or Second Ancestry of 051 (Italian) or 068 (Sicilian)
- 45.00% Employees in title Higher Education Assistant of of 6/1/22; tenure or permanency not required.

Titles held by employees in this group

- 04075 HE Associate
- 04097 HE Officer

Utilization Report						
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino	Italian American
Number of Employees	68	59	4	29	24	3
Underutilized (Y = Yes)			Y			Y
Number Underutilized			9			8
Actual Utilization	71.6%	62.1%	4.2%	30.5%	25.3%	3.2%
Labor Market Availability	57.7%	51.7%	14.2%	17.4%	17.8%	11.2%

Category: Executive/Administrative/Managerial

Job Group: Admin 2: Managerial Adjunct

Description: Adjunct HE Officer series administrators (all levels)

Appointments: 649

Weight Availability Factors

- 55.00% Identical to Administration 2 Group (Full Time).
- 45.00% Identical to Administration 2 Group (Full Time).

- Titles held by employees in this group
- 04689 Non-Teaching Adjunct 1
- 04687 Non-Teaching Adjunct 3
- 04686 Non-Teaching Adjunct 4
- 04685 Non-Teaching Adjunct 5

Utilization Report						
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino	Italian American
Number of Employees	380	203	35	94	61	61
Underutilized (Y = Yes)		Y	Y		Y	
Number Underutilized		132	57		54	
Actual Utilization	58.6%	31.3%	5.4%	14.5%	9.4%	9.4%
Labor Market Availability	57.7%	51.7%	14.2%	17.4%	17.8%	11.2%

Kingsborough CC

Category: Executive/Administrative/Managerial

Job Group: Managerial: Info Tech

Description: Information Technology-Managers

Appointments: 5

Weight Availability Factors

80.00% ACS 2017-2021 NY/NJ MSA with minimum of six years experience (proxy age of 23 or higher) and occupation 0110 and either First or Second Ancestry of 051 (Italian) or 069 (Sicilian).

20.00% Employees in titles IT Associate or IT Senior Associate, permanency not required, as of 6/1/2022.

Titles held by employees in this group

04972 IT Computer Operations Mgr

04973 IT Computer Systems Mgr

Utilization Report

	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino	Italian American
Number of Employees	0	1	0	1	0	0
Underutilized (Y = Yes)	Y	Y	Y		Y	Y
Number Underutilized	1	1	1		1	1
Actual Utilization	0.0%	20.0%	0.0%	20.0%	0.0%	0.0%
Labor Market Availability	26.0%	48.4%	27.4%	6.8%	11.8%	12.3%

Kingsborough CC

Category: Professional Non-Faculty

Job Group: Admin 3: Professional

Description: HE Officer Series: Entry and mid-level administrators

Appointments: 130

Weight Availability Factors

90.00% ACS 2017-2021 NY/NJ MSA workforce with minimum of Bachelor's degree in selected occupations (0520-0750, 1006, 1031, 1032, 2002, 2145, 2825, 2830, 2840, 2850, 2865, 5710, 5920, 9810) and either First or Second Ancestry of 051 (Italian) or 068 (Sicilian).

10.00% Employees in titles CUNY Office Assistant, CUNY Admin Assistant, EOC Office Assistant and EOC Administrative Assistant holding a minimum of a Bachelor's degree as of 6/1/22; permanency not required.

Titles held by employees in this group

04017 Asst to HEO
04099 HE Assistant

Utilization Report

	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino	Italian American
Number of Employees	103	86	14	42	24	10
Underutilized (Y = Yes)			Y			Y
Number Underutilized			7			8
Actual Utilization	79.2%	66.2%	10.8%	32.3%	18.5%	7.7%
Labor Market Availability	59.3%	39.5%	16.5%	9.6%	10.4%	13.5%

Kingsborough CC

Category: Professional Non-Faculty

Job Group: Info Tech: Professional

Description: Information Technology-Professionals

Appointments: 26

Weight Availability Factors

75.00% ACS 2017-2021 NY/NJ MSA with minimum of a High School Diploma and four years of experience (proxy age of 21 or higher) in selected occupations (1006, 1007, 1010, 1021, 1022, 1065, 1105, 1106, 1108) and either First or Second Ancestry of 051 (Italian) or 068 (Sicilian).

25.00% Employees in titles IT Support Assistant and CUNY Office Assistant, permanency not required, as of 6/1/2022.

Titles held by employees in this group

04877 IT Associate
 04875 IT Asst
 04880 IT Sr Associate

Utilization Report

	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino	Italian American
Number of Employees	8	19	4	10	5	1
Underutilized (Y = Yes)			Y			Y
Number Underutilized			4			1
Actual Utilization	30.8%	73.1%	15.4%	38.5%	19.2%	3.8%
Labor Market Availability	38.1%	59.4%	30.2%	13.0%	13.9%	8.2%

Category: Administrative Support Workers

Job Group: Administrative Assistant

Description: Administrative Assistants-Senior level

Appointments: 15

Weight Availability Factors

0.00% Internal Only

100.00% Employees in the CUNY Office Assistant title with Civil Service permanency and having achieved levels 3, 3A, or 4 as of 6/1/2022.

Titles held by employees in this group

04804 CUNY Admin Asst

Utilization Report						
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino	Italian American
Number of Employees	15	4	0	3	1	2
Underutilized (Y = Yes)		Y	Y	Y	Y	
Number Underutilized		8	2	2	3	
Actual Utilization	100.0%	26.7%	0.0%	20.0%	6.7%	13.3%
Labor Market Availability	89.4%	77.7%	10.0%	36.6%	29.3%	4.9%

Kingsborough CC

Category: Administrative Support Workers

Job Group: Office Assistant

Description: Administrative Office Assistants-Entry level

Appointments: 38

Weight Availability Factors

65.00% ACS 2017-2021 NY/NJ MSA with minimum of High School Diploma in selected occupations (4720, 4740, 5220, 5230, 5240, 5740, 5810, 5820, 5860) and either First or Second Ancestry of 051 (Italian) or 068 (Sicilian).

35.00% Employees in the title of College Assistant (hourly) as of 6/1/2022.

Titles held by employees in this group

04802 CUNY Office Assistant

Utilization Report						
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino	Italian American
Number of Employees	32	13	5	6	2	6
Underutilized (Y = Yes)		Y			Y	
Number Underutilized		9			7	
Actual Utilization	84.2%	34.2%	13.2%	15.8%	5.3%	15.8%
Labor Market Availability	71.8%	58.9%	15.0%	17.6%	23.5%	10.6%

Category: Administrative Support Workers

Job Group: Office Assistant Adjunct

Description: Hourly Administrative Office Assistants-Entry level

Appointments: 218

Weight Availability Factors

100.00% Identical to CUNY Office Assistant Group (Full Time) except that availability is 100% external.

0.00% NA

Titles held by employees in this group

10102 College Assistant

Utilization Report						
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino	Italian American
Number of Employees	163	113	28	40	41	18
Underutilized (Y = Yes)						Y
Number Underutilized						16
Actual Utilization	74.8%	51.8%	12.8%	18.3%	18.8%	8.3%
Labor Market Availability	76.3%	49.8%	11.5%	15.0%	20.5%	15.5%

Kingsborough CC

Category: Technicians

Job Group: Info Tech: Technician

Description: Information Technology-Tech Support

Appointments: 6

Weight Availability Factors

85.00% ACS 2017-2021 NY/NJ MSA with minimum of a High School Diploma in occupation 1050 and either First or Second Ancestry of 051 (Italian) or 068 (Sicilian).

15.00% CUNY employees in the hourly IT Support Assistant title as of 6/1/2022.

Titles held by employees in this group

04865 IT Support Asst

Utilization Report						
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino	Italian American
Number of Employees	2	3	2	0	1	1
Underutilized (Y = Yes)				Y		
Number Underutilized				1		
Actual Utilization	33.3%	50.0%	33.3%	0.0%	16.7%	16.7%
Labor Market Availability	23.3%	57.7%	25.3%	12.4%	17.6%	10.5%

Category: Technicians

Job Group: Print Media Technician

Description: Print Shop Technicians and related titles

Appointments: 5

Weight Availability Factors

100.00% ACS 2017-2021 NY/NJ MSA in selected occupations (5900, 8250, 8255, 8256, 8830) and eitgre First or Second Ancestry of 051 (Italian) or 068 (Sicilian).

0.00% NA

Titles held by employees in this group

- 04805 Print Shop Assistant
- 04806 Print Shop Associate
- 04807 Print Shop Coordinator

Utilization Report						
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino	Italian American
Number of Employees	0	3	0	1	2	1
Underutilized (Y = Yes)	Y		Y			
Number Underutilized	2		1			
Actual Utilization	0.0%	60.0%	0.0%	20.0%	40.0%	20.0%
Labor Market Availability	31.1%	50.7%	13.2%	10.1%	25.1%	13.0%

Kingsborough CC

Category: Craft Workers

Job Group: Skilled Trades: Not Supervisory

Description: Skilled Trades-Not supervisory

Appointments: 23

Weight Availability Factors

90.00% ACS 2017-2021 NY/NJ MSA in selected occupations (6230, 6250, 6355, 6410, 6440, 6460, 6515, 6700, 7300, 7350, 7540, 8030, 8500, 8600, 8610, 8630) and either First of Second Ancestry of 051 (Italian) or 068 (Sicilian).

10.00% Employees in titles Maintenance Worker or any of the Skilled Trade Helper titles, permanency not required, as of 6/1/2022.

Titles held by employees in this group

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

Utilization Report

	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino	Italian American
Number of Employees	0	10	1	6	3	4
Underutilized (Y = Yes)	Y				Y	
Number Underutilized	1				3	
Actual Utilization	0.0%	43.5%	4.3%	26.1%	13.0%	17.4%
Labor Market Availability	2.6%	46.2%	4.7%	10.6%	27.9%	14.0%

Kingsborough CC

Category: Craft Workers

Job Group: Laborers and Helpers

Description: Entry-Level Craft Workers

Appointments: 14

Weight Availability Factors

55.00% ACS 2017-2021 NY/NJ MSA in selected occupations (6260, 6600, 6730, 7610, 8810, 8950, 9620, 9760, 9760) and either First or Second Ancestry of 051 (Italian) or 068 (Sicilian).

45.00% CUNY employees in the Custodial Assistant and Custodial Supervisor titles, permanency not required, as of 6/1/2022.

Titles held by employees in this group

91722 Electrician Helper

90702 Laborer

12200 Stock Worker

Utilization Report

	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino	Italian American
Number of Employees	1	12	0	8	4	1
Underutilized (Y = Yes)	Y		Y		Y	
Number Underutilized	2		1		2	
Actual Utilization	7.1%	85.7%	0.0%	57.1%	28.6%	7.1%
Labor Market Availability	19.9%	73.8%	6.8%	24.3%	40.5%	6.5%

Kingsborough CC

Category: Craft Workers

Job Group: Basic Crafts-Buildings and Grounds

Description: Buildings and Grounds Workers

Appointments: 6

Weight Availability Factors

90.00% ACS 2017-212 NY/NJ MSA in selected occupations (4210, 4251, 7200, 7340, 9120, 9141) and either First or Second Ancestry of 051 (Italian) or 068 (Sicilian).

10.00% Employees in titles Custodial Assistant, Mail Message Services Worker and Skill Trades Helper Titles, permanency not required, as of 6/1/2022.

Titles held by employees in this group

90698 Maintenance Worker
04906 Motor Vehicle Mechanic

Utilization Report

	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino	Italian American
Number of Employees	0	2	0	1	1	1
Underutilized (Y = Yes)		Y			Y	
Number Underutilized		1			1	
Actual Utilization	0.0%	33.3%	0.0%	16.7%	16.7%	16.7%
Labor Market Availability	7.7%	57.6%	8.1%	13.8%	32.7%	12.2%

Category: Service Workers

Job Group: Campus Public Safety Sergeant

Description: Campus Security-Supervisors and Specialists

Appointments: 10

Weight Availability Factors

0.00% Internal Only-Promotional Title

100.00% CUNY employees in the title of Campus Peace Officer with Civil Service permanency and two years of permanent service as of 6/1/2022.

Titles held by employees in this group

04846 Campus Pub Safety Sergeant

04845 Campus Security Specialist

Utilization Report						
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino	Italian American
Number of Employees	4	9	1	4	4	0
Underutilized (Y = Yes)						
Number Underutilized						
Actual Utilization	40.0%	90.0%	10.0%	40.0%	40.0%	0.0%
Labor Market Availability	24.0%	86.3%	4.5%	49.2%	30.7%	1.0%

Kingsborough CC

Category: Service Workers

Job Group: Campus Peace Officer

Description: Campus Security-Mid level staff

Appointments: 12

Weight Availability Factors

60.00% ACS 2017-2021 NY/NJ MSA with minimum of High School Diploma, New York State residency, and minimum age of 21 in selected occupations (3802, 3930, 3940, 3945, 3946, 3960) and either First or Second Ancestry of 051 (Italian) or 068 (Sicilian).

40.00% Employees in the title of Campus Security Assistant, Civil Service permanency not required, as of 6/1/2022.

Titles held by employees in this group

04844 Campus Peace Officer

Utilization Report						
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino	Italian American
Number of Employees	3	12	0	9	3	0
Underutilized (Y = Yes)			Y			Y
Number Underutilized			2			1
Actual Utilization	25.0%	100.0%	0.0%	75.0%	25.0%	0.0%
Labor Market Availability	30.1%	77.9%	13.7%	42.4%	19.7%	6.9%

Kingsborough CC

Category: Service Workers

Job Group: Campus Security Assistant

Description: Campus Security-Entry level staff

Appointments: 8

Weight Availability Factors

90.00% ACS 2017-2021 NY/NJ MSA with minimum of High School Diploma, New York State residency and minimum age of 18 in selected occupations (3930, 3940, 3945, 3946, 3960) and either First or Second Ancestry of 051 (Italian) or 068 (Sicilian).

10.00% Employees in title Campus Security Assistant (Hourly), permanency not required, as of 6/1/2022.

Titles held by employees in this group

04841 Campus Security Asst

Utilization Report						
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino	Italian American
Number of Employees	2	8	0	7	1	0
Underutilized (Y = Yes)			Y		Y	Y
Number Underutilized			1		1	1
Actual Utilization	25.0%	100.0%	0.0%	87.5%	12.5%	0.0%
Labor Market Availability	30.6%	71.1%	8.2%	36.4%	23.6%	9.4%

Kingsborough CC

Category: Service Workers

Job Group: Custodial: Supervisory

Description: Custodial-Supervisors (all titles)

Appointments: 7

Weight Availability Factors

0.00% Internal Only-Promotional Title

100.00% Employees in title Custodial Assistant and are not temporary as of 6/1/2022.

Titles held by employees in this group

80560 Custodial Asst Principal Supv

80561 Custodial Principal Supv

80535 Custodial Sr Supervisor

04862 Custodial Supervisor

Utilization Report

	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino	Italian American
Number of Employees	3	6	0	4	2	0
Underutilized (Y = Yes)					Y	
Number Underutilized					1	
Actual Utilization	42.9%	85.7%	0.0%	57.1%	28.6%	0.0%
Labor Market Availability	36.5%	90.8%	6.5%	42.8%	41.3%	0.9%

Kingsborough CC

Category: Service Workers

Job Group: Custodial: Assistant

Description: Custodial-Entry level

Appointments: 51

Weight Availability Factors

65.00% ACS 2017-2021 NY/NJ MSA in occupation 4220 and either First or Second Ancestry of 051 (Italian) or 068 (Sicilian).

35.00% CUNY employees in title Custodial Assistant (Hourly) as of 6/1/2022.

Titles held by employees in this group

04861 Custodial Assistant

Utilization Report

	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino	Italian American
Number of Employees	17	42	5	27	10	3
Underutilized (Y = Yes)					Y	
Number Underutilized					11	
Actual Utilization	33.3%	82.4%	9.8%	52.9%	19.6%	5.9%
Labor Market Availability	33.4%	77.6%	5.0%	29.2%	41.2%	4.6%

Category: Service Workers

Job Group: Custodial: Assistant Adjunct

Description: Hourly Custodial-Entry level

Appointments: 16

Weight Availability Factors

100.00% Identical to Custodial Assistant Group (Full Time) except that availability is 100% external.

0.00% NA

Titles held by employees in this group

04861 Custodial Assistant

Utilization Report						
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino	Italian American
Number of Employees	5	15	0	12	3	0
Underutilized (Y = Yes)			Y		Y	Y
Number Underutilized			1		4	1
Actual Utilization	31.3%	93.8%	0.0%	75.0%	18.8%	0.0%
Labor Market Availability	29.3%	71.6%	5.8%	18.6%	44.6%	7.0%

Appendix D-2 Utilization Analysis - College Laboratory Technicians

This Appendix provides a utilization analysis for College Laboratory Technicians in groups with five or more employees.

Underutilization occurs where utilization of a given group is less than 80% of Labor Market Availability. We calculate a number approximating the number of full-time employees that would be needed to make utilization equal to the labor market.

Underutilization numbers for females and total minorities represent specific placement goals when there are opportunities for hiring/advancement.

Details of internal and external factors in estimating the labor market are provided.

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

Admin 4: College Lab Technician

Weight Availability Factors

100.00% ACS 2017-2021 NY/NJ MSA with minimum of High School Diploma. Selected occupations for the Scientific/Technical/IT specialty (1050, 1910, 1920, 1970). Selected occupations for others (2440, 2555) and either First or Second Ancestry of 051 (Italian) or 068 (Sicilian).

Grouping: College Lab Tech: Science, Tech, Eng.

Appointments: 16

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

10033 Dept,Biological Science
10225 Dept,Physical Sci
10136 Health & Human Services
70009 Instructional Computing
80033 Media Center
10211 Non-Clinical Nursing

Utilization Report						
	Female	Total Minority	Asian/Nat. Haw./Oth Pac. Isl.	Black/African American	Hispanic/ Latino	Italian American
Number of Employees	8	8	2	3	3	3
Underutilized (Y = Yes)			Y			
Number Underutilized			1			
Actual Utilization	50.0%	50.0%	12.5%	18.8%	18.8%	18.8%
Labor Market Availability	47.1%	31.3%	17.5%	4.9%	6.0%	11.2%

Admin 4: College Lab Technician

Weight Availability Factors

100.00% ACS 2017-2021 NY/NJ MSA with minimum of High School Diploma. Selected occupations for the Scientific/Technical/IT specialty (1050, 1910, 1920, 1970). Selected occupations for others (2440, 2555) and either First or Second Ancestry of 051 (Italian) or 068 (Sicilian).

Grouping: College Lab Tech: Other

Appointments: 12

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

70010 Academic Development
75123 ASAP
10396 Dean Of Continuing Education
10393 Dean Of Students
10105 Department Of English
10021 Dept Of Art
10042 Dept, Business
10028 Dept,Beh Sci&Human Svcs
10060 Dept,Comm&Perf Arts
10134 Dept,Health,Phys Ed&Rec
65102 English Skills Lab
65017 Office Of Collab Prog
80262 Public Relations
10299 Tourism & Hospitality
10387 Vice President&Provost
65120 Workforce Development
10117 World Languages and Culture

Utilization Report						
	Female	Total Minority	Asian/Nat. Haw./Oth Pac. Isl.	Black/African American	Hispanic/ Latino	Italian American
Number of Employees	5	4	0	2	1	1
Underutilized (Y = Yes)	Y	Y	Y		Y	Y
Number Underutilized	5	1	1		1	1
Actual Utilization	41.7%	33.3%	0.0%	16.7%	8.3%	8.3%
Labor Market Availability	83.8%	42.8%	8.7%	13.3%	18.3%	17.4%

Admin 4: College Lab Technician Adjunct

Weight Availability Factors

100.00% Identical to Administration 4 Group (Full Time).

Grouping: College Lab Tech: Science, Tech, Eng.

Appointments: 38

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

10033 Dept,Biological Science
10225 Dept,Physical Sci
10136 Health & Human Services
70009 Instructional Computing
80033 Media Center
10211 Non-Clinical Nursing

Utilization Report						
	Female	Total Minority	Asian/Nat. Haw./Oth Pac. Isl.	Black/African American	Hispanic/ Latino	Italian American
Number of Employees	14	29	10	7	11	1
Underutilized (Y = Yes)	Y					Y
Number Underutilized	4					3
Actual Utilization	36.8%	76.3%	26.3%	18.4%	28.9%	2.6%
Labor Market Availability	47.1%	31.3%	17.5%	4.9%	6.0%	11.2%

Admin 4: College Lab Technician Adjunct

Weight Availability Factors

100.00% Identical to Administration 4 Group (Full Time).

Grouping: College Lab Tech: Other

Appointments: 68

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

70010	Academic Development
75123	ASAP
10396	Dean Of Continuing Education
10393	Dean Of Students
10105	Department Of English
10021	Dept Of Art
10042	Dept, Business
10028	Dept,Beh Sci&Human Svcs
10060	Dept,Comm&Perf Arts
10134	Dept,Health,Phys Ed&Rec
65102	English Skills Lab
65017	Office Of Collab Prog
80262	Public Relations
10299	Tourism & Hospitality
10387	Vice President&Provost
65120	Workforce Development
10117	World Languages and Culture

Utilization Report						
	Female	Total Minority	Asian/Nat. Haw./Oth Pac. Isl.	Black/African American	Hispanic/ Latino	Italian American
Number of Employees	43	38	7	14	15	8
Underutilized (Y = Yes)	Y					Y
Number Underutilized	14					4
Actual Utilization	63.2%	55.9%	10.3%	20.6%	22.1%	11.8%
Labor Market Availability	83.8%	42.8%	8.7%	13.3%	18.3%	17.4%

Appendix D-3 Utilization Analysis - Faculty by Job Group

The Appendix provides a utilization analysis for each faculty job group where there are five or more employees.

Underutilization occurs where the utilization of a protected group is less than 80% of Labor Market Availability. We calculate a number approximating the number of full-time employees that would be needed to make utilization equal to the labor market.

Underutilization numbers for females and total minorities represent specific placement goals when there are opportunities for hiring/advancement.

Total Minority is comprised of Asian/Hawaiian/Other Pacific Islander, Black/African American, Hispanic/Latino, American Indian/Alaska Native and Two or More Races. Italian American is a reported category but not included in the federal Total Minority grouping.

Job Group Faculty: Continuing Education

Total Appointments: 300

Weight Availability Factors

100.00%

ACS 2017-2021 Nationwide workforce with a minimum of a Bachelor's degree and occupation 2205 (Post-Secondary Teachers). Italian American Status determined by either First or Second Ancestry of 051 (Italian) or 068 (Sicilian).

Utilization Report						
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/Latino	Italian American
Number of Faculty	159	142	22	63	51	21
Underutilized (Y = Yes)			Y			Y
Number Underutilized			20			24
Actual Utilization	53.0%	47.3%	7.3%	21.0%	17.0%	7.0%
Labor Market Availability	54.9%	43.4%	13.9%	11.5%	15.2%	15.0%

Job Group Faculty: Developmental

Total Appointments: 8

Weight Availability Factors

100.00%

ACS 2017-2021 NY/NJ MSA with minimum of a Bachelor's degree in occupation 2360 (Other Teachers and Instructors).
Italian American Status determined by either First or Second Ancestry of 051 (Italian) or 068 (Sicilian).

Utilization Report						
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino	Italian American
Number of Faculty	4	3	0	0	2	0
Underutilized (Y = Yes)			Y	Y		Y
Number Underutilized			1	1		1
Actual Utilization	50.0%	37.5%	0.0%	0.0%	25.0%	0.0%
Labor Market Availability	61.5%	33.9%	11.1%	8.9%	10.7%	14.5%

Job Group Faculty: Lecturer

Total Appointments: 87

Weight Availability Factors

100.00%

ACS 2017-2021 Nationwide workforce with a minimum of a Bachelor's degree and occupation 2205 (Post-Secondary Teachers). Italian American Status determined by either First or Second Ancestry of 051 (Italian) or 068 (Sicilian).

Utilization Report						
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/Latino	Italian American
Number of Faculty	44	35	8	13	12	5
Underutilized (Y = Yes)			Y			Y
Number Underutilized			6			6
Actual Utilization	50.6%	40.2%	9.2%	14.9%	13.8%	5.7%
Labor Market Availability	50.5%	33.4%	16.0%	6.5%	7.9%	12.1%

Job Group Faculty: Lecturer Adjunct

Total Appointments: 753

Weight Availability Factors

100.00% Identical to Faculty Lecturer Group (Full Time).

Utilization Report						
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino	Italian American
Number of Faculty	422	275	40	148	77	63
Underutilized (Y = Yes)			Y			Y
Number Underutilized			81			28
Actual Utilization	56.0%	36.5%	5.3%	19.7%	10.2%	8.4%
Labor Market Availability	50.5%	33.4%	16.0%	6.5%	7.9%	12.1%

Job Group Faculty: Librarian

Total Appointments: 11

Weight Availability Factors

100.00%

ACS 2017-2021 Nationwide workforce with a minimum of a Master's degree in occupation 2435 (Librarians and Media Collections Specialists). Italian American Status determined by either First or Second Ancestry of 051 (Italian) or 068 (Sicilian). One availability is calculated for all faculty in the Library group.

Utilization Report						
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/Latino	Italian American
Number of Faculty	6	3	1	0	2	0
Underutilized (Y = Yes)	Y					Y
Number Underutilized	3					1
Actual Utilization	54.5%	27.3%	9.1%	0.0%	18.2%	0.0%
Labor Market Availability	81.3%	15.5%	3.6%	4.5%	4.8%	7.6%

Job Group Faculty: Professoriate

Total Appointments: 224

Weight Availability Factors

100.00% ACS 2017-2021 Nationwide workforce with a Doctorate degree and occupation 2205 (Post-Secondary Teachers). Italian American Status determined by either First or Second Ancestry of 051 (Italian) or 068 (Sicilian).

Utilization Report						
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/Latino	Italian American
Number of Faculty	111	65	24	27	13	31
Underutilized (Y = Yes)			Y			
Number Underutilized			8			
Actual Utilization	49.6%	29.0%	10.7%	12.1%	5.8%	13.8%
Labor Market Availability	43.3%	26.2%	14.3%	4.0%	5.1%	6.5%

Job Group Faculty: Professoriate Adjunct

Total Appointments: 163

Weight Availability Factors

100.00% Identical to Faculty Professoriate Group (Full Time).

Utilization Report						
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino	Italian American
Number of Faculty	87	41	10	16	12	13
Underutilized (Y = Yes)			Y			Y
Number Underutilized			19			5
Actual Utilization	53.4%	25.2%	6.1%	9.8%	7.4%	8.0%
Labor Market Availability	47.1%	31.3%	17.5%	4.9%	6.0%	11.2%

Appendix E Personnel Activity

This Appendix details personnel activities.

The spreadsheets provide detail on personnel activity by job group and by EEO Category.

The charts represent only those job groups and EEO Categories with a material level of activity.

Job Group Summary
Net Personnel Activity, 6/1/22 - 6/1/23
Administration 3 (Professional)

		NET ADDITIONS		Additions by Type		Detail, Internal Hires by Type					
	Net Group Changes	Addition #	Additions %	Outside Hires	Internal Hires into New Job Group	Was Part Time	Hired from Other College	Demoted	Advanced	Other Change	Return to Faculty
Total	(3)	16		7	9	6	1	-	2	-	-
Male	(1)	5	31%	3	2	1	-	-	1	-	-
Female	(2)	11	69%	4	7	5	1	-	1	-	-
Other Gender	-	-	0%	-	-	-	-	-	-	-	-
Unknown Gender	-	-	0%	-	-	-	-	-	-	-	-
All Protected Race/Eth Grps	-	13	81%	6	7	5	1	-	1	-	-
Asian	4	5	31%	3	2	1	1	-	-	-	-
Black	(8)	3	19%	2	1	1	-	-	-	-	-
Hispanic	2	3	19%	1	2	2	-	-	-	-	-
Other Protected Grp	2	2	13%	-	2	1	-	-	1	-	-
Italian-American	(1)	-	0%	-	-	-	-	-	-	-	-
White	(2)	3	19%	1	2	1	-	-	1	-	-
Unknown Ethnicity	-	-	0%	-	-	-	-	-	-	-	-
Veterans	1	1	6%	1	-	-	-	-	-	-	-
Individuals w/Disabilities	-	-	0%	-	-	-	-	-	-	-	-

This chart summarizes moves of employees into and out of a single job group. Any one job group could have a net loss or net gain (additions may not equal subtractions).

Appendix F

Summary of Recruiting Activities

This Appendix provides details of candidate pools and outcomes of searches.

The spreadsheets provide detail on applicants, interviews, and offers. The scope of this report includes searches which officially concluded during the previous plan year (June 1, 2022 through May 31, 2023).

Kingsborough Community College

Summary - All Searches

Total: 73

	Records	Applicants	Appl%	Interviews	Selection Rate %	Offers	Selection Rate %	Hires	Selection Rate %
Total + Total Selection Rate	4,536	4,189	92%	407	9.7%	90	2.1%	79	1.9%
Male	2,101	1,943	46%	185	9.5%	39	2.0%	32	1.6%
Female	2,072	1,908	46%	203	10.6%	45	2.4%	42	2.2%
Other	20	19	0%	2	10.5%	1	5.3%	1	5.3%
Unknown	343	318	8%	17	5.3%	5	1.6%	4	1.3%
Total Not Female	2,464	2,280	54%	204	8.9%	45	2.0%	37	1.6%
Total Minorities	3,228	2,974	71%	277	9.3%	66	2.2%	56	1.9%
Asian	544	506	12%	39	7.7%	9	1.8%	9	1.8%
Black	1,678	1,538	37%	154	10.0%	33	2.1%	26	1.7%
Hispanic	878	812	19%	76	9.4%	21	2.6%	18	2.2%
Other inc 2 or more	128	118	3%	8	6.8%	3	2.5%	3	2.5%
Italian-American	182	166	4%	19	11.4%	1	0.6%	1	0.6%
White	1,099	1,018	24%	116	11.4%	18	1.8%	17	1.7%
Unknown Ethnicity	209	196	5%	14	7.1%	6	3.1%	6	3.1%
White+Unknown	1,308	1,214	29%	130	10.7%	24	2.0%	23	1.9%
Veterans	64	62	1%	2	3.2%	1	1.6%	1	1.6%
Indiv. w Disabilities	288	272	6%	34	12.5%	7	2.6%	6	2.2%

	Least Selected: Male+Oth Ttl Minorities	OK Sel OK Sel	Least Selected: Male+Oth White+Unk	OK Sel OK Sel	Least Selected: Male+Oth Ttl Minorities	Adverse OK Sel
Percent Female	46%		49.9%		50.0%	53.2%
Percent Total Minorities	71%		68.1%		73.3%	70.9%
Percentage Veterans	1%		0.5%		1.1%	1.3%
Percentage w Disabil.	6%		8.4%		7.8%	7.6%