



**Executive Order 11246  
2021-2022 Affirmative Action Plan (AAP)  
Reporting year of June 1, 2020 – May 31, 2021**

Office of Compliance and Diversity Programs



# **Queens College 2021-2022 AFFIRMATIVE ACTION PLANS**

**Covering Minorities and Women (Executive Order 11246), Individuals with Disabilities (Section 503) and Protected Veterans (VEVRAA)**

**Contact:**

Michael Das  
Office of Compliance and Diversity Programs  
Queens College  
Kiely Hall, Room 147  
65-30 Kissena Boulevard Queens,  
New York 11367  
(718) 997-5888

Please contact the Office of Compliance and Diversity Programs (OCDP) if you need assistance with reading this document due to an accessibility issue.

This plan is available for review at: Queens College -Benjamin S. Rosenthal Library – Reference Desk, 65-30 Kissena Boulevard, Queens, NY 11367-1597



# **TABLE OF CONTENTS**

## **QUEENS COLLEGE 2021-2022 1**

### **AFFIRMATIVE ACTION PLANS 1**

#### **COVERING MINORITIES AND WOMEN (EXECUTIVE ORDER 11246), INDIVIDUALS WITH DISABILITIES (SECTION 503) AND PROTECTED VETERANS (VEVRAA) 1**

### **PART ONE: INTRODUCTION AND BACKGROUND 3**

- OVERVIEW 3
- ORGANIZATION CHART 7
- RELEVANT POLICIES 7
- RESPONSIBILITY FOR IMPLEMENTATION 9
- IMPACT OF COVID-RELATED EVENTS 11

### **PART TWO: DATA AND ANALYSIS 14**

- DATA SOURCES 14
- WORKFORCE ANALYSIS 16
- JOB GROUPS, DISCIPLINES, AND MARKET DATA 17
- UTILIZATION ANALYSIS 18
- OTHER ANALYSES 24

### **PART THREE: ACTION-ORIENTED PROGRAMS 29**

- PRIOR-YEAR PROGRAMS 29
- 2021-2022 PLANNED PROGRAMS 37
- ONGOING ACTIVITIES 40
- INTERNAL AUDIT AND REPORTING 40

### **PART FOUR: INDIVIDUALS WITH DISABILITIES AND PROTECTED VETERANS 42**

- EQUAL OPPORTUNITY AND NON-DISCRIMINATION POLICY 42
- REVIEW OF PERSONNEL PROCESSES 43
- REVIEW OF PHYSICAL AND MENTAL QUALIFICATIONS 43
- REASONABLE ACCOMMODATIONS 44
- HARASSMENT PREVENTION 45
- EXTERNAL POLICY DISSEMINATION 45
- OUTREACH AND POSITIVE RECRUITING 46
- INTERNAL POLICY DISSEMINATION 50
- IMPLEMENTATION RESPONSIBILITY 51
- TRAINING 52
- AUDIT AND REPORTING SYSTEM 53
- BENCHMARK COMPARISONS 54

### **APPENDICES 56**

## PART ONE: INTRODUCTION AND BACKGROUND

---

This report is an annual update of the Affirmative Action Plan (AAP) for federal contractors. The U.S. Department of Labor’s Office of Federal Contract Compliance Programs (OFCCP) oversees Affirmative Action Plan requirements for federal contractors. This unit is one of CUNY’s Affirmative Action Establishments.

This plan reflects requirements for implementing:

- Presidential Executive Order (EO) 11246, addressing gender and federally protected racial/ethnic groups
- The Vietnam Era Veterans’ Readjustment Assistance Act of 1974 (VEVRAA), as amended, for protected Veterans
- Section 503 of the Rehabilitation Act of 1973, as amended, for Individuals with Disabilities.

Some aspects of this plan also reflect state and local regulations, guidelines for public entities, CUNY Board resolutions, and CUNY policy.

The employee census date is June 1, 2021. The previous reporting year was June 1, 2020 – May 31, 2021. The program year for this plan is September 1, 2021 – August 31, 2022.

We address disruptions due to the 2020-2021 COVID-19 outbreak later in this report.

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

We produce a separate Affirmative Action Plan for Italian Americans. CUNY’s Chancellor designated Italian Americans as a protected group in 1976.

## OVERVIEW

Queens College (“Queens” or “QC”) of the City University of New York (“University” or “CUNY”) is located in Queens, New York on a tree-lined 80-acre campus, seven miles east of midtown Manhattan. The College was established in 1937 to offer a strong and affordable liberal arts education. In the Fall of 2020, there were total of 19,700 enrolled students, of which 16,702 were undergraduate and 2,998 were graduate students. Of the undergraduate students, 12,479 (75 %) attended full-time and 4,223 (25.2%) attended part-time. Of the graduate students, 474 (15.8%) attended full-time and 2,524 (84.2%) part-time. Queens College is highly regarded for its academic quality, diversity, and affordability. It was named a top college by the Princeton Review and considered a top public regional university by U.S. News and World Report, where it ranks among the best in undergraduate teaching. The students at Queens College represent a vibrant mix of cultures; they come from over 100 countries and speak 83 languages and dialects, creating an extraordinary educational environment. Approximately 35 percent

of our student are the first generation in their families to attend college. It would be easy to think of Queens College as an 80-acre city, since the campus offers all the benefits of a city—excellent cultural attractions including the only comprehensive art museum in the borough of Queens, readings by renowned writers, performing arts events, scholarly conferences, and numerous places to eat— all on a peaceful and attractive campus with a magnificent view of the Manhattan skyline. Students find the campus a comfortable and appealing place to be, with cybercafés and more than 100 clubs and sports in which they can participate. Queens College participates in NCAA Division II sports, and offers a residence hall, the Summit Apartments, an environmentally friendly building that features fully furnished two and four-bedroom suites.

**STUDENT ACHIEVEMENT** Recent Queens College graduates have won fellowships, scholarships, and assistantships at many leading graduate schools, including Harvard, Yale, Columbia, Duke, Sarah Lawrence, MIT, the University of Cambridge, Imperial College, London, and SOAS, University of London. A number of our students have received prestigious awards for graduate or undergraduate study, including Salk Fellowships, Marshall Scholarships, Goldwater Scholarships, NSF awards, Beinecke Scholarships, a Truman Scholarship, a Clark Foundation Fellowship, a National Security Education Program (NSEP) Boren Scholarship, a Rangel Scholarship, Benjamin A. Gilman Scholarships, and a remarkably high number of Fulbright Grants.

**FACULTY** Queens College boasts outstanding faculty of almost 600 full-time and more than 1,000 part-time teachers and scholars. They have been the recipients of numerous fellowships and research grants, including prestigious Guggenheim and Fulbright awards. There are currently twelve Distinguished Professors on the Queens College faculty; appointed by CUNY to the highest rank in the system, they are known for their superior research, scholarship, and teaching. They have held the title of Distinguished Professor in fields as diverse as biology, chemistry and biochemistry, economics, English, earth and environmental sciences, history, Italian American studies, mathematics, physics, psychology, sociology, and urban studies

## Location

Queens College/CUNY is located at 65-30 Kissena Boulevard, Queens, New York 11367-1597.

## Degrees

Queens College believes that the best preparation for students in today's global society is a rigorous education in the liberal arts and sciences. The College's curriculum is structured so that all students graduate with the ability to think critically, address complex problems, explore various cultures, and use modern technologies and information resources. Queens College offers a variety of degrees: the Bachelor of Arts in many disciplines; Bachelor of Business Administration; Bachelor of Fine Arts; Bachelor of Music; Bachelor of Science; and combined BA/MA degrees in chemistry and biochemistry, computer science, history, music, philosophy, physics, and urban studies. Queens College offers the following graduate degrees: Master of Arts, Master of Arts in Liberal Studies, Master of Arts in Teaching, Master of Fine Arts, Master of Library Science, Master of Music, Master of Science, and Master of Science in Education. Certificate programs currently accepting students include: Applied Behavior Analysis in Psychology, Post-Master's Certificate in Library Science, Specialist Diploma in Educational Leadership, School District Leader, and the Professional Certificate in School Psychology. Post-baccalaureate Advanced Certificates leading to New York State provisional teacher certification are



offered in Elementary Education in Visual Arts (K–12), Family and Consumer Science (K–12), Music (pre-K–12), and Physical Education (K–12); and in Adolescent Education in English, English Language Teaching, French, General Science (Biology, Chemistry, Earth Science, and Physics), Italian, Mathematics, Social Studies, and Spanish. Bilingual certificates are offered in connection with master's degree programs in Counselor Education, School Psychology, and Special Education. Post-baccalaureate certificate programs in Librarianship are also offered. For qualified undergraduate students, the Departments of Biology, Chemistry & Biochemistry, Computer Science, History, Philosophy, Physics, and Urban Studies, as well as the Aaron Copland School of Music, offer the opportunity to receive combined bachelor's and master's degrees.

## **Accreditation**

Queens College is accredited by the Middle States Commission on Higher Education (MSCHE), located at 3624 Market Street, Philadelphia, PA 19104. Their telephone number is 267-284-5000. The MSCHE is an institutional accrediting agency recognized by the U.S. Secretary of Education and the Council for Higher Education Accreditation. The college is also accredited by the State of New York (NYSDOE). Special program accreditations include:

- Council for the Accreditation of Education Preparation (CAEP)
- Accreditation Council for Education in Nutrition and Dietetics (ACEND)
- American Psychological Association, Commission on Accreditation (APA)
- Council on Academic Accreditation in Audiology and Speech-Language Pathology (ASHA-CAA)
- American Library Association (ALA)
- American Association of Family and Consumer Sciences (AAFCS)

## **History**

Founded in 1937, Queens College enjoys a revitalized campus, rising enrollment, and a clear vision for the future: to offer a first-rate education to talented people of all backgrounds and financial means. QC students learn from the best, immersed in the nation's brightest city. The college enjoys a national reputation for its liberal arts and sciences and pre-professional programs. Phi Beta Kappa, the oldest and most respected undergraduate honors organization in the United States, has a chapter at Queens College, a distinction shared with only about 10% of the nation's liberal arts colleges.

## **Mission**

The mission of Queens College is to prepare students to serve as innovative leaders in a diverse world that they make more equitable and inclusive.

We do this by recognizing every student's potential and facilitating opportunities to achieve it. We guide students to determine their desired paths forward that are in service to the ways they define their community or communities. We prepare undergraduate and graduate students through rigorous academics and provide support so that students are able to complete their courses of study and find the right path after graduation.

We take an aspirational yet practical approach to liberal arts and professional education: engaging students in learning, knowledge creation, and cocurricular activities that broaden their minds while giving them tangible skills to succeed in careers and life.

## Queens College Values

**Service and civic engagement:** “We Learn So That We May Serve” is our motto. We educate all students to lead lives of service and civic engagement in their careers and communities. We seek to model that aspiration through our service as faculty members, staff, administrators, and as an organization.

**Diversity, equity, and inclusion (DEI):** We affirm our college and society benefit when we consistently and intentionally strive to become more diverse, equitable, and inclusive in how we think, treat each other, and function.

**Well-rounded education:** We want our students to be curious, resilient, and adaptable once they leave Queens College. No matter the degree program, we engage students in continued development at both the undergraduate and graduate level of core communication and analytic skills, including reading, writing, math, and logic, while advancing their understanding of theory and practice within their academic disciplines. We encourage minors and interdisciplinary double majors. We recognize that the more well-rounded the education we offer, the more career options, marketable skills, and often higher pay our students will have. This enhances their abilities to make conditions better for their communities.

**Culture of mutual support:** When faculty, staff, alumni, and students work in unison around our shared interest for the advancement of all students, everyone thrives. We value systems and tools that enable us to collectively help students succeed. Building a culture where everyone works together to guide and support one another brings obvious benefits to students. Being connected to faculty, staff, and students encourages more alumni to feel part of the QC community. Faculty and staff also gain greater support and connections by joining in a network with students and alumni who see them as champions collaborating to change lives.

**Innovative leadership:** We view leadership as a mindset and practice, not a status or title. We practice leadership at the college and as members of many diverse communities with which Queens College and its students, faculty, and staff identify. We believe in changing notions of who can be a leader, from a select few to everyone. We recognize practicing leadership is a unique process for each individual and celebrate everyone’s version of leadership.

**Connecting scholarship and creativity with the student experience:** We value the many contributions our great scholars and researchers make in the world. We recognize engaging in knowledge creation efforts makes faculty better teachers. Our distinctive approach connects back to students. By emphasizing student engagement in knowledge creation—in the classroom, in the lab, and in the community—we offer students multiple benefits, from better learning outcomes to exposure to potential careers they might not otherwise experience.

## Commitment to Diversity

The College is committed to diversity, equity and inclusion, and by balancing tradition and innovation in the service of this diversity, it represents the future of the nation since the summer of 2020, under

unprecedented circumstances, the College appointed two Provost’s Diversity Fellows; completed the search for a cabinet-level dean-rank chief diversity officer (CDO) as well as a search for a director of Compliance and Investigation; appointed Natanya Duncan as a new director of Africana Studies and Regina Bain as a new permanent director of the Louis Armstrong House Museum; hosted an inaugural Ubuntu affinity-oriented orientation and the annual CUNY Black Male Initiative conference; and been recognized for excellence in procurement practices promoting use of minority- and women-owned businesses. In the Queens College Strategic Plan 2021 - 2026, diversity not only had a dedicated working group but also was integrated into all aspects of the work. The process and the product will present a shared vision of our future. The diversity working group will be the core of planning activities, with the CDO then charged with implementation.

## ORGANIZATION CHART

**Appendix A** displays an organization chart.

## RELEVANT POLICIES

As a unit of The City University of New York (CUNY), we adhere to federal, state, and city laws and regulations on non-discrimination and affirmative action, including: 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, the Age Discrimination Act of 1975, New York State Human Rights Law and New York City Human Rights Law.

Protected groups identified in Executive Order 11246 are American Indian or Alaska Native, Asian, Black or African American, Hispanic or Latino, Native Hawaiian or Other Pacific Islander, Two or More Races, and Women. Additionally, the Chancellor of CUNY designated Italian Americans as a protected group in 1976 and CUNY prepares a separate Italian American Affirmative Action Plan. CUNY posts its policies on non-discrimination, sexual misconduct, and affirmative action on its website.

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

### Equal Opportunity and Non-Discrimination Policy

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

It is the policy of The University—applicable to all colleges and units— to recruit, employ, retain, promote, and provide benefits to employees (including paid and unpaid interns) and to admit and provide services for students without regard to race,



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

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

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

## **Affirmative Action Policy**

CUNY's original Affirmative Action Policy of May 28, 1985 is part of its Manual of General Policy.

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

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

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

## **Sexual Misconduct Policy**

CUNY's Policy on Sexual Misconduct addresses sexual harassment, gender-based harassment and sexual violence. It outlines procedures applicable to students and employees for addressing complaints.

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

Defining conduct that constitutes prohibited Sexual Misconduct;

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

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

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

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

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

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

## **Other Policies**

It is our policy to recruit, employ, retain, promote, and provide benefits to employees and to admit and provide services for students without regard to race, color, national or ethnic origin, religion, age, sex, sexual orientation, gender identity, marital status, disability, genetic predisposition or carrier status, alienage, citizenship, military or veteran status, unemployment status or status as victim of domestic violence.

The President of Queens College reaffirms the non-discrimination policy annually. During the 2020-2021 academic year, the President issued the reaffirmation on October 15, 2020. (**Appendix B** contains the most recent reaffirmation letter). The Reaffirmation letter is sent to all employees.

Other important policies available on CUNY’s “Policies and Resources” webpage include:

- Campus and Workplace Violence Policy
- Domestic Violence and the Workplace Policy
- Procedures for Implementing Reasonable Accommodations and Academic Adjustments

CUNY campuses report crime statistics, including statistics relating to sexual violence under the federal Jeanne Clery Act. Information is available from the campus Office of Public Safety <https://www.qc.cuny.edu/about/security/Pages/default.aspx>

## **RESPONSIBILITY FOR IMPLEMENTATION**

While the entire community participates in promoting diversity and inclusion, we have assigned certain specific responsibilities.

### **The President**

The President, Frank H. Wu, 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, diversity and compliance, including a Chief Diversity Officer (CDO), 504/Americans with Disabilities Act (ADA) Coordinator and Title IX Coordinator. The President ensures these personnel have authority, staffing, and other resources to fulfill their assigned responsibilities.

The President communicates commitment to equal employment opportunity, issuing an annual reaffirmation of this commitment, and issues required reports, including this Affirmative Action Plan.

### **Chief Diversity Officer**

The President designated Annette Durrant (who served in reporting year 2020 – 2021) as Interim Chief Diversity Officer (CDO), Title IX Coordinator, and 504/ADA Coordinator (Jerima DeWese will begin serving as Chief Diversity Officer on November 15, 2021 and Michael Das began serving as Director of Compliance and Investigations/Title IX Coordinator and 504 ADA Coordinator on June 1, 2021) of Queens College Office of Compliance and Diversity Programs (OCDP) and Responsible Official who:

- Provides confidential consultation for, investigates and resolves discrimination/harassment complaints
- Distributes policies, notices and revisions, and integrates 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.

### **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 the Affirmative Action Plan.

### **Committee(s) on Diversity and Inclusion**

A standing committee advises the President on diversity and affirmative action, reviews the impact of policies on the governance plan, develops and implements strategic diversity plans, and promotes

programs to reflect pluralistic values and goals. A new committee will be constituted in December 2021.

Committee members in this past year were (names and titles):

Name: Annette Durrant, Esq. – Chair (served in reporting year 2020-2021)  
Title: Interim Chief Diversity Officer, Title IX Coordinator, and 504/ADA Coordinator  
Office: Office of Compliance & Diversity Programs

Name: Surinder Virk  
Title: Director of Procurement, Property & Fleet Management  
Office: Purchasing Office

Name: Denese Gordon  
Title: Director & Chief Superintendent  
Office: Buildings & Grounds

Name: Selena Chu  
Title: Finance & Budget Director  
Office: Professional and Continuing Studies

Name: Sophia McGee  
Title: Director  
Office: Center for Ethnic, Racial and Religious Understanding

Name: Anthony Tamburri  
Title: Dean  
Office: Calandra Italian American Institute

Name: Soribel Genao  
Title: Associate Professor  
Office: Education & Community Programs

## University Management

CUNY's University Office of Recruitment and Diversity (ORD) establishes job groups and report parameters, and reports summary statistics. ORD sponsors university-wide diversity programs described in this plan. ORD also maintains systems support for data collection (including self-identification data) and job posting.

## IMPACT OF COVID-RELATED EVENTS

On March 15, 2020, CUNY Chancellor Felix Matos-Rodriguez announced that CUNY campuses and non-essential personnel were transitioning to remote learning and work for the remainder of the academic year. CUNY anticipates beginning the return in late summer 2021. The transition and resulting shifts in priorities affect the university's operations in many ways. We have cancelled or postponed some hiring plans. We have limited or cancelled public events and other activities we could not conduct remotely.

Certain practices have continued unchanged. The Chief Diversity Officer has continued work on all major functions including:

- Complaint intake and investigation
- Accommodations for Individuals with Disabilities
- Recruitment advertising and outreach
- Oversight of hiring, advancement and separation practices
- Consulting to management.

During the COVID-19 pandemic, Queens College experienced the postponement and cancellation of various educational, cultural, and athletic events in an effort to prevent the spread of the virus.

Queens College staff began returning to campus in August 2021. Staff are currently working 50% on campus and 50% remotely to limit occupancies in offices. Instructional offerings in Fall 2021 consists of approximately 50% online and 50% in-person or hybrid.

The Queens College Counseling Center offered a virtual space for students to remain connected to one another and offer each other support during these difficult times; this virtual space is called the Stay Connected student support group, which is facilitated by two QC counselors.

During the pandemic, the Center for Teaching and Learning (CTL) assisted faculty in prepping for the rapid and unprecedented transition to distance education. Many training sessions were created to assist the faculty in making the transition to online learning. “Drop-In Hours” were created and held 4-5 days a week to ensure that all faculty questions were answered in a timely fashion.

Virtual Library Support: QC’s library personnel and extensive resources enabled students, faculty, and staff to conduct their work remotely. Library faculty and staff fielded questions via email and chat, upload and check new electronic resources, and share news through social media and updates to the library website. In September 2021, the library reopened with limited occupancy by reservation only. Students from other CUNY campuses are eligible to make reservations and utilize the QC library.

The College's Office of Information Technology Services has established a Faculty Support Hotline and a Student Support Hotline for technology assistance for distance learning, Blackboard, and CUNYfirst.

The Academic Advising Center provides advising services remotely, via E-Advising, phone, Skype or the QC Navigate app. The Learning Commons and the Writing Center have provided tutoring and assistance with writing through virtual appointments.

Officers of the Student Association (SA) have worked alongside the college administration and faculty, student government continues to meet virtually; together, they work to guide anyone having issues to available solution. In Fall 2021, student events have begun to return to campus as well. These events are by invitation, for vaccinated students only, and adhere to social distancing and masking regulations.



Queens College Veterans Support Services (VSS) has stepped up to help more than 240 veterans enrolled during the COVID-19 pandemic. The Associate Director of the VSS and the rest of the staff have been taking phone calls and answering emails daily to assist students with concerns related to the current crisis. VSS has also set up zoom meetings for veterans struggling with social distancing and isolation.

## PART TWO: DATA AND ANALYSIS

---

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

- Workforce Analysis (Evaluating employment within organizational units/departments)
- Analysis of job groups and academic disciplines
- Comparisons with labor market availability measures (utilization analysis)
- Reviews of Personnel Actions, Recruitment and Hiring, and Compensation.

We rely on methodologies provided by the US Department of Labor's Office of Contract Compliance Programs (OFCCP), in particular, the *Educational Institutions Technical Assistance Guide*.

### DATA SOURCES

This section describes how CUNY prepares data for this report.

#### Employee Data

On June 28, 2021, we extracted data on full-time employees active as of June 1, 2021 from CUNY's system of record, CUNYfirst. We include individuals on most paid leaves, including medical leave and fellowship/sabbatical leave. We do not include individuals on terminal leaves such as retirement leave, student workers (including Graduate Assistants) or individuals 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 canvas in May 2018 via email. We provided an FAQ document to explain the reasons for collecting this data and stressed that providing it is voluntary.

We also invite job applicants to self-identify on the job application portal.

#### Self-Identification Categories

We use the following categories to evaluate representation by race/ethnicity for the federal 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

- White (not a protected group).

American Indian/Alaska Native and Two or More Races are included under Total Minorities but not separately reported.

If a person identifies as both Hispanic/Latino and some another group, they are recorded as Hispanic/Latino, and not as Two or More Races.

Consistent with long-standing agreements, we ask employees to self-identify Italian American status, and create a separate Italian American Affirmative Action Plan.

To retain overall comparisons to individuals in federal categories and to prevent double counting, Italian Americans are not included in Total Minorities in either plan. If individuals indicate both Italian American and federally protected ethnicity categories, we default to the federally protected category, to prevent double counting.

We use federally mandated gender categories of male and female for purposes of this plan. Our system captures non-binary general identification, but only individuals specifically identifying as “female” are included in the federally protected gender category.

Of 1194 employees, 1 employee did not identify a gender and 2 employees did not identify a valid race/ethnicity category. Anyone who did not specify a gender and/or ethnicity is included in the Workforce Analysis but not assigned to a protected group. 126 employees did not identify a veteran status and 1168 did not identify a disability status. Disability and veteran status are priorities for future self-identification campaigns.

### **Labor Market Source Data**

We compare the employee population with the Labor Market from which CUNY would reasonably recruit, train, or promote, by job group. We last updated Labor Market estimates in May 2019.

For internal candidates, we utilized lists of CUNY-wide appointments over the 2017-2018 and 2018 - 2019 periods for weighting and lists of feeder jobs, using the demographics of the candidate groups as of the June 1, 2018 employee census.

For external candidates, we utilized the US Census American Community Survey (ACS), 5-year estimate, 2013-2017 (final), extracted from University of Minnesota’s Integrated Public Use Microdata Sample (iPUMS).

For faculty discipline-based estimates, we utilized the US Department of Education’s National Center for Education Statistics’ Integrated Post-Secondary Education Data System (IPEDS) completion data, 2015-2016 (final). We use the Classification of Instructional Programs (CIP) to identify disciplines.

## WORKFORCE ANALYSIS

Workforce Analysis is a review of the representation of females and minorities by division, department and title, evaluating diversity by organizational unit rather than job group. We review the data organized by job title in order of rank or salary grade. We also review professorial faculty by tenure status within department. Due to length, Workforce Analysis charts are not included here.

**A summary of the all the full-time workforce demographics over a 3-year periods for Female and Total Minorities (Asian/Hawaiian/Other Pacific Islander; Black/African American; Hispanic/Latino; American Indian/Alaska Native; and Two or More Races) as follows:**

	2018 - 2019	2019 - 2020	2020 - 2021
<b>FEMALE</b>	633 out of total 1,261 (50.2%)	651 out of total 1,269 (51.3%)	622 out of total 1,194 (52.1%)
<b>TOTAL MIN.</b>	586 out of total 1,261 (46.5%)	599 out of total 1,269 (47.2%)	580 out of total 1,194 (48.6%)

According to the workforce census of June 1, 2021, out of the 1194 full-time employees:

- 622(52.1%) of the 1,194 employees self-identified as female, and
- 580(48.6%) of the 1,194 employees self-identified as total minority

Full time female increased 0.8% from 51.3% in 2019-2020 to 52.1% in 2020-2021. Total Minority increase 1.4% from 47.2% in 2019-2020 to 48.6% in the 2020-2021. Both Female and Total minorities are represented in almost all the job groups.

During this AAP period, the college experienced budget stringency; all hiring was either paused or frozen, positions that became vacated were not replaced, and the responsibility and tasks of vacated position were assigned to other employees. The college will continue to prioritize recruiting efforts in areas of underutilization and job groups without current representation of minorities and females.

**A summary of the all the full-time faculty workforce demographics over a 3-year periods for Female and Total Minorities (Asian/Hawaiian/Other Pacific Islander; Black/African American; Hispanic/Latino; American Indian/Alaska Native; and Two or More Races) as follows:**

	2018 – 2019	2019 - 2020	2020 - 2021
<b>FEMALE</b>	270 out of total 580 (46.5%)	283 out of total 591 (47.8%)	263 out of total 549 (47.9%)
<b>TOTAL MIN.</b>	170 out of total 580 (29.3%)	187 out of total 591 (31.6%)	179 out of total 549 (32.6%)

Full-time Faculty composed 549 (45.9%) of total (1194) full-time employees:

- 263 (47.9%) of the 549 faculty self-identified as female and
- 179 (32.6%) of the 549 faculty self-identify as total minority

Full time female faculty slightly increased 0.1% from 47.8% in 2019-2020 to 47.9% in 2020-2021. Total minority increased 1% from 31.6% in 2019-2020 to 32.6% in the 2020-2021. The pandemic economic shortfall and the following economic fallout from the COVID-19 pandemic necessitated that all hiring be paused/frozen to shore up the Colleges finances that could continue effect to support its students, faculty, and staff.

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

### **Job Groups**

We analyze data according to groups of jobs with similar duties and qualifications. CUNY establishes job groups and reviews them annually, as detailed in **Appendix C**. A major input is the federal Standard Occupational Classification (SOC) system. We also combine job groups into categories based on the federal EEO-1 categories for some summary reports.

The next two pages provide a summary of staffing by job group, followed by a summary of professorial faculty by rank and tenure status.



**Executive/Administrative/Managerial**

Job Group	Ttl Empls	Female #	Female %	Minority #	Minority %
Admin 1: Executive	21	12	57.1%	6	28.6%
Admin 2: Managerial	102	68	66.7%	55	53.9%
Managerial: Facilities	2	1	50.0%	2	100.0%
Managerial: Info Tech	2	1	50.0%	2	100.0%
Managerial: Security	4	3	75.0%	3	75.0%

**Professional Faculty**

Job Group	Ttl Empls	Female #	Female %	Minority #	Minority %
Faculty: Professoriate	433	195	45.0%	151	34.9%
Faculty: Librarian	15	10	66.7%	6	40.0%
Faculty: Lecturer	101	58	57.4%	22	21.8%

**Professional Non-Faculty**

Job Group	Ttl Empls	Female #	Female %	Minority #	Minority %
Accountant: Professional	3	3	100.0%	2	66.7%
Admin 3: Professional	154	108	70.1%	109	70.8%
Admin 5: Engineer-Architect	2	1	50.0%	2	100.0%
Disability Accommodation Spec	1	0	0.0%	1	100.0%
Info Tech: Professional	28	3	10.7%	21	75.0%
Nurse	1	1	100.0%	0	0.0%

**Administrative Support Workers**

Job Group	Ttl Empls	Female #	Female %	Minority #	Minority %
Accountant: Assistant	3	2	66.7%	1	33.3%
Administrative Assistant	17	16	94.1%	3	17.6%
Office Assistant	90	81	90.0%	51	56.7%
Mail Services Worker	3	1	33.3%	2	66.7%

**Technicians**

Job Group	Ttl Empls	Female #	Female %	Minority #	Minority %
Admin 4: College Lab Technician	39	8	20.5%	20	51.3%
Info Tech: Technician	5	1	20.0%	4	80.0%

**Craft Workers**

Job Group	Ttl Empls	Female #	Female %	Minority #	Minority %
Skilled Trades: Supervisory	3	0	0.0%	0	0.0%
Skilled Trades: Not Supervisory	41	0	0.0%	10	24.4%
Laborers and Helpers	14	0	0.0%	10	71.4%
Basic Crafts-Buildings and Grounds	5	0	0.0%	1	20.0%

**Service Workers**

Job Group	Ttl Empls	Female #	Female %	Minority #	Minority %
Campus Public Safety Sergeant	6	1	16.7%	6	100.0%
Campus Peace Officer	15	6	40.0%	14	93.3%
Campus Security Assistant	26	9	34.6%	24	92.3%
Custodial: Supervisory	6	5	83.3%	5	83.3%
Custodial: Assistant	51	28	54.9%	46	90.2%

# Summary for Professorial Rank Faculty by Title and Tenure Status

June, 2021

Queens College

Total Professorial Faculty: 433

Status categories are: Tenure, Track Tenure, Substitute, and "Instructors or Others PSC" (not eligible for tenure).

Title	Ttl Empls	Female #	Female %	Minority #	Minority %
Visiting Professor	1	0	0.0%	0	0.0%
Visiting > = 50%	1	0	0.0%	0	0.0%
Asst Professor	93	42	45.2%	48	51.6%
Substitute >=6 Mo Or Prior Ben	2	1	50.0%	1	50.0%
Tenured	11	6	54.5%	4	36.4%
Track Tenure	80	35	43.8%	43	53.8%
Assc Professor	154	88	57.1%	51	33.1%
Tenured	147	86	58.5%	47	32.0%
Track Tenure	7	2	28.6%	4	57.1%
Professor	177	64	36.2%	48	27.1%
Tenured	176	63	35.8%	48	27.3%
Track Tenure	1	1	100.0%	0	0.0%
Dist Professor	8	1	12.5%	4	50.0%
Instructors and others PSC	8	1	12.5%	4	50.0%

## Academic Disciplines

With few exceptions, CUNY assigns faculty departments to disciplines as per the US Department of Education's Classification of Instructional Programs (CIP).

CUNY analyzes data about College Laboratory Technicians by assigning departments to either a Scientific/Engineering/Technical group or a General group.

**Appendix D** lists these assignments. This past year, there were no material changes to the discipline assignments.

## Labor Market Availability

Labor Market Availability is an estimate used to benchmark utilization of protected groups, by job group. It represents the proportion of each protected group available for employment in the labor market from which CUNY recruits (both internally and externally). CUNY last updated Labor Market Availability estimates in May 2019. **Appendix C** and **Appendix D** provide the basis for each calculation and details the factors we use. They cover the weighting of internal and external labor markets, geography, occupational qualifications, degree requirements, and academic discipline assignments.

## 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).

We evaluate job groups with a minimum of five incumbents, with the caveat that analyzing groups of less than 30 employees may generate less reliable results.

The President's position reports outside of our establishment and is not included.

We report underutilization where the percent of individuals belonging to a protected group is less than 80% below the labor market estimate, and the difference is equal to at least one full-time equivalent employee.

**Appendix E** 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 are hiring opportunities.

Year-to-year variations in underutilization arise from a combination of changes in availability, hires, advancements, and separations. It is usually not possible to pinpoint a single, direct cause.

In job groups with small numbers of employees, results may change substantially with small staffing changes.

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

This is a summary of underutilization of protected groups by Job Group, organized by EEO Category. Only those Job Groups with five or more staff are reported.

This summary compares three measurements, each calculated using the Labor Market Availability estimates in place at that time.

2019: Underutilization in the 2019 - 2020 Plan (i.e., based on employee census as of 6/1/2019)  
2020: Underutilization in the 2020 - 2021 Plan (i.e., based on employee census as of 6/1/2020)  
2021: Underutilization in the 2021 - 2022 Plan (this plan).

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.

Executive/Administrative/Managerial

Admin 1: Executive

	Total Staff	Female	Total Minority	Asian/Nat Haw./OPI	Black/ AfricanAm	Hispanic/ Latino
2021	21			2	1	
2020	26			3	1	
2019	25			2		

Admin 2: Managerial

2021	102				4	
2020	108					
2019	104				5	3

Professional Non-Faculty

Accountant: Professional

	Total Staff	Female	Total Minority	Asian/Nat Haw./OPI	Black/ AfricanAm	Hispanic/ Latino
2019	5				2	

Admin 3: Professional

2021	154					
2020	156					
2019	140					

Info Tech: Professional

2021	28	9				
2020	28	10				
2019	28	10				

Administrative Support Workers

Administrative Assistant

	Total Staff	Female	Total Minority	Asian/Nat Haw./OPI	Black/ AfricanAm	Hispanic/ Latino
2021	17		9		6	4
2020	17		9		6	4
2019	17		9		6	4

Office Assistant



Administrative Support Workers

Office Assistant

	Total Staff	Female	Total Minority	Asian/Nat Haw./OPI	Black/ AfricanAm	Hispanic/ Latino
2021	90					
2020	95					
2019	102					

Technicians

Admin 4: College Lab Technician

	Total Staff	Female	Total Minority	Asian/Nat Haw./OPI	Black/ AfricanAm	Hispanic/ Latino
College Lab Tech: Other						
2021	13	1	4	2	1	
2020	14	1	4	2	1	
2019	13	1	4	2	1	

Admin 4: College Lab Technician

	College Lab Tech: Science, Tech, Eng.					
2021	26	2				
2020	26	2				
2019	27	3				1

Info Tech: Technician

2021	5				1	
2020	5				1	
2019	5				1	

Craft Workers

Basic Crafts-Buildings and Grounds

	Total Staff	Female	Total Minority	Asian/Nat Haw./OPI	Black/ AfricanAm	Hispanic/ Latino
2021	5	1	2	1	1	1
2020	6	1	2	1		1
2019	5	1	1	1		1

Laborers and Helpers

2021	14	3				3
2020	16	3				4
2019	17	4				5

Skilled Trades: Not Supervisory

2021	41	1	9		3	5
2020	42	1	9		4	5
2019	42	1	9		4	5

Service Workers

	Total Staff	Female	Total Minority	Asian/Nat Haw./OPI	Black/ AfricanAm	Hispanic/ Latino
--	-------------	--------	----------------	--------------------	------------------	------------------

Service Workers

	Total Staff	Female	Total Minority	Asian/Nat Haw./OPI	Black/ AfricanAm	Hispanic/ Latino
Campus Peace Officer						
2021	15					
2020	18					
2019	9					
Campus Public Safety Sergeant						
2021	6					1
2020	6					1
2019	7				1	
Campus Security Assistant						
2021	26					4
2020	26					5
2019	29					6
Custodial: Assistant						
2021	51					
2020	54					
2019	56					
Custodial: Supervisory						
2021	6					2
2020	7					3
2019	8					3

## Queens College

This is a summary of underutilization, of protected groups by Job Group and Discipline. Only those combinations of Job Group and Discipline with five or more incumbents are reported.

This summary compares three measurements, each calculated against the Labor Market Availability estimates in place at that time.

2019: Underutilization in the 2019 - 2020 Plan (i.e., based on employee census as of 6/1/2019)

2020: Underutilization in the 2020 - 2021 Plan (i.e., based on employee census as of 6/1/2020)

2021: Underutilization in the 2021 - 2022 Plan (i.e., this plan).

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.

## Faculty: Professoriate

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

	Total Staff	Female	Total Minority	Asian/Nat Haw./OPI	Black/ African Am.	Hispanic/ Latino
2021	10				1	1
2020	11				1	1
2019	10				1	1

## Biological and Biomedical Sciences

2021	15	3	2	1	1	
2020	15	3	2	1	1	
2019	16	4		1	1	

## Business, Management, Marketing and Support

2021	28	3			6	
2020	28	3			6	
2019	29	3			6	

## Communications, Journalism, and Related

2021	12				1	
2020	14					
2019	13					

## Computer and Information Sciences and Support

2021	16				1	1
2020	17				2	1
2019	16				1	1

## Education

2021	50				2	
2020	50				2	
2019	51				3	

## English Language and Literature/Letters

2021	40					
2020	42					
2019	42					

Faculty: Professoriate

Foreign Languages, Literatures, and Linguistics

2021	18			1		
2020	20			1		
2019	21			1		

Health Professions and Related Programs

2021	11		2	1	1	
2020	11		2	1	1	
2019	11		2	1	1	

History

2021	24			1		
2020	22		2			1
2019	24		1	1		1

Library Science (Program)

2021	7	1			1	
2020	8	2				
2019	9					

Mathematics and Statistics

2021	22	4	2		1	1
2020	23	4	2		1	1
2019	23	4	2		1	1

Parks, Recreation, Leisure and Fitness Studies

2021	14					1
2020	14					1
2019	13					1

Philosophy and Religious Studies

2021	6					
2020	7					
2019	8					

Physical Sciences

2021	38	6			1	1
2020	40	6			1	1
2019	39	7			1	1

Psychology

2021	18	5	1		1	2
2020	18	5	1		1	2
2019	19	5	2		1	2

Public Administration

Faculty: Professoriate

		Total Staff	Female	Total Minority	Asian/Nat Haw./OPI	Black/ African Am.	Hispanic/ Latino
Public Administration							
	2021	12				1	1
	2020	14	2			2	1
	2019	15	2			2	
Social Sciences							
	2021	45				1	
	2020	49				1	
	2019	53				1	
Visual and Performing Arts							
	2021	47	11		2		1
	2020	49	10		1		1
	2019	47	9		2		1

Faculty: Librarian

		Total Staff	Female	Total Minority	Asian/Nat Haw./OPI	Black/ African Am.	Hispanic/ Latino
Library (Librarians/Non-Teaching)							
	2021	15					
	2020	14	3				
	2019	17	4				

Faculty: Lecturer

		Total Staff	Female	Total Minority	Asian/Nat Haw./OPI	Black/ African Am.	Hispanic/ Latino
Business, Management, Marketing and Support							
	2021	13	2	3		1	2
	2020	16	3	3		1	2
	2019	17	4	4		1	2
Computer and Information Sciences and Support							
	2021	5		1			1
	2020	9		2		1	1
	2019	6		1		1	1
Education							
	2021	13			1		1
	2020	15		2	1		2
	2019	14		2	1		2
English Language and Literature/Letters							
	2021	9	1				
	2020	9					1
	2019	12	4				1



**Faculty: Lecturer**

		Total Staff	Female	Total Minority	Asian/Nat Haw./OPI	Black/ African Am.	Hispanic/ Latino
Health Professions and Related Programs							
2021		11		3		2	1
2020		11		3		2	1
2019		10		3		1	1
Mathematics and Statistics							
2021		9		2	2		1
2020		11		2	1		1
2019		10		2	1		1
Parks, Recreation, Leisure and Fitness Studies							
2021		5		2			1
2020		5		2			1
2019		5		2			1
Physical Sciences							
2020		5					
Psychology							
2021		6		2		1	1
2020		10		2		1	2
2019		9		2		1	2
Public Administration							
2019		6	3				1
Social Sciences							
2021		7	1	2		1	1
2020		9	2	3		1	1
2019		8	2	3	1	1	1
Visual and Performing Arts							
2021		8		1	1		
2020		8		2	1	1	
2019		7	1	2	1		1

## Utilization, Underutilization, and Placement Goals

The affirmative action plan requires recruitment efforts are made to hire women and minorities in areas that are proportional to their levels in the rest of the labor market

Outreach efforts generally take place during the recruitment process. These efforts are designed to attract a diverse array of qualified candidates into the applicant pool and to remove any barriers in the selection process that may impact equal employment opportunities. We are committed to enhancing our diverse academic community by actively encouraging people with disabilities, minorities, veterans, and women to apply for a variety of positions.

There are common factors that impact underutilization including, but not limited to, Hiring opportunities; exams and civil service pools; budget constraints; COVID -19; restructuring of titles or departments; and resignations and retirements. We observe and monitor various factors that may contribute to underutilization and/or changes in underutilization, either positive or negative.

**The following represents changes in underutilization of Females or Total Minority for Job Group and Faculty Disciplines (Professorial) June 1, 2020 – May 31, 2021. \*(Total Minority is comprised of Asians/ Hawaiian/Other Pacific Islander, Black African American, Hispanic/Latino, American Indian/Alaska Native and Two or More Races); \*UU = Underutilization**

### Professional Non-Faculty

AAU/Job Group	Underutilization	UU Change from Last Year	Observations
Info tech: Professional	Yes, underutilization of female by 9	This has decreased from last year which had an underutilization of 10 females	This is most likely because there is a hiring opportunity in which a female was hired. Efforts were made in this job group which yielded positive impact on underutilization

### Faculty Professoriate

AAU/Job Group	Underutilization	UU Change from Last Year	Observations
History	No	UU was eliminated. Last year, there were 2 Total Minorities	This is most likely due to retirements, resignations, recruitment efforts and hiring
Library Science (Program)	Yes, underutilization of female by 1	UU has decreased by 1 Female from last year	This is most likely because an employee

			who identified as female left
Public Administration	No	UU of female was eliminated. Last year, there were 2 females	This is most likely due to retirements, resignations, recruitment efforts and hiring
Visual and Performing Arts	Yes, underutilization of female by 11	UU has increased by 1 Female from last year	This is most likely because there was a person hired who did not identify as female. Therefore, the total employee number increased. Efforts will continue to be made to eliminate the underutilization in this job group

#### Librarian

AAU/Job Group	Underutilization	UU Change from Last Year	Observations
Library (Librarians/Non-Teaching)	Yes, underutilization of female by 1	This has decreased from last year which had an underutilization of 2 females	This is most likely because there was a hiring opportunity in which a female was hired. Efforts were made in this job group which yielded positive impact on underutilization statistics

#### Faculty: Lecturer

AAU/Job Group	Underutilization	UU Change from Last Year	Observations
Business, Management, Marketing and Support	Yes, by 2 Female, 3 Total Minorities	UU was decreased 1 by female from last year, and Total Minorities remained the same as last year	Efforts will continue to be made to eliminate UU in this job group
Computer and Information Sciences and support	Yes, by 1 Total Minorities	UU has decreased by 1 in Total Minorities from last year	Effort will continue to be made to eliminate UU in this job group

Education	No	UU were eliminated for both female and Total Minorities. Last year, there were 2 Total Minorities.	This is most likely because there were hiring opportunities in which total minorities were hired.
English Languages and Literature/Letters	Yes, by 1 Female	UU was increased by 1 Female from last year	This is most likely because there was person hired who did not identify as female. Efforts will continue to be made to eliminate the UU in this job group
Social Sciences	Yes, by 1 Female and 2 Total Minorities	UU was decreased by 1 Female and 1 Total Minorities from last year	Efforts will continue to be made to eliminate UU in this job group
Visual and Performing Arts	Yes, by 1 Total Minorities	UU was decreased by 1 Total Minorities from last year	Efforts will continue to be made to eliminate UU in this job group

**The following Job Groups and Faculty Disciplines did not have any changes in Underutilization of Female and Total minority for the past year, this most likely due to lack of hiring opportunities:**

**Technicians:**

- Admin 4 - College Technician (Other)
- Admin 4 - College Lab Technician: Science, Tech, Eng.

**Craft Workers:**

- Basic Crafts-Building and Grounds
- Laborers and Helpers
- Skilled Trades - Not Supervisory

**Faculty - Professoriate:**

- Biological and Biomedical Sciences
- Business, Management, Marketing and Support
- Health Professions and Related Programs
- Mathematics and Statistics
- Physical Sciences
- Psychology

**Faculty - Lecturer:**

- Health Professions and Related Programs
- Mathematics and Statistics

- Parks, Recreation, Leisure and Fitness Studies
- Psychology

Executive/Administrative/Managerial:

- Admin 1- Executive
- Admin 2- Managerial

Professional Non-Faculty:

- Accountant – Professional
- Admin 3 – Professional

Administrative Support Workers:

- Administrative Assistant
- Office Assistant

Technicians:

- Info Tech – Technician

Service Workers:

- Campus Peace Officer
- Campus Public Safety Sergeant
- Campus Security Assistant
- Custodial – Assistant
- Custodial – Supervisor

Faculty – Professoriate:

- Area, Ethnic, Cultural, Gender, and Group Studies
- Communications, Journalism, and Related
- Computer and Information Sciences and Support
- Education
- English Language and Literature/Letters
- Foreign Languages, Literatures, and Linguistics
- Parks, Recreation, Leisure and Fitness Studies
- Philosophy and Religious Studies
- Social Sciences

Queens College will continue to make efforts to diversify staff and improve or eliminate underutilization.

## OTHER 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 those groups with a material number of actions and/or applicants. **Appendix F** summarizes job actions, including tenure, by Gender and Ethnicity.

To estimate net changes by job group, we compare employee title changes between two reference dates (June 1, 2020 and June 1, 2021). We use this method to accommodate timing and issues in interpreting system data. This method produces a reasonable estimate but may leave out some actions, such as an employee changing job groups more than once over the year. We note hires, moves to a higher or lower job group, moves within a job group, and separations

Similar to procedures in financial accounting, employees who leave one job group to take a position in another are reported as separated from one group and joining another. We consider transfers between CUNY units as a separation from one campus and a hire in the other.

Federal guidelines state adverse selection may occur when any one group (protected or not) has a selection rate less than 80% of the selection rate of the most-selected group.

Tenure is a permanent status granted to professorial faculty and College Laboratory Technicians. Lecturers are eligible for a similar status, Certificate of Continuous Employment (CCE). 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. We may hire some senior faculty with tenured status.

Over the 2020-2021 academic year, the total number of faculty who were eligible for tenure and awarded tenured was Fourteen (14), including Seven (7) females and Six (6) minorities. The total number of lecturers who received a Certificate of Continuous Employment was Four (4), including Two (2) females, and One (1) Total Minority. The total number of College Laboratory Technicians who were awarded tenure was Two (2), including One (1) Female.

**There were 36 new employees hired (Outside CUNY and Other CUNY College) during this report period:**

- Eleven (11) total in the **Executive/Administrative /Managerial category** – Four (4) Females; Six (6) Total Minorities; Two (2) Asians; Two (2) Black/African Americans; Two (2) Hispanic/Latinos
- Fifteen (15) total in the **Professional Faculty Category** – Nine (9) Females; Ten (10) in Total Minorities; Five (5) Asians; Three (3) Black/African Americans; Two (2) Hispanic/Latinos

- Five (5) total in **Professional Non-Faculty Category** – Three (3) Females; Four (4) Total Minorities; Two (2) Asians; Two (2) Hispanic/Latinos
- One (1) in the **Administrative Support Workers Category** – One (1) Total Minority; One (1) Hispanic/Latino
- One (1) in **Craft Workers Category** – One (1) Total Minority; One (1) Hispanic/Latino
- Three (3) total in the **Service Workers Category** – Two (2) Females; Two (2) Total Minorities; One (1) Black/African American; One (1) Hispanic/Latino

**There were 12 employees promoted and upgraded in various contract titles (Transfers or Promotions into Current Job Group) during this report period:**

- One (1) in the **Executive/Administrative /Managerial category** – 1 (one) Female
- Six (6) in the **Professional Faculty Category** – One (1) Total Minority; One (1) Hispanic/Latino
- Three (3) in the **Professional Non-Faculty Category** – Three (3) Females; Two (2) Total Minorities; One (1) Hispanic

**There were 111 employee who Separated (Left College or Left CUNY) during this report period:**

- Eighteen (18) in the **Executive/Administrative /Managerial category** – Eleven (11) Females; Five (5) Total Minorities; Two (2) Asians; Two (2) Black/African Americans; One (1) Hispanic/Latino
- Sixty-two (62) in the **Professional Faculty Category** – Twenty-eight (28) Females; Twenty-one (21) Total Minorities; Ten (10) Asians; Eight (8) Black/African Americans; Three (3) Hispanic/Latinos
- Eleven (11) in the **Professional Non-Faculty Category** – Four (4) Females; Four (4) Total Minorities; One (1) Asian; Two (2) Black/African Americans; One (1) Hispanic/Latino
- Four (4) in the **Administrative Support Workers Category** – Two (2) Females; Three (3) Total Minorities; One (1) Black/African American; Two (2) Hispanic/Latinos
- One (1) in the **Technicians Category** – One (1) Total Minority; One (1) Hispanic/Latino
- Five (5) in the **Craft Workers Category** – Three (3) Total Minority; One (1) Asian; Two (2) Black/African Americans
- Ten (10) in the **Service Workers Category** – Four (4) Females; Nine (9) Total Minorities; Six (6) Black/African Americans; Three (3) Hispanic/Latinos

**Appendix F** provides details of faculty receiving tenure/CCE status effective during the past plan year, covering those awarded tenure, hired with tenure (includes faculty rehired after long-term leaves), and denied tenure.

**Appendix F** also provides details of exceptions approved through a Search Waiver process. These hires represent situations where extraordinary circumstances made it highly unlikely we could fill the position competitively. We also grant waivers for positions representing a transfer of funding sources. The Chief Diversity Officer and University management approve search waiver applications.

## **Recruiting Activity**

CUNY is committed to equitable practices to recruit a diverse and highly qualified workforce. The

Chief Diversity Officer reviews applicant data and recruiting outcomes to determine if there is a need to adjust recruiting and outreach plans.

Prior to posting a job vacancy, the Chief Diversity Officer reviews Physical and Mental Qualifications and posting language in general. They also review Recruiting Plans for intended outreach. We post open positions and Civil Services Notices of Exam on our careers page (for faculty, 30-60 days and for staff, 14-30 days).

We invite candidates to self-identify gender, race/ethnicity, disability status, and veteran status and inform them that self-identification is voluntary.

We conduct most faculty and administrative hiring by appointing a diverse Search Committee for initial screening. The Chief Diversity Officer provides an orientation, or “charge”, to committee members on effective selection practices, including practices aimed at reducing potential for bias. The Chief Diversity Officer reviews applicant pools for sufficient representation and certifies pools prior to committee review, and reviews selections again as searches near completion. Committees refer finalist candidates to the hiring manager(s) for a final selection.

**Appendix G** summarizes recruiting and selection by job group for searches concluded with a job offer between June 1, 2020 and May 31, 2021.

As per federal Internet Applicant guidelines, an “applicant” is someone who applies to a specific opening, has the minimum qualifications, is considered, and does not withdraw. We analyze applicant pools and selection rates for interviews, offers, and hires.

We report all searches resulting in an offer during the previous plan year. For some searches, notably faculty, there is a time gap between offer and start dates. To avoid a lag in reporting, we include searches based on date of accepted job offer, even if the employee has not started work before June 1. This circumstance explains differences between the personal activity reports and recruitment reports.

**Total applicants:**

There were 2,178 applicants for 15 job searches conducted in Queens College for staff and faculty. Of the 2,178 applicants, 1,093 applicants were Females; 1,400 were Total Minorities; 385 were Asian; 524 were Black/African American; 434 were Hispanic/Latino and 57 were Two or more races in EEO categories.

**Interview:**

There was a total of 65 applicants interviewed with 34 Females and 39 Total Minorities in EEO categories. In Executive/Administrative/Managerial - Administrative 2: There were 21 applicants interviewed: 11 Females; 11 Total Minorities; 3 Asian; 1 Black/African Americans; 6 Hispanic/Latinos and 1 with two or more races. In Executive/Administrative/Managerial – Security Manager: There were 12 applicants interviewed: 3 Females; 7 Total Minorities; 3 Black/African Americans; 3 Hispanic/Latinos and 1 with two or more races. In Professional Faculty – Faculty Professorial: There



was 1 applicant interviewed: 1 Female; 1 Total Minority; 1 Black/African Americans. In Professional Faculty – Faculty Lecturer: There was 5 applicants interviewed: 2 Female; 2 Total Minority; 1 Black/African American and 1 Hispanic/Latino. In Professional Non-Faculty – Administrative 3: There were 23 applicants interviewed: 16 Females; 15 Total Minorities; 4 Asian; 7 Black/African Americans; 3 Hispanic/Latinos and 1 with two or more races. In Professional Non-Faculty – IT Computer Professional: There were 3 applicants interviewed: 1 Female; 3 Total Minorities; 1 Asian; 1 Black/African American; and 1 Hispanic/Latino. Although fewer minorities were attracted in the Professional Faculty group, there were more minorities interviewed from other EEO category groups.

### **Hires:**

There were total of 16 candidates hired: 11 Female and 12 Total Minorities in EEO categories. In Executive/Administrative/Managerial - Administrative 2: 5 candidates were hired: 3 Females; 4 Total Minorities; 1 Asian; 2 Hispanic/Latinos and 1 with two or more races. In Executive/Administrative/Managerial – Security Manager: 1 candidate were hired: 1 Females. In Professional Faculty – Faculty Professorial: 1 candidate were hired: 1 Female; 1 Total Minority; 1 Black/African Americans. In Professional Faculty – Faculty Lecturer: 2 candidates were hired: 1 Female; 1 Total Minority; 1 Hispanic/Latinos. In Professional Non-Faculty – Administrative 3: 6 candidates were hired: 5 Females; 5 Total Minorities; 1 Asian; 2 Black/African American; 1 Hispanic/Latinos and 1 with two or more races. In Professional Non-Faculty – IT Computer Professional: 1 candidate were hired: 1 Total Minority; 1 Asian.

In the year of 2020 - 2021, we made 3 exception hires through a search waiver process and these 3 hires were female. These hires represent situations where extraordinary circumstances made it highly unlikely, we could fill the position competitively. The Chief Diversity Officer and university management approve waiver applications.

### **Civil Service Hiring**

We participated in Two (2) 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 interviews and hires according to Civil Service regulations. We report those 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 results.

#### **List pools in which you participated and number of hires.**

Pool	Hire	Race/Ethnicity	Gender
Campus Security Assistant	3	1- Hispanic/Latino 1 -Black/African American 1- Unknown	1- Male; 2 - Females
Electrician supervisor	1	White	Male
Mail Message Services Worker	3	2 Hispanic/Latino 1-White	2 - Males; 1 - Female

## Compensation

We develop pay plans according to instructions provided in bargaining unit contracts, Civil Service regulations, Prevailing Wage determinations, and university policies. Plans include the Executive Compensation Plan (ECP), Faculty and Non-Teaching Instructional Staff Pay Plan, Classified Civil Service Plans for Managerial and Non-Managerial Personnel, and Prevailing Wage schedules for Skilled Trades. CUNY's Trustees review and approve all pay plans.

The Chief Diversity Officer reviews overall practices such as:

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

Periodically, during the affirmative action plan period, the Chief Diversity Officer and the Assistant Vice President of Human Resources reviews various topics regarding compensation with members of the President's Cabinet.

## 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 and addresses:

- Prior-Year Programs
- 2021-2022 Planned Programs
- Ongoing Activities
- Internal Audit and Reporting.

### PRIOR-YEAR PROGRAMS

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

Expand networks for students, faculty, and staff

Help to prepare individuals to value cultural differences and treat people with dignity

Develop skills needed in a multicultural environment

Connected and engaged peers to be able to discuss race, culture, and gender issues in higher education

Learned skills needed in a multicultural environment

Helped to prepare individuals to value cultural differences

Enriched individuals and brought awareness to the campus community

As noted earlier, events related COVID-19 have limited some implementation plans.

Due COVID-19, most of the program has either canceled or turn in virtual activities.

### Summary of Campus Programs, 2020-2021

Program	Impact/Job Group
Prideful Conclusion to LGBTQ History Month	Queens College's LGBTQ History Month observances with two events open to the college community via ZOOM: <ul style="list-style-type: none"><li>• Queer in America: Navigating the Political Landscape</li><li>• The third annual CUNY Pridefest</li></ul>
Hispanic Heritage Month	HSI-STEM Bridges Across Eastern Queens—a QC-Queensborough Community College partnership dedicated to increasing the number of Hispanic and lower-income students

Program	Impact/Job Group
	earning four-year STEM degrees— is recognizing Hispanic Heritage Month with a panel discussion, featuring Hispanic and Latinx speakers from both colleges.
Queens College Libraries	The QC Libraries offered an online discussion on “Model Minority vs. Covid-19,” an online discussion on Asians in America, racism, and higher education. They focused on the current higher educational experience for Asians in America, who are facing the continuously evolving challenge of racism. They will also discuss how Asians in America can provide ally-ship and solidarity to other groups that are experiencing racial oppression.
QClass To Explore Women and Minority Voices in the Arts	QClass—the virtual series started this summer by Aaron Copland School of Music Director Michael Lipsey with a discussion on Women and Minority Voices in the Arts.
College to Present 15th Black Male Initiative Conference	The CUNY Black Male Initiative, a university-wide student development program, comprises more than 30 projects focused on increasing matriculation; retention; and graduation rates of underrepresented students, especially men of color. As part of the BMI at QC, Project ExCEL supports the educational success of underrepresented groups and all interested students, in particular Black and Latino males, through mentoring and academic and professional development workshop.
Diversity Discussed	This is the first Women’s Leadership Conference open to all faculty, staff, and students. This year’s theme is “Women Leading in the World of Business.” The program will include speakers and panels, presentations by

Program	Impact/Job Group
	legislators, and participation by representatives of prominent women's organizations.
Queens College Psychological Center (QCPC)	<p>The Queens College Psychological Center (QCPC) offered a project that can be of benefit during the pandemic:</p> <ul style="list-style-type: none"> <li>• QCPC has created an infographic for How to Follow the News While Maintaining Your Mental Health</li> </ul>
Queens College Counseling Center	The Counseling Center offered a virtual space for students to remain connected to one another and offer each other support during these difficult times.
Office of Institutional Advancement	Office of Institutional Advancement offered a virtual Professionals on Campus program: "Discrimination in the Age of Social Change: Legal Rights & Remedies" with a panel of attorneys from the law firm Vishnick McGovern Milizio LLP (VMM).
Center for Teaching & Learning	The Center for Teaching and Learning hosted a series of workshops on using the video conferencing tool "Zoom" for faculty and staff.
Center for Career Engagement and Internships	The Center for Career Engagement and internships offered a virtual Info session with Blake Johnson from Firmwide Diversity Campus Recruiting at JPMorgan Chase & Co. to showcase different undergraduate internship programs.
QC online employee training program Employee Sexual and Interpersonal Violence Prevention and Response Course (ESPARC)	<p>It is a goal of the College to provide all employees with basic information regarding the University's Policy on Sexual Misconduct and Policy on Equal Opportunity and Non-Discrimination. The objective is to enable employees to recognize and report behaviors, which might violate those policies, to the designated College officials.</p>

<b>Program</b>	<b>Impact/Job Group</b>
Office of Compliance and Diversity Programs (OCDP) in collaboration with The Mount Sinai Sexual Assault and Violence Intervention Program (SAVI)	OCDP offered trainings on Sexual Misconduct policy to Queens College students, faculty, and staff.
Office of Information Technology Services	Queens College ITS training teams offered training on how to use the following programs: <ul style="list-style-type: none"> <li>• Microsoft Teams and Planner</li> <li>• Microsoft Shifts</li> <li>• Microsoft OneNote</li> <li>• Microsoft Forms</li> <li>• Microsoft Excel</li> </ul>
Implementation of Search Committee Guidelines	The Office of Compliance and Diversity Programs (OCDP) Office incorporated CUNY Office of Recruitment and Diversity's Search Committee Guidelines in all recruitment search procedures by monitoring job descriptions, offering search committee trainings and posting supporting resources.
Implementation of CUNY Policy	The Chief Diversity Officer/Title IX Coordinator of Compliance and Diversity Programs continues to present updated CUNY policies on Sexual Misconduct, new Title IX regulations, affirmative action and EEO to administrative leaders as part of ongoing efforts to workplace diversity.
CUNY Increases Diversity, Equity and Inclusion with \$500,00 Grant from New York City Council	The Center for Ethnic, Racial and Religious Understanding at Queens College will lead the project with the Diversity, Equity and Inclusion (DEI) Incubator together to developed programmatic training for CUNY staff and faculty to build skills in the areas of bias recognition and mediation as well as cross-cultural communication skills, while promoting dialogues between diverse groups in individual campuses.
Office of Human Resources	Received access to a vast online

Program	Impact/Job Group
	training library through a LinkedIn Learning account.
Mellon Mays Undergraduate Fellowship Program	During this AAP period, Queens College continued to participated in the Mellon Mays Program which prepares students from underrepresented groups for a PhD in one of the designated fields.
Andrew W. Mellon Foundation, the CUNY Mellon Faculty Diversity Career Enhancement Initiative	Queens College will continue to participated with the Andrew Mellon Foundation to enhance Faculty Diversity, and inclusion.
Queens College LGBTQI + Pride parades	Coronavirus concerns have turned the LGBTQI + Pride parades into a virtual celebration for this year. The CUNY Queens Consortium, comprising CUNY Law School, LaGuardia Community College, Queens College, Queensborough Community College, and York College will use Zoom to present the borough's first virtual Pride parade.
Queens College President Frank H. Wu held a Virtual Town Hall on Diversity	Diversity will be a top priority in the next college strategic plan; ongoing input from and broad consultation with faculty, staff, students and alumni will be sought as part of the planning process.
CUNY Black Male Initiative Hosts Town Hall on Mental Health	The events of this year have caused widespread stress and trauma. Psychologists Jeff Gardere and Shatiece Riley and psychiatrist Henry McCurtis will explore common concerns when the CUNY Black Male Initiative presents the United States of Our Mental Health: Feelings, Fears, Future.
Queens College Library and Queens Public Library Present the following Online Programs in Fall 2020:	<p>Together they presented a virtual roundtable:</p> <ul style="list-style-type: none"> <li>• “Model Minority vs. COVID-19” that sparked reflection and debate across our communities</li> <li>• “How Can We Do Better? Creating a More Just and Inclusive Future” – a</li> </ul>

Program	Impact/Job Group
	series of online programs addressing issues of race, equity, justice, and political advocacy in higher education
Black Lives Matter and Anti-racism in Higher Education	Moderated by Queens College President Frank H. Wu. The Memory Project for an online discussion with scholars and members of the Queens College community about the historical context of racism in the United States and in the educational systems, and what we can do now to create positive change for current and future generations.
Queens College's Annual Reverend Dr. Martin Luther King Jr. Celebration	Co-hosted by President Frank Wu and Student Association President Zaire Couloute. Welcoming remarks by Donovan Richards, the first African American male to be elected Queens Borough President.
Faculty Fellowship Publication Program (FFPP)	President Frank H. Wu and Provost and Vice President for Academic Affairs Elizabeth Hendrey have announced that next semester, QC will be well represented in CUNY's Faculty Fellowship Publication Program, which assists untenured faculty with the design and execution of scholarly publications. Six members of the QC faculty have been chosen for the program.
Queens College Strategic Plan Virtual Town Halls	<p>QC has hosted five town halls meetings in the following topics:</p> <ul style="list-style-type: none"> <li>• Curriculum: An integrated, interdisciplinary, experiential academic foundation</li> <li>• Diversity, Equity, and Inclusion: A more diverse, equitable, and inclusive culture at QC</li> <li>• Faculty Scholarship and Creativity: Interconnected with teaching, learning, and student success</li> <li>• Fiscal Sustainability: Mission and</li> </ul>



Program	Impact/Job Group
	<p>values-aligned</p> <ul style="list-style-type: none"> <li>• Student Success and Student Life: A community of care in support of student success</li> </ul>
Trans Awareness Month	<ul style="list-style-type: none"> <li>• For November—Trans Awareness Month—QC organizations and their off-campus partners are hosting virtual events concerning transgender and gender-nonconforming people and the issues they face.</li> <li>• On Thursdays at 3 pm, the Queens College Gender, Love and Sexuality Alliance (GLASA) lead Queer Connect, a series of discussions focusing this month on the TG/GNC community. Queer Connect is co-sponsored by the Office of Student Development and Leadership at Queens College and the CUNY Office of Student Inclusion Initiatives</li> <li>• Shane Windmeyer, founder and executive director of Campus Pride, lead Stop the Hate! Safer Space Training on Friday, November 13, 2020. This program teaches CUNY student leaders, faculty, and staff how to create more inclusive campus and virtual spaces for the LGBTQIAA+ community—and train their peers to do the same.</li> <li>• Transgender Day of Remembrance-- Friday, November 20, 2020—honors the memory of victims of anti-transgender violence. QC marked this day at with a talk by Hunter College alumnx, educator, and trans activist Gracie Manning, followed by a multimedia presentation by Barbara Salva <i>of Long Island TDOR and Gender Equality New York/GENY</i></li> <li>• On Monday, November 23, Coach</li> </ul>

Program	Impact/Job Group
	<p>Mario Marin—from Gay Fight Club at Team Red Planet in Bed-Stuy—presented a trans-inclusive self-defense workshop. This empowering body-positive and gender-affirming session will teach trans and non-binary people, as well as all members of the LGBTQIA+ community and their allies, how to protect themselves from hate violence.</p>
<p>From the Office of Communications and Marketing</p>	<p>Queens College, along with Assemblywoman Nily Rozic, Yeshiva University, and New York City Commission on Human Rights, presented Anti-Asian Hate and Anti-Semitism Community Conversation and Bystander Training.</p>
<p>QClass To Explore Women and Minority Voices in the Arts</p>	<p>QClass—the virtual series started this summer by Aaron Copland School of Music Director Michael Lipsey with a discussion on Women and Minority Voices in the Arts.</p>
<p>College to Present 15th Black Male Initiative Conference</p>	<p>The CUNY Black Male Initiative, a university-wide student development program, comprises more than 30 projects focused on increasing matriculation; retention; and graduation rates of underrepresented students, especially men of color. As part of the BMI at QC, Project ExCEL supports the educational success of underrepresented groups and all interested students, in particular Black and Latino males, through mentoring and academic and professional development workshop.</p>

## 2021-2022 PLANNED PROGRAMS

In this section, we affirm placement goals and key initiatives.

### Planned Campus Programs, 2021-2022

Program	Expected Impact/Job Group
QC supported diversity and inclusion in June with a pair of Pride events	On Thursday, June 3, 2021, organizers from CUNY Law School, LaGuardia Community College, Queens College, Queensborough Community College, and York College hosted the CUNY Queens Consortium 2nd Annual Virtual LGBTQI+ Pride Celebration. The party featured live music, student performances, drag numbers, and cameos by community leaders, including City Council Member Daniel Dromm—Queens Pride co-founder—and other members of the New York City Council.
From the Office of the Provost	<p>The Office of the Provost at Queens College announced the 2021-2022 Collaborative Online International Learning (COIL) Faculty Fellowships. In keeping with the international goals of Queens College and working closely with the Center for Teaching &amp; Learning, the workshops will provide faculty support in the development of COIL into their courses.</p> <p>The aim of the COIL Faculty Fellowships is to offer select faculty the opportunity to learn about Collaborative Online International Learning, develop strategies for incorporating it into their courses, advance research with international colleagues, and expand QC's global presence.</p>
Asian/American Center (A/AC)	A/AC have developed an exciting Student Leadership Workshop Series for QC's undergraduate students, with the title "Asian Americans Redefine Race & Racism". The program will develop

Program	Expected Impact/Job Group
	student awareness and understanding about the fluid dynamics of race & inter-community relations as well as discrimination & exclusion faced by Asian Americans. Most of the workshop sessions consist of a short presentation by an invited speaker and a discussion with the student participants.
CUNY Queens LGBTQI+ Consortium Virtual Pride Celebration	The CUNY Queens LGBTQI+ Consortium will host a second virtual event celebrating LGBTQI+ Pride in the borough of Queens.
4th Annual CUNY Pridefest at Queens College	Faculty, staff, and students from CUNY's (11) senior colleges, (7) community colleges and (7) honors and professional schools will celebrate their virtual pride this year with a celebration that includes exciting drag performances to entertain us, talented musical acts to keep the energy alive and more.
Global Scholars Program Names Six Faculty	Six QC faculty members have been chosen to participate in Global Scholars Achieving Career Success (GSACS), a multinational program supported by the Stevens Initiative <a href="https://stevensinitiative.org/">https://stevensinitiative.org/</a> . They will enable students to investigate the world through the lens of a UN Sustainable Development Goal while engaging in collaborative experiential learning and class-to-class virtual exchange with peers from universities in the Middle East and North Africa.
QC Africana Studies Publish & Flourish: Professional Writing and Publishing Strategies in Crazy (Making) Times	Joycelyn Moody (University of Texas at San Antonio), former editor of African American Review and current series editor of the Cambridge UP book series, African American Literature in Transition, will presents strategies for improving the writing process. Attention will be given to coping with the unusual limits imposed by COVID-19 and the

Program	Expected Impact/Job Group
	pervasive demands of academic life as well as their impact on generating publications. Sit 'n' Write is brought to us by the Africana Studies Kodjoe Group in cooperation with QC SEEK and the support of the Mellon Foundation.
National Hispanic Heritage Month	Celebrated annually from September 15 through October 15, it begins mid-month in acknowledgment of the celebrations of national independence by a number of Latin American countries that begin September 15. During this time, which was established to pay tribute to the generations of Hispanic Americans who have positively enriched our nation and society, Queens College will host a number of events celebrating Hispanic Heritage Month. These events will be included among the listings in This Week at QC, which everyone on campus receives each Monday morning in their inboxes.
The Information Technology Services in Queens College offers training to faculty and staff	The ITS Training Team, in collaboration with Microsoft, is offering 60 to 90-minute training sessions to the faculty and staff user community. Register for sessions on Teams, OneDrive, OneNote, Forms, SharePoint and many more topics.
QC Africana Community Conversations - Sponsored by Africana Studies with the support of the Mellon Grant	Discussion on The Changing Tide in Haiti: Can the Diaspora Steer the Flow? The recent earthquakes and the assassination of Haitian President Jovenel Moïse have raised old and new questions on the sovereignty of the people living in the Black democratic republic of the Western Hemisphere. Join this conversation on how the Diaspora and Haitians can work together to help steer the tide. Moderator: Francois Pierre-Louis (Political Science). Panelists: Jean Eddy Saint Paul (CUNY Haitian Institute), Leonie M. Hermantin (Sant La Haitian Neighborhood Center),

Program	Expected Impact/Job Group
	Cécile Accilien (Department of Interdisciplinary Studies, Kennesaw State University).

## 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 utilizes an 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 individuals who have not participated.

Queens College continues to make efforts to expand recruitment and outreach efforts to create a diverse and inclusive campus community. The Office of Compliance and Diversity Programs – (OCDP), looks for recruiting events and fairs that may yield diverse candidate pools. OCDP reviews and approves all searches before they are posted and certifies the applicant pool before scheduling interviews. OCDP also ensures there is reasonable justification and a fair process for all searches. In addition, OCDP routinely updates resources and information on search processes to recruit a diverse applicant pool and hires from the information received from CUNY Central office. In order to continue fostering an inclusive atmosphere, the Provost's office and other departments have developed Faculty orientation programs, along with workshops, and electronic systems to assist with growth and obtaining tenure.

## INTERNAL AUDIT AND REPORTING

The Chief Diversity Officer posts and distributes notices of policies, new/revised regulations, and similar compliance information, and makes the Affirmative Action Plan available for public inspection. 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 programs

- Reviewing recruiting outreach and advertising
- Monitoring complaints/incident reports which may indicate underlying trends
- Reviewing personnel practices and the Affirmative Action Plan with management
- Advising management of program effectiveness and providing recommendations for improvement.

The Chief Diversity Officer works with Human Resources staff to assure employment records, including records in CUNY's HR Information System, are complete, accurate, and up to date.

## PART FOUR: INDIVIDUALS WITH DISABILITIES AND PROTECTED VETERANS

---

Federal regulations mandate Affirmative Action plans address hiring and advancement of Individuals with Disabilities and Veterans. This section, as mandated by regulation, covers:

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

### EQUAL OPPORTUNITY AND NON-DISCRIMINATION POLICY

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

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

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



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

The City University of New York is committed to a policy of equal employment and equal access in its educational programs and other activities. Diversity, inclusion, and an environment free from discrimination are central to CUNY's mission. CUNY posts its policies on non-discrimination, sexual misconduct, and affirmative action on its website. We have posted these policies on the internet.

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

## **REVIEW OF PERSONNEL PROCESSES**

We seek to ensure personnel processes support equal employment opportunity for employees and applicants who are Individuals with Disabilities and/or Protected Veterans. We periodically review practices for potential barriers to employment, training, and promotion.

Personnel practices do not stereotype Individuals with Disabilities or Protected Veterans or otherwise limit access to employment. We include Individuals with Disabilities and Veterans in media such as college publications and websites.

We invite employees to self-identify through an online self-service system. We invite applicants to self-identify through CUNY's online applicant tracking system.

CUNY maintains appropriate security measures for confidentiality of personal data.

We last conducted a self-identification campaign in 2018.

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

We ensure physical and mental qualifications are job-related and consistent with business necessity and safety. We periodically review physical and mental qualifications as they relate to employment, training, and promotion.

We review position requirements before listing a job vacancy. We review any new job qualifications or conditions to ensure they would not screen out qualified Individuals with Disabilities or Protected Veterans.

CUNY's Civil Service unit reviews job requirements prior to issuing new or revised Civil Service job descriptions. The university also provides a checklist for planning a recruiting effort with a sign-off on job requirements.

## REASONABLE ACCOMMODATIONS

We provide reasonable accommodations to Individuals with Disabilities and Disabled Veterans in employment matters. As per the policy on Implementing Reasonable Accommodation and Academic Adjustments, Human Resources Directors are responsible for responding to accommodation requests by applicants, employees, contractors, visitors, and others.

Employee requests for reasonable accommodations are received and processed by:

Name: Lee Kelly  
Title: Assistant Vice President of Human Resources  
Location: Human Resources – Kiely Hall – Room 163  
Phone: (718) 997-4455

Student requests for reasonable accommodations are received and processed by:

Name: Dr. Mirian Detres-Hickey  
Title: Director of Special Services  
Location: Special Services for Students with Disabilities - Frese Hall - Room 111A  
Phone: (718) 997-5870

Student and Employees who believe that they have been denied a reasonable accommodation or who are dissatisfied with a decision may appeal to the Campus ADA Coordinator:

Name: Michael Das, Esq.  
Title: Director of Compliance and Investigations/Title IX Coordinator and 504/ADA Coordinator  
Location: Office of Compliance and Diversity Programs - Kiely Hall - Room 147  
Phone: (718) 997-5888

We have posted the Procedures for Implementing Reasonable Accommodation and Academic Adjustments on the internet.

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

Information for applicants for employment is provided on the Employment Page of the CUNY Website and Office of Human Resources. There is also a link at the bottom of each job posting on <https://cuny.jobs>, which directs the candidate to our accessibility page. Applicants may also contact the Office of Recruitment and Diversity at [jobs@cuny.edu](mailto:jobs@cuny.edu).

We provide reasonable accommodations to individuals based on: disability; pregnancy, childbirth, or medical condition related to pregnancy or childbirth; religious practice; and status as a victim of domestic violence, sex offense or stalking.

While recognizing requests may be resolved through dialogue, this year we documented 2 employee accommodation requests, successfully concluded 2 requests and were appealed 0 times. At this time there are 0 outstanding appeals. We responded to 0 job applicant accommodation requests, provided 0 times.

We also upgraded campus facilities to improve access in:

- Office of Facilities, Planning and Operations' Carpenters build sneeze guards in various locations to prevent the spread of COVID 19.
- Office of Facilities, Planning and Operations have been routinely monitored throughout the pandemic and cleaned in anticipation of the return to campus.
- Braille signage has been installed at stairwells to inform our visually-impaired community of the direction of traffic during the pandemic.

Note any other improvements (acquired equipment, upgraded technology) and others:

- Office of Information Technology Services replaced its current email system with Microsoft 365, a cloud-based email system.
- Office of Information Technology Services offered virtual Help Desk assistance to faculty and staff for Microsoft 365-related and general inquiries.
- Office of Information Technology Services upgraded the McAfee EPO server. This server manages the antivirus software on Queens College-owned computers.
- Office of Information Technology has assisted users with enabling live transcription for virtual meetings they hosted.
- Sign language interpreters have been hired for streamed events.
- Masks with clear vision panels that allow for lipreading were purchased and distributed throughout campus.

## **HARASSMENT PREVENTION**

CUNY has developed anti-harassment policies and procedures concerning Individuals with Disabilities and Protected Veterans. The 504/ADA Coordinator reviews personnel practices to ensure access and non-discrimination for Individuals with Disabilities. The Chief Diversity Officer reviews practices for Veterans.

## **EXTERNAL POLICY DISSEMINATION**

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

As noted above, CUNY posts its Non-Discrimination Policy on its employment website.

CUNY's Office of Labor Relations provides an annual notice of our policies to labor unions. Our establishment (or the university, as appropriate) sends written notice of the Affirmative Action Policy to subcontractors, vendors, and suppliers, requesting compliance.

## OUTREACH AND POSITIVE RECRUITING

### Summary of Prior-Year Outreach

This past year, we made the following outreach efforts to Veterans and Individuals with Disabilities:

Program / Effort	Impact/Discussion
Veteran Home Loan Presentation	VA helped Servicemembers, Veterans, and eligible surviving spouses become homeowners; they provide a home loan guaranty benefit and other housing-related programs help qualified veterans to buy, build, repair, retain, or adapt a home for personal occupancy.
NYU – Langone Health & Queens Vet Center (10/7/20)	<p><i>Steven A. Cohen Military Family Center</i> at NYU Langone, provided free, compassionate care for veterans and military families who are experiencing the long-term effects of all phases of military service and other life stresses, including relationship difficulties, school problems, and unemployment and relocation issues.</p> <p><i>Vet Centers</i> are community-based counseling centers that provide a wide range of social and psychological services, including professional readjustment counseling to eligible Veterans, active duty service members, including National Guard and Reserve components, and their families. Readjustment counseling is offered to make a successful transition from military to civilian life or after a traumatic event experienced in the military. Individual, group, marriage and family counseling is offered in addition to referral and connection to</p>

Program / Effort	Impact/Discussion
	other VA or community benefits and services. Vet Center counselors and outreach staff, many of whom are Veterans themselves, are experienced and prepared to discuss the tragedies of war, loss, grief and transition after trauma.
NYS ACCESS-VR & CUNY LEADS (10/21/20)	Assisted individuals with disabilities to achieve and maintain employment and to support independent living
Diversity in Leadership Panel (10/26/20)	Presented by Lieutenant Colonel Olga E. Custodio who is a former United States Air Force officer who became the first female Hispanic U.S. military pilot. She was the first Hispanic woman to complete U.S. Air Force military pilot training.
Air Force ROTC (11/4/20)	Offered at more than 1,100 colleges and universities across the country, Air Force ROTC develops the leaders of tomorrow by preparing students to become officers in the U.S. Air Force while earning a college degree. In AFROTC, participants not only build lifelong friendships, but may also have the opportunity to pay for school through our scholarship programs.
Veterans Day Tribute (11/10/20)	Queens College recognized current and alumni student veterans for their military service.
FDM Group (12/2/20)	FDM's renowned Veterans Program bridges the gap between military service and a corporate career. Designed for ex-military personnel from all ranks and services, FDM strives to make their transition as smooth as possible with expert training, ongoing support and hands-on experience with industry-leading clients
<i>All of Us</i> -VA Research (2/10/21)	<i>All of Us</i> Research Program helped speed up medical breakthroughs for veterans. The VA is building upon its existing work with the Million Veterans

Program / Effort	Impact/Discussion
	<p>Program (MVP) by participating in All of Us to make sure that the Veteran population is represented in this very important research program. The VA was selected by NIH to be a Health Care Provider Organization (HPO). Both MVP and All of Us want to collect different types of health data to help accelerate research on human health</p>
<p>Queens College - VA Town Hall (2/17/21)</p>	<p>Senior college leaders addressed student veteran concerns related to COVID-19 pandemic and reopening efforts</p>
<p>NYC Civil Service Workshop 4/21/21</p>	<p>The Department of Citywide Administrative Services (DCAS) provided effective shared services to support the operations of New York City government.</p> <p>Most New York City jobs requires that candidates take and pass a competitive civil service exam before they can be hired. Section 55-a of the New York State Civil Service Law allows a qualified person with a certified mental or physical disability to be hired into competitive civil service positions without having to take an exam. This equity and inclusion program is administered by the Department of Citywide Administrative Services through the 55-a Program.</p>
<p>Film Friday's – therapeutic peer mentor group (2/26, 3/5, 3/12, 3/19, 3/26, 4/9, 4/16, 4/23,4/30, 5/7)</p>	<p>Project for Return and Opportunity in Veterans Education (PROVE) strived to create an environment in which student veterans can more easily access the resources they need to successfully transition from military life to student life.</p>
<p>Creating Strategies for Increasing Your Hiring of Veterans and Veterans and Military Spouses</p>	<p>An event will be specifically addressing strategies for increasing the hiring of veterans and military spouses</p>

The Veterans Support Services in Queens College connect the QC students to the QC community to assist in the transition from military to civilian life. The Veterans Support Services offers the below services to our veteran student:

- G.I. Bill® benefit exploration for student veterans and military dependents
- Dedicated staff members to help with the transition back to civilian life
- Priority registration for classes
- Tuition bill deferments
- Benefit navigation support and referrals to services through VetConnect NYC
- Outreach and veterans' education activities on campus and in partnership with Veterans on Campus NYC
- Advice on completing VA forms

### Planned Outreach for 2021-2022

We plan to pursue the following next year:

Program / Effort	Goals/Expected Impact
Recruiting Military Career Fair (8/26/21)	RecruitMilitary is an organization that provides active-duty military members, Guard and Reserve members and eligible family members with career assistance. As MNYSC HERC member institutions we are committed to hiring veterans to help reach this target population in our community
Veterans & Military Fall 2021 Virtual Orientation	Veterans Support Services (VSS) understands the issues faced by military and veteran students transitioning from service to college life and wants to make it as easy as possible for veterans to transition into the QC community. New and returning student veterans and military personnel are invited to join this virtual orientation where they will learn about various resources and meet the Veterans Affairs staff and leaders to discuss upcoming events and activities throughout the year

The Queens College Veteran Support Services is dedicated to fostering a sense of community and channels of communication among veterans, military personnel, and dependent students, and while enhancing their experience on campus. The college welcomes and supports these individuals and recognizes the contributions they

make as citizens and as students. We are proud of the level of diversity and academic excellence they bring to our school.

Veteran Support Services (VSS) has been designed specifically to address the multiple needs of veteran and military students at QC. The VSS team offers collaborative academic and supportive services in a number of areas. In addition, we provide referrals to local community and government agencies that can offer assistance with housing, medical, and mental health issues.

Ongoing efforts include:

- Disseminating information concerning employment opportunities to outlets reaching Disabled Veterans, other Protected Veterans, and Individuals with Disabilities
- Advertising job openings with a variety of external resources, including required reporting to the New York State Labor Department and related agencies
- Filing the annual federal VETS-4212 report
- Assisting Veterans with a passing score on a competitive Civil Service examination to apply for additional points based on Veteran or Disabled Veteran Status (as per NY State statute)
- Assisting qualified Individuals with Disabilities with to classified competitive Civil Service titles without an examination (55(a) Program).

## **INTERNAL POLICY DISSEMINATION**

To foster positive support for Affirmative Action programs for Protected Veterans and Individuals with Disabilities, we have:

- Included policies in manuals and other publications
- Explained policies and individual responsibilities to senior management and supervisors
- Conducted training for employees involved in recruitment, selection, and promotion decision-making
- Discussed policies in employee orientation and management training programs
- Included information on the accomplishments of Disabled Veterans, other Veterans, and Individuals with Disabilities in unit communications
- Posted CUNY Procedures for Implementing Reasonable Accommodation and Academic Adjustments on bulletin boards, along with the CUNY Policy on Non-Discrimination (which also covers protection from harassment on the basis of disability)
- Featured persons who are Individuals with Disabilities in handbooks or similar publications
- CUNY Sexual Misconduct Policy is posted in the Queens College website



- Title IX/CUNY Policy on Sexual Misconduct Training for Student Club, Athletics, and the Summit
- Title IX/CUNY Policy on Sexual Misconduct training for Faculty, Staff and Public Safety Officer
- Senior Cabinet Compensation Meeting
- Provost's Faculty Diversity Fellows program

## IMPLEMENTATION RESPONSIBILITY

As part of its efforts to ensure equal employment opportunity to Disabled Veterans, other Veterans, and Individuals with Disabilities, we have designated specific responsibilities.

### The President

The President, Frank Wu oversees Affirmative Action and compliance programs. The President appoints a 504/ADA Coordinator to oversee compliance and provides support and resources for Affirmative Action and compliance. The 504/ADA Coordinator and the Chief Diversity Officer report issues uncovered in interview reviews to the President who oversees appropriate responses.

### 504/ADA Coordinator

As 504/ADA Coordinator, Michael Das, Esq.

- Chairs 504/ADA Committee
- Monitors 504/ADA compliance
- Reviews and resolve issues such as disputed accommodation decisions
- Maintains records of accommodation requests and outcomes
- Ensures records are stored securely and confidentiality is maintained
- Provides training as needed on issues related to Individuals with Disabilities.

### 504/ADA Committee

The 504/ADA Committee advises the 504/ADA Coordinator. It includes representatives from various departments, and programs, including programs for Veterans and Individuals with Disabilities. Members are:

Name: Annette Durrant, Esq. (Served in reporting year 2020-2021)  
 Title: Interim Chief Diversity Officer, Title IX Coordinator, and 504/ADA Coordinator  
 Office: Office of Compliance and Diversity Programs

Name: Denese Gordon  
 Title: Director, Chief Superintendent  
 Office: Buildings and Grounds

Name: Dr. Mirian Detres-Hickey  
Title: Director of Special Services  
Office: Special Services

Name: Anastasia Koutsidis  
Title: Director, Campus Safety  
Office: Office of Public Safety

Name: Lee Kelly  
Title: Assistant Vice President of Human Resources  
Office: Human Resources

## **Other Officials**

Other officials assume help assure compliance with regulations through working with management to fund, identify and implement accommodations and other accessibility improvements.

## **University Management**

CUNY's Office of Recruitment and Diversity manages systems that capture self-identification data and provides data support to the campuses. The Office also administers CUNY's 55(a) program to provide opportunities in Civil Service positions to Individuals with Disabilities.

## **TRAINING**

We assure individuals involved with recruitment, selection, promotion, disciplinary actions, training, and similar activities receive an orientation on relevant rules and regulations and the Affirmative Action Plan.

The Office of Compliance and Diversity Programs (OCDP) presents sexual harassment, Title IX, and EEO training for employees throughout the academic year. The trainings include information about reasonable accommodations and equal opportunities for veterans and individuals with disabilities. Additionally, the College continues to ensure that search committees are incorporating best practices in the realm of diversity recruitment. The Office of Compliance and Diversity Programs also includes information on best practices for interviewing applicants with disabilities when charging search committees. Throughout the Affirmative Action plan period, the CDO/Title Coordinator attended trainings, and webinars offered from the Central office, such as Affirmative Action Plan training and Chief Diversity Officer meetings to receive updated information regarding the best practices in faculty diversity recruitment. These recruitment efforts are designed to further enhance Queens College's faculty applicant pools of underrepresented groups.

All Queens College employees are required to attend the E-SPARC online training program which is provided through CUNY central. The University also requires employees to annually complete an online training on Workplace Violence prevention.

The Office of Compliance and Diversity Programs attended the following training and webinar:

- Affirmative Action Plan Training
- CUNY CDO meeting
- Title IX Tabletop training
- Title IX Regulations Training
- ESPARC Training
- Workplace Violence Training
- Support Refugees and immigrants' victims of violence on campus by customizing the SUNY Visa Resource; Title IX resources and high-quality guidance
- Web Seminar: Interpersonal Violence Prevention in Higher Education: Free and Low-Cost Resources
- Web seminar: Celebrating Diversity Through Disability: In Search of Common Values
- SUNY SPECTRUM 2020 Conference
- Webinar from the Hispanic Association of Colleges and University and the Higher Education Recruitment Consortium (HERC)- The Effective Strategies for Latinx Faculty Recruitment & Retention meeting
- Berkshire Associate webinar: Accommodation 101

Office of Human Resources attended the following training:

- Title IX Tabletop training
- OHRM meetings
- ESPARC Training
- Workplace Violence Training

## **AUDIT AND REPORTING SYSTEM**

The Chief Diversity Officer audits the effectiveness of outreach and Affirmative Action programs in general and monitors recruitment practices and discrimination claims related to status as a Veteran or Individual with a Disability.

The 504/ADA Coordinator oversees audit and reporting in support of Individuals with Disabilities. He/she identifies and addresses barriers to access and evaluates remedial actions.

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

## BENCHMARK COMPARISONS

### Staffing

**Appendix H** summarizes Individuals with Disabilities by job group. The US Department of Labor suggests a benchmark of 7.0% for each job group. There is no requirement to calculate underutilization or set placement goals.

There is no federal benchmark for Veteran utilization.

### Hiring Rates

The Exhibit on the following page illustrates hiring rates for Veterans and Individuals with Disabilities as compared with previous plan years, presented as prescribed by the US Department of Labor.

In March 2021, the federal government set the benchmark Hiring Rate for veterans at 5.6%, representing the prevalence of veterans in the United States workforce. There is no federal hiring rate benchmark for Individuals with Disabilities.

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

### Veterans Hiring Rate Benchmark

The benchmark, established annually by the US Department of Labor, is 5.6% as of March 2021.

Factor	2020-2021	2019-2020	2018-2019
A. Number of applicants who self-identified as Veterans before an offer of employment is made	26	61	93
B. Total number of job openings	15	30	60
C. Total number of jobs filled	16	33	100
D. Total number of applicants for all jobs	2,178	3,069	6,223
E. Number of Veteran applicants hired	0	0	0
F. Total number of applicants hired	16	33	100
<b>Hiring Rate (E divided by F)</b>	0%	0%	0%
<b>Federal Benchmark</b>	5.6%	5.7%	5.9%
<b>Benchmark Met (Yes/No)</b>	No	No	No

### Hiring Rate, Individuals with Disabilities

There is no recommended hiring benchmark for Individuals with Disabilities.

Factor	2020-2021	2019-2020	2018-2019
A. Number of applicants who self-identify as Individuals with Disabilities before an offer of employment is made	119	108	211
B. Total number of job openings	15	30	60
C. Total number of jobs filled	16	33	100
D. Total number of applicants for all jobs	2,178	3,069	6,223
E. Number of Individuals with Disabilities hired	1	1	3
F. Total number of applicants hired	16	33	100
<b>Hiring Rate (E Divided by F)</b>	6.3%	3.0%	3.0%

## APPENDICES

---

- A. SUMMARY ORGANIZATION CHART
- B. RE-AFFIRMATION LETTER
- C. JOB GROUPS AND LABOR MARKET AVAILABILITY
- D. ACADEMIC DEPARTMENTS BY DISCIPLINE AND COLLEGE LAB TECHNICIAN CATEGORY
- E. UTILIZATION ANALYSIS (ADMINISTRATORS AND STAFF, COLLEGE LAB TECHNICIANS, FACULTY)
- F. SUMMARY OF PERSONNEL ACTIVITIES
- G. SUMMARY OF RECRUITMENT ACTIVITIES
- H. UTILIZATION OF INDIVIDUALS WITH DISABILITIES

Appendices for the 2021-2022 Affirmative Action Plan

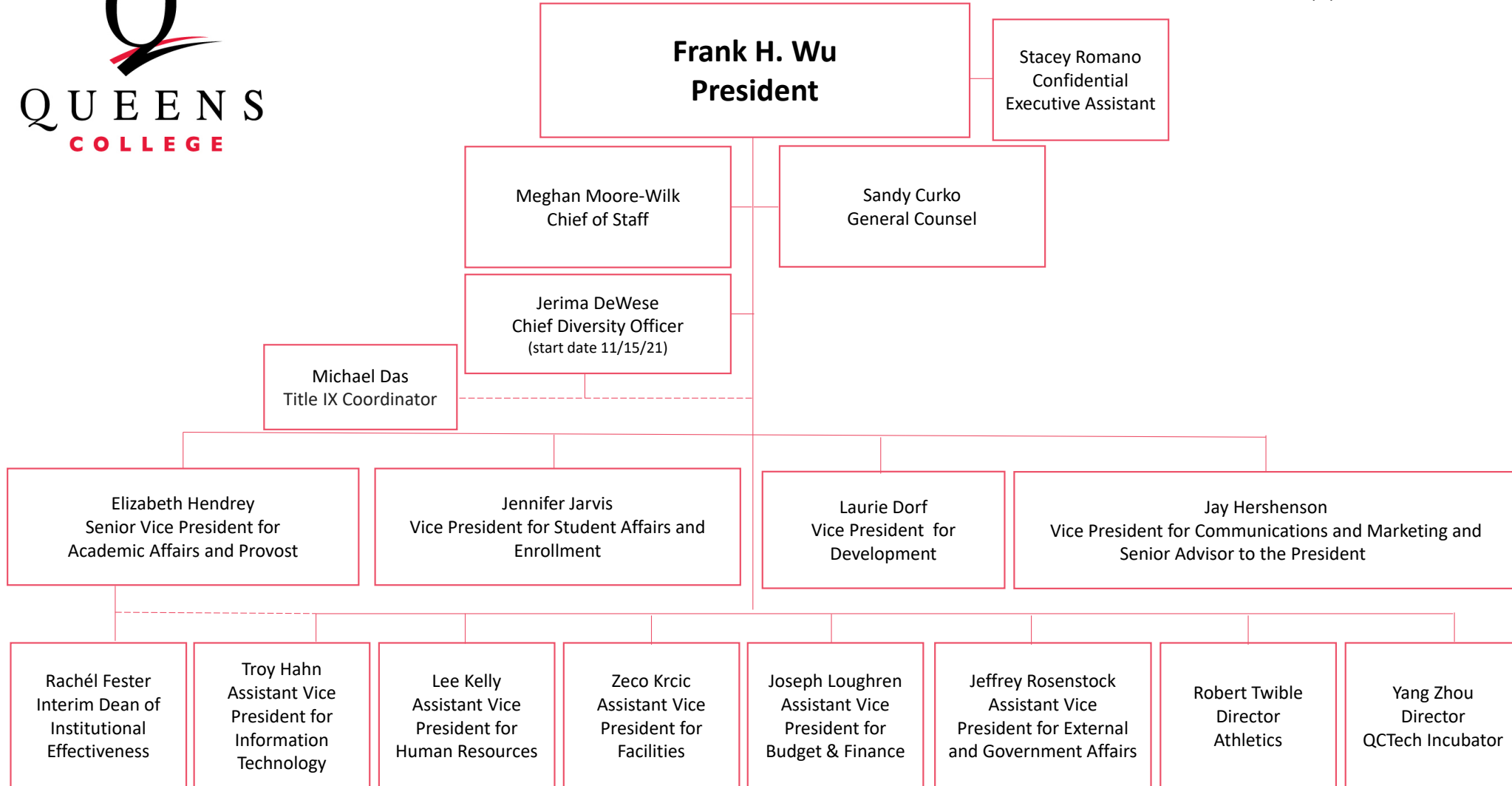
Appendix A                      Organization Chart

This Appendix contains a summary organization chart.





11/4/2021



Appendix B                      Reaffirmation Letter

This Appendix contains the most recent Reaffirmation Letter.



From President Frank H. Wu:

The City University of New York (CUNY) has a long-standing commitment to diversity and equal opportunity in all aspects of employment practices. At Queens College, I fully support the policies and practices that we have implemented to foster non-discrimination, affirmative action, diversity, and inclusion in the workplace. It is my belief that CUNY is enriched by the strengths of the people and perspectives represented here.

Affirmative action exemplifies the commitment to work towards achieving a society that is diverse and strives to be egalitarian and inclusive. CUNY's commitment to affirmative action is set forth in the Legislative Findings and Intent of the New York Education Law, Article 125, Section 6201: "Activities at the city university campuses must be undertaken in a spirit which recognizes and responds to the imperative need for affirmative action and the positive desire to have city university personnel reflect the diverse communities which comprise the people of the city and state of New York." Accordingly, I am committed to oversee Queens College's compliance with the CUNY Policies and Procedures on Equal Opportunity, Non-Discrimination, and on Sexual Misconduct.

The Equal Opportunity and Non-discrimination Policy states CUNY's commitment to recruit, employ, retain, promote, and provide benefits to employees regardless of race, color, creed, national origin, ethnicity, ancestry, religion, age, sex, sexual orientation, gender, gender identity, marital status, partnership status, disability, genetic information, alienage, citizenship, military or veteran status, unemployment status, pregnancy, or status as a victim of domestic violence/stalking/sex offenses, or any other legally prohibited basis in accordance with federal, state, and city laws. I remind you that Italian Americans are included among CUNY's protected groups. Additionally, as a federal contractor, CUNY engages in affirmative action consistent with federal requirements. I invite you to visit [www.qc.cuny.edu](http://www.qc.cuny.edu), [www.qc.cuny.edu/about/administration/AffirmativeAction/Pages/default.aspx](http://www.qc.cuny.edu/about/administration/AffirmativeAction/Pages/default.aspx), or [www.cuny.edu](http://www.cuny.edu), to view the Equal Opportunity Policy in its entirety, including the complaint procedures and prohibition against retaliation.

I have assigned the responsibility for the implementation and monitoring of our compliance program to the Interim Chief Diversity Officer, Annette Durant, Esq., who also serves as the Title IX Coordinator and 504/ADA Coordinator. Annette leads our office of Compliance and Diversity Programs which is open virtually for complaints of discrimination and sexual harassment. The vice presidents, deans, directors, managers, and supervisors share responsibility for ensuring our compliance with these policies and laws. Any individual who believes that he or she has experienced employment discrimination or sexual harassment and wishes

to make a complaint or inquiry should immediately call 718-997-5888 or email [TitleIX@qc.cuny.edu](mailto:TitleIX@qc.cuny.edu).

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

Appendix C                      Job Group Summary

This Appendix contains a summary of Job Groups.

This report lists those CUNY job groups for which the college has employees. Labor Market Availability factors (LMA) are listed for each group. LMA Factor 1 is the external Labor Market measure. LMA Factor 2 is an internal factor for employees who could be recruited or promoted into the group based on historical data for CUNY overall).

Groups with fewer than five employees are listed here but will not be included in Utilization Analysis worksheets. Individuals in the Chief Executive role are not included in this report.

Titles added to CUNY's job system in the past year are listed at the end of this Appendix. Not all titles were utilized by the College.

Further details on Job Groups and Labor Market Availability are provided in the Narrative.

Full Time Employee Count (excludes Chief Executive): 1,193

Labor Market Availability is an estimate used to benchmark utilization by job group. It represents the proportion of each protected group available for employment in the labor market from which CUNY recruits, internally and externally. CUNY typically reviews Labor Market Availability every other year. We utilize the following factors:

**Weighting of Internal/External Labor Market**

The internal labor market is university-wide and currently reflects the full-time employee population. We produce a weighted estimate based on 2016-2017 and 2017-2018 job moves of CUNY employees. We also identify typical feeder jobs and other conditions, such as permanency status.

**Geography**

We base geographic factors on both CUNY policy and actual hiring experience.

- National labor market for Administration 1 (Executive), Faculty–Professorial, and Faculty–Instructor.
- Two-state region (New York and New Jersey) for Faculty–Lecturer. IPEDS completion data is only available by State and recruiting is regional rather than national.
- New York State-only labor market where New York State residency is required by statute:
  - College Security Assistant
  - Campus Peace Officer
  - Campus Public Safety Sergeant
  - Security Manager.
- New York/New Jersey Metropolitan Statistical Area (MSA) for remaining job groups. A review of hires in 2018-2019 indicated 98.6% of new hires in these groups reside within this MSA. This area represents a large and highly diverse population.

**Qualifications for Non-Collegiate Faculty:**

- Occupational Group: Standard Occupational Classifications assigned to every job title, matched to Census Occupational Codes.
- Degree Requirements: the minimum requirement for the lowest-ranked job in each job group. These range from none through Master's level.
- Experience: where there is a requirement for a specific number of years of experience, we used age as a proxy, utilizing US Census standards; for example, a Bachelor's degree assumes a standard age of 21, and a Bachelor's degree plus four years of experience would correspond to a minimum age of 25.

**Qualifications for Collegiate Faculty**: we assign titles to Professorial, Instructor, or Lecturer job groups according to rank and calculate availability based on a combination of degree requirement and academic discipline.

- Degree Requirements:
  - Professorial: Doctoral Degree
  - Instructor: Master's Degree
  - Lecturer: Bachelor's or Master's Degree.
- Discipline: assigned to each faculty department using the US Department of Education's Classification of Instructional Programs (CIP). On an exception basis, we calculate a blended labor market availability or make individual discipline assignments.

**Category: Executive/Administrative/Managerial**

---

**Admin 1: Executive**

**Executive Compensation Plan (Other Than Chief Executive)**

**Labor Market Availability Factors**

LMA Factor	Weight	Explanation
1-External	50.00%	ACS 2013-2017 Nationwide workforce with Bachelors Degree or Higher and age of 29 or above (proxy for eight years' of post-Bachelor's experience) and in selected occupations: 0010 (Chief Executives), 0020 (General and Operations Managers), 0060 (Public Relations and Fundraising Managers), 0100 (Administrative Services Managers), 0110 (Computer and Information Systems Managers), 0120 (Financial Managers), 0136 (Human Resources Managers), and 0230 (Education Administrators).
2-Internal	50.00%	Employees in the following titles: HE Officer, Professor, Associate Professor, IT Computer Systems Manager (Levels 5 and higher), or Chief Administrative Superintendent (Levels 4 and higher) as of 6/1/2018.

**Employees: 21**

Title	Employees
Administrator	1
Assc Dean	1
Asst Vice President	9
Dean	6
Vice President	4

---

**Admin 2: Managerial**

**Manager-Level Administrators**

**Labor Market Availability Factors**

LMA Factor	Weight	Explanation
1-External	50.00%	ACS 2013-2017 NY/NJ MSA workforce with Bachelors Degree or Higher and age of 25 or above (proxy for four years' post-Bachelor's experience) and in selected occupations: 0020 (General and Operations Managers), 0060 (Public Relations and Fundraising Managers), 0200 (Administrative Services Managers), 0110 (Computer and Information Systems Managers), 0120 (Financial Managers), 0136 (Human Resources Managers), 0230 (Education Administrators), 0710 (Management Analysts), 2000 (Counselors), and 2100 (Lawyers).
2-Internal	50.00%	Employees in HE Assistant title as of 6/1/2018.

**Employees: 102**

Title	Employees
HE Associate	64
HE Officer	38

**Category: Executive/Administrative/Managerial**

---

**Managerial: Facilities**

**Facility Superintendents (Managerial)**

**Labor Market Availability Factors**

LMA Factor	Weight	Explanation
1-External	55.00%	2013-2017 ACS, NY/NJ MSA, Bachelor's Degree or higher plus four years of Post-Bachelor's experience (proxy minimum age of 25) and in the following occupations: 0410 (Real Estate and Property Managers), 1300 (Architects), 1360 (Civil Engineers), and 8620 (Stationary Engineerings and Boiler Operators).
2-Internal	45.00%	Employees in the titles of Sr Stationary Engineer, Project Manager, Principal Park Supervisor, Principal Custodial Supervisor, or Supervisor of Laborers and Maintenance Workers, Civil Service permanency not required, as of 6/1/2018.

**Employees: 2**

Title	Employees
Admin Supt Builds Grds	1
Chief Admin Supt - Competitive	1

---

**Managerial: Info Tech**

**Information Technology Managers (Managerial)**

**Labor Market Availability Factors**

LMA Factor	Weight	Explanation
1-External	60.00%	2013-2017 ACS, NY/NJ MSA workforce, no degree requirement; six years' work experience (proxy minimum age of 23) and in the following occupation: 0110 (Computer and Information Systems Managers).
2-Internal	40.00%	Employees in the title IT Senior Associate, Civil Service permanency not required, as of 6/1/2018.

**Employees: 2**

Title	Employees
IT Computer Systems Mgr	2



Category: Executive/Administrative/Managerial

---

Managerial: Security

Campus Security Managers (Managerial)

Labor Market Availability Factors

LMA Factor	Weight	Explanation
1-External	55.00%	2013-2017 ACS, NY/NJ MSA workforce, High School Diploma or higher with seven years' experience (proxy minimum age of 24) in the following occupations: 0425 (Emergency Management Directors) and 3710 (First-Line Supervisors of Police and Detectives).
2-Internal	45.00%	Employees with Civil Service permanency in the titles Campus Public Safety Sergeant or Campus Security Specialist as of 6/1/2018.

Employees: 4

Title	Employees
Campus Security Asst Dir	3
Campus Security Dir	1

**Category: Professional Faculty**

---

**Faculty: Lecturer**

**Lecturer Faculty excluding Librarians. Lecturers are eligible for a certificate of continuous employment but not tenure.**

**Labor Market Availability Factors**

LMA Factor	Weight	Explanation
1-External	100.00%	2016 NCES Degree Completions, Bachelor's or Masters, NY and NJ, for selected disciplines (first and second majors), not weighted.
2-Internal	0.00%	NA

**Employees: 101**

Title	Employees
Clinical Professor	3
Dist Lecturer	3
Lecturer	51
Lecturer Doct Sch	44

---

**Faculty: Librarian**

**CUNY Librarians with faculty appointments**

**Labor Market Availability Factors**

LMA Factor	Weight	Explanation
1-External	100.00%	2016 NCES Degree Completions, Master's level only, Nationwide, for Library Science Discipline.
2-Internal	0.00%	NA

**Employees: 15**

Title	Employees
Assc Professor	7
Asst Professor	6
Lecturer	2

Category: Professional Faculty

---

Faculty: Professoriate

Tenure-eligible faculty (excluding Librarians) for whom a terminal degree such as a Doctorate is required.

Labor Market Availability Factors

LMA Factor	Weight	Explanation
1-External	100.00%	2016 NCES Degree Completions, Doctoral, Nationwide for selected disciplines (first and second majors), not weighted.
2-Internal	100.00%	NA

Employees: 433

Title	Employees
Assc Professor	154
Asst Professor	93
Dist Professor	8
Professor	177
Visiting Professor	1

## Category: Professional Non-Faculty

---

### Accountant: Professional

#### Accountants (Professionals)

##### Labor Market Availability Factors

LMA Factor	Weight	Explanation
------------	--------	-------------

1-External	0.00%	Internal Only - Promotional Title
------------	-------	-----------------------------------

2-Internal	100.00%	Employees with Civil Service permanency in the following titles: Accounting Assistant, Purchasing Agent Assistant or EOC Accounting Assistant; as of 6/1/2018.
------------	---------	--

### Employees: 3

Title	Employees
Finance Accountant	2
Purchasing Agent	1

### Admin 3: Professional

#### Entry and Mid-Level Administrators (Professionals)

##### Labor Market Availability Factors

LMA Factor	Weight	Explanation
------------	--------	-------------

1-External	85.00%	ACS 2013-2017 NY/NJ MSA workforce with Bachelor's Degree or Higher and in the following occupations: 0630 (Human Resources Workers), 0740 (Business Operations Specialists), 0820 (Budget Analysts), 2000 (Counselors), 2550 (Education/Training/Library Workers), 2825 (Public Relations Specialists), 5000 (Supervisors of Office and Admin Support Workers), and 5250 (Customer Service Representatives).
------------	--------	--

2-Internal	15.00%	Employees who hold BA degrees and are in the following job groups: CUNY Office Assistant, CUNY Administrative Assistant, Accountant Technician or Accountant Professional as of 6/1/2018.
------------	--------	---

### Employees: 154

Title	Employees
Asst to HEO	69
HE Assistant	85

Category: Professional Non-Faculty

Admin 5: Engineer-Architect

Engineers, Architects and related

Labor Market Availability Factors

LMA Factor	Weight	Explanation
1-External	100.00%	2013-2017 ACS, NY/NJ MSA workforce, no degree requirement, in the following occupations: 0220 (Construction Managers), 0300 (Engineering Managers), 1300 (Architects, except Naval), 1360 (Civil Engineers), 1540 (Drafters), 1560 (Surveying and Mapping Technicians).
2-Internal	0.00%	NA

Employees: 2

Title	Employees
Project Mgr	2

Disability Accommodation Spec

Disability Accommodation Specialists

Labor Market Availability Factors

LMA Factor	Weight	Explanation
1-External	100.00%	As no unit has a minimum of five employees, availability is not calculated.
2-Internal	0.00%	NA

Employees: 1

Title	Employees
Disability Accommodations Spec	1

Info Tech: Professional

Information Technology Professionals

Labor Market Availability Factors

LMA Factor	Weight	Explanation
1-External	75.00%	2013-2017 ACS, NY/NJ MSA, High School Diploma or higher plus four years of Post-High School experience (proxy minimum age of 21) in the following occupations: 0740 (Business Operations Specialists), 1006 (Computer Systems Analysts), 1010 (Computer Programmers), 1020 (Software Developers, Applications and Systems Software), 1030 (Web Developers), 1060 (Database Administrators), and 1105 (Network and Computer Systems Administrators).
2-Internal	25.00%	Employees in the IT Support Assistant and CUNY Office Assistant titles, Civil Service permanency not required, as of 6/1/2018

Employees: 28

Title	Employees
IT Associate	15

Category: Professional Non-Faculty

IT Asst	7
IT Sr Associate	6

Nurse

Nurses

Labor Market Availability Factors

LMA Factor	Weight	Explanation
1-External	100.00%	As no unit within CUNY has a minimum of five employees, no availability was calculated.
2-Internal	0.00%	NA

Employees: 1

Title	Employees
Nurse	1

## Category: Administrative Support Workers

### Accountant: Assistant

#### Accounting Support Staff (Accounting and Purchasing Agent Assistants, Payroll Staff)

#### Labor Market Availability Factors

LMA Factor	Weight	Explanation
1-External	70.00%	ACS 2013-2017 NY/NJ MSA workforce with High School Diploma or Higher in the following occupations: 5140 (Payroll and Timekeeping Clerks), 5150 (Procurement Clerks), or 5120 (Bookkeeping, Accounting, and Auditing Clerks).
2-Internal	30.00%	Employees in titles CUNY Office Assistant or EOC Office Assistant, Civil Service permanency not required; as of 6/1/2018.

### Employees: 3

Title	Employees
Asst Purchasing Agent	2
Finance Accountant Asst	1

### Administrative Assistant

#### Administrative Support Staff-Senior Level

#### Labor Market Availability Factors

LMA Factor	Weight	Explanation
1-External	0.00%	Internal Only - Promotional Title
2-Internal	100.00%	Population of employees on the active CUNY Administrative Assistant Civil Service list #2055 (413 CUNY employees). CUNY Office Assistant Levels 3 or 4 with Civil Service permanency were eligible to take this examination.

### Employees: 17

Title	Employees
CUNY Admin Asst	17

### Mail Services Worker

#### Mail Services Workers

#### Labor Market Availability Factors

LMA Factor	Weight	Explanation
1-External	100.00%	2013-2017 ACS, NY/NJ MSA workforce, no degree requirement, in the following occupation: 5850 (Mail Clerks/Mail Machine Operators, Except Postal Service).
2-Internal	0.00%	NA

### Employees: 3

Title	Employees
Mail Message Svcs Worker	3

Category: Administrative Support Workers

---

Office Assistant

Administrative Support Staff-Entry Level

Labor Market Availability Factors

LMA Factor	Weight	Explanation
1-External	100.00%	2013-2017 ACS, NY/NJ MSA workforce, individuals with a High School Diploma or higher and in the following occupations: 5700 (Secretaries and Administrative Assistants), 5820 (Word Processors and Typists), 5860 (Office Clerks, General), and 5940 (Office Administrative Support Workers, all other).
2-Internal	0.00%	NA

Employees: 90

Title	Employees
CUNY Office Assistant	90



## Category: Technicians

---

### Admin 4: College Lab Technician

#### College Laboratory Technicians

#### Labor Market Availability Factors

LMA Factor	Weight	Explanation
1-External	100.00%	2013-2017 ACS, NY/NJ MSA workforce with High School Diploma or Higher. For the Scientific/Technical/IT specialty, in the following occupations: 1050 (Computer Support Specialists), 1965 (Other Life Physical and Social Science Technicians), 1910 (Biological Technicians), 1920 (Chemical Technicians), 1550 (Engineering Technicians), 2860 (Miscellaneous Media and Communications Workers). For the "Other" Specialty, 1050 (Computer Support Specialists), 1950 (Social Science Research Assistants), 2440 (Library Technicians), and 2860 (Miscellaneous Media and Communications Workers).
2-Internal	0.00%	NA

#### Employees: 39

Title	Employees
Chief College Lab Tech	5
College Lab Tech	11
Sr College Lab Tech	23

---

### Info Tech: Technician

#### IT Technical Support Workers

#### Labor Market Availability Factors

LMA Factor	Weight	Explanation
1-External	100.00%	2013-2017 ACS, NY/NJ MSA workforce, High School Diploma or higher in the following occupation: 1050 (Computer Support Specialists).
2-Internal	0.00%	NA

#### Employees: 5

Title	Employees
IT Support Asst	5

## Category: Craft Workers

### Basic Crafts-Buildings and Grounds

#### Buildings and Grounds Workers

#### Labor Market Availability Factors

LMA Factor	Weight	Explanation
1-External	80.00%	2013-2017 ACS, NY/NJ MSA workforce, no degree requirement, in the following occupations: 4210 (First-Line Supervisors of Landscape/Lawn Service/Grounds Workers), 4250 (Grounds Maintenance Workers), 7200 (Automotive Service Technicians and Mechanics), 7340 (Maintenance and Repair Workers-General), 9140 (Tax Drivers and Chauffeurs), and 9120 (Bus Drivers).
2-Internal	20.00%	Employees in the Custodian and Custodial Supervisor job groups, and employees in Helper titles in the Laborers and Helpers job group, Civil Service permanency not required, as of 6/1/2018.

#### Employees: 5

Title	Employees
Maintenance Worker	3
Motor Vehicle Mechanic	1
Supervisor (Maint&Labor)	1

### Laborers and Helpers

#### Entry-Level Craft Workers

#### Labor Market Availability Factors

LMA Factor	Weight	Explanation
1-External	60.00%	2013-2017 ACS, NY/NJ MSA workforce, no degree requirement, in the following occupations: 6600 (Helpers-Electricians, Helpers-Pipelayers, etc.) and 9630 (Laborers and Freight, Stock and Material Movers).
2-Internal	40.00%	Employees in the Custodial Assistant and Maintenance Worker titles, Civil Service permanency not required, as of 6/1/2018.

#### Employees: 14

Title	Employees
Electrician Helper	1
Laborer	10
Plumber Helper	1
Stock Worker	1
Stock Worker Supervisor	1

## Category: Craft Workers

### Skilled Trades: Not Supervisory

#### Skilled Tradespeople

#### Labor Market Availability Factors

LMA Factor	Weight	Explanation
1-External	75.00%	2013-2017 ACS, NY/NJ MSA workforce, no degree requirement, in the following occupations: 6230 (Carpenters), 6250 (Cement Masons/Concrete Finishers), 6335 (Electricians), 6420 (Painters and Paper Hangers), 6440 (Pipelayers, Plumbers, Pipefitters, and Steamfitters), 6460 (Plasterers and Stucco Masons), 6515 (Roofers), 6700 (Elevator Installers and Repairers), 7300 (Control and Valve Installers and Repairers), 7350 (Machinery Maintenance Workers), 7540 (Locksmiths and Safe Repairers), 8030 (Machinists), and 8610 (Stationary Engineers and Boiler Operators).
2-Internal	25.00%	Employees in the title of Maintenance Worker or in any of the Helper titles in the Laborer-Helper job group, Civil Service permanency not required, as of 6/1/2018.

#### Employees: 41

Title	Employees
Carpenter	3
Electrician	3
Elevator Mechanic	1
High Pressure Plant Tender	7
Locksmith	1
Oiler	1
Painter	3
Plumber	2
Stationary Engineer	17
Steamfitter	1
Thermostat Repairer	2

### Skilled Trades: Supervisory

#### Skilled Trades Supervisors

#### Labor Market Availability Factors

LMA Factor	Weight	Explanation
1-External	0.00%	Internal Only-Promotional Title
2-Internal	100.00%	Employees with Civil Service permanency in Skilled Trade job group titles corresponding to the supervisory titles as of 6/1/2018.

#### Employees: 3

Title	Employees
Electrician Supervisor	1
Stationary Engineer Sr	2

Category: Service Workers

Campus Peace Officer

Campus Security-Mid Level Staff

Labor Market Availability Factors

LMA Factor	Weight	Explanation
1-External	80.00%	2013-2017 ACS, New York State residents within the NY/NJ MSA workforce, with one year or more of College and in the occupation of 3850 (Police and Sheriffs Patrol Officers).
2-Internal	20.00%	Employees in the title of Campus Security Assistant, Civil Service permanency not required, as of 6/1/2018.

Employees: 15

Title	Employees
Campus Peace Officer	15

Campus Public Safety Sergeant

Campus Security Supervisors and Campus Security Specialists

Labor Market Availability Factors

LMA Factor	Weight	Explanation
1-External	0.00%	For Campus Public Safety Sergeant, Internal only (promotional title). For Campus Security Specialist, candidates on a Civil Service list as of 6/1/2018; however not calculated as demographic data was not available and a small number were hired externally.
2-Internal	100.00%	For Campus Public Safety Sergeant, employees in the title of Campus Peace Officer with Civil Service permanency and two years of permanent service as of 6/1/2018.

Employees: 6

Title	Employees
Campus Pub Safety Sergeant	4
Campus Security Specialist	2

Campus Security Assistant

Campus Security-Entry Level Staff

Labor Market Availability Factors

LMA Factor	Weight	Explanation
1-External	100.00%	2013-2017 ACS, New York State residents within the NY/NJ MSA workforce with High School Diploma or higher and one year of work experience (using proxy of minimum age of 18) and in the occupation of 3930 (Security Guards and Gaming Surveillance Officers).
2-Internal	0.00%	NA

Employees: 26

Title	Employees
Campus Security Asst	26

## Category: Service Workers

---

### Custodial: Assistant

#### Custodians-Entry Level

#### Labor Market Availability Factors

LMA Factor	Weight	Explanation
1-External	100.00%	2013-2017 ACS, NY/NJ MSA workforce, no degree requirement, in the occupation 4220 (Janitors and Building Cleaners).
2-Internal	0.00%	NA

#### Employees: 51

Title	Employees
Custodial Assistant	51

---

### Custodial: Supervisory

#### Custodial Supervisors

#### Labor Market Availability Factors

LMA Factor	Weight	Explanation
1-External	45.00%	2013-2017 ACS, NY/NJ MSA workforce, 8th Grade education or higher and in the occupation 4200 (First-Line Supervisors/Managers of Housekeeping and Janitorial Workers).
2-Internal	55.00%	Employees in the Custodial job group who are not temporary as of 6/1/2018.

#### Employees: 6

Title	Employees
Custodial Principal Supv	1
Custodial Sr Supervisor	2
Custodial Supervisor	3

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

Job Code and Title Name		Job Group
200602	Univ VC Std Aff and Enrollment	Admin 1: Executive
200604	Exec Dir Acad Aff-AstAdm	Admin 1: Executive
200605	Exec Dir Fellow and PSP-AstAdm	Admin 1: Executive
200606	Exec Dir CyberSec Prg-AstAdm	Admin 1: Executive
500302	Fleet Coordinator	Basic Crafts-Buildings and Grounds

## Appendix D College Lab Technicians Department-Discipline Assignments

This Appendix summarizes the mapping of College Laboratory Technicians to disciplines.

Categories assigned to College Laboratory Technicians (Administration 4 Group) are based on the academic department to which they are assigned. There are two possible categories: "Science, Technology and Engineering" and "All Other".

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

## Queens College

Total of College Lab Technicians, all levels: 39

**Discipline: College Lab Tech: Science, Tech, Eng.**

Employees: 26

Department ID	Department Name	Technicians
60088	Animal Facility	3
10033	Biology	5
10051	Chemistry And Biochemistry	5
10270	Dean of Math & Natural Science	1
10267	Earth & Environmental Sciences	2
60137	Library	1
10198	Media Studies	2
80073	Office of Information Tech	3
10228	Physics	4

**Discipline: College Lab Tech: Other**

Employees: 13

Department ID	Department Name	Technicians
10001	Aaron Copland School Of Music	3
10015	Anthropology	1
10021	Art	2
10083	Drama, Theatre & Dance	1
10112	Family Nutrition/Exercise Sci	2
10245	Psychology	3
10275	Secondary Ed & Youth Services	1



**Appendix D                      Faculty Department-Discipline Assignments**

This Appendix summarizes the mapping of faculty departments to academic disciplines.

This Appendix lists faculty department assignments and disciplines to which they are assigned for utilization reporting. Only departments with assigned faculty are listed here.

Disciplines listing fewer than five faculty in a job group are listed here but will not be included in the utilization analysis.

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

## Queens College

Total Faculty: 549

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

Faculty: 12

Department ID	Department Name	Faculty
10055	Classical/MiddleEastAsian L&Ct	12

**Discipline: Biological and Biomedical Sciences**

Faculty: 18

Department ID	Department Name	Faculty
10033	Biology	17
60015	Center, Biology Of Nat'L Sys	1

**Discipline: Business, Management, Marketing, Support**

Faculty: 41

Department ID	Department Name	Faculty
10005	Accounting & Information Sys	20
10088	Economics	21

**Discipline: Communications, Journalism, and Related**

Faculty: 13

Department ID	Department Name	Faculty
10198	Media Studies	13

**Discipline: Computer and Information Sciences and Support**

Faculty: 21

Department ID	Department Name	Faculty
10066	Computer Science	21

**Discipline: Education**

Faculty: 63

Department ID	Department Name	Faculty
65036	Educational & Community Prgms	24
10099	Elementary/Early Childhood Edu	18
10275	Secondary Ed & Youth Services	21

**Discipline: English Language and Literature/Letters**

Faculty: 49

Department ID	Department Name	Faculty
10062	Comparative Literature	5
10102	English	44

## Queens College

**Discipline: Foreign Languages, Literatures, and Linguistics**

Faculty: 20

Department ID	Department Name	Faculty
10111	European Language/Literature	10
10146	Hispanic Lang & Literatures	10

**Discipline: Health Professions and Related Programs**

Faculty: 22

Department ID	Department Name	Faculty
10188	Linguistics & Commun Disorders	22

**Discipline: History**

Faculty: 25

Department ID	Department Name	Faculty
10147	History	25

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

Faculty: 15

Department ID	Department Name	Faculty
60137	Library	15

**Discipline: Library Science (Program)**

Faculty: 7

Department ID	Department Name	Faculty
10186	Grad Sch Of Lib & Info Studies	7

**Discipline: Mathematics and Statistics**

Faculty: 31

Department ID	Department Name	Faculty
10195	Mathematics	31

**Discipline: Parks, Recreation, Leisure and Fitness Studies**

Faculty: 19

Department ID	Department Name	Faculty
10112	Family Nutrition/Exercise Sci	19

**Discipline: Philosophy and Religious Studies**

Faculty: 6

Department ID	Department Name	Faculty
10221	Philosophy	6

**Discipline: Physical Sciences**

Faculty: 41

Department ID	Department Name	Faculty
---------------	-----------------	---------

**Queens College**

10051	Chemistry And Biochemistry	13
10267	Earth & Environmental Sciences	15
10228	Physics	13

**Discipline: Psychology**

Faculty: 24

Department ID	Department Name	Faculty
10245	Psychology	24

**Discipline: Public Administration**

Faculty: 15

Department ID	Department Name	Faculty
10302	Urban Studies	15

**Discipline: Social Sciences**

Faculty: 52

Department ID	Department Name	Faculty
10015	Anthropology	14
10236	Political Science	17
10283	Sociology	21

**Discipline: Visual and Performing Arts**

Faculty: 55

Department ID	Department Name	Faculty
10001	Aaron Copland School Of Music	26
10021	Art	19
10083	Drama, Theatre & Dance	10

Appendix E-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. Where utilization is zero (0), underutilization exists but not to the level of one full-time equivalent employee. Blanks indicate no underutilization.

Underutilization numbers for females and total minorities represent placement goals as prescribed for federal Affirmative Action Plans.

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

## Queens College

Category: Executive/Administrative/Managerial

Job Group: Admin 1: Executive

Description: Executive Compensation Plan (Other Than Chief Executive)

Full-time Employees: 21

Employees in this group hold the following titles:

Title ID	Title Name
04315	Administrator
04320	Assc Dean
04316	Asst Vice President
04314	Dean
04702	Vice President

Utilization Report					
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino
Number of Employees	12	6	0	1	3
Underutilized (Y = Yes)			Y	Y	
Number Underutilized			2	1	
Actual Utilization Percent	57.1%	28.6%	0.0%	4.8%	14.3%
Labor Market Avail. Percent	44.2%	27.7%	9.8%	8.8%	7.9%

## Queens College

Category: Executive/Administrative/Managerial

Job Group: Admin 2: Managerial

Description: Manager-Level Administrators

Full-time Employees: 102

Employees in this group hold the following titles:

Title ID	Title Name
04075	HE Associate
04097	HE Officer

Utilization Report					
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino
Number of Employees	68	55	20	16	16
Underutilized (Y = Yes)				Y	
Number Underutilized				4	
Actual Utilization Percent	66.7%	53.9%	19.6%	15.7%	15.7%
Labor Market Avail. Percent	57.4%	48.1%	11.0%	19.6%	15.7%

Queens College

Category: Professional Non-Faculty

Job Group:

Admin 3: Professional

Description:

Entry and Mid-Level Administrators (Professionals)

Full-time Employees:

154

Employees in this group hold the following titles:

Title ID	Title Name
04017	Asst to HEO
04099	HE Assistant

Utilization Report					
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino
Number of Employees	108	109	37	36	33
Underutilized (Y = Yes)					
Number Underutilized					
Actual Utilization Percent	70.1%	70.8%	24.0%	23.4%	21.4%
Labor Market Avail. Percent	69.0%	43.4%	12.3%	16.7%	12.5%



Queens College

Category: Professional Non-Faculty

Job Group:

Info Tech: Professional

Description:

Information Technology Professionals

Full-time Employees:

28

Employees in this group hold the following titles:

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

Utilization Report					
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino
Number of Employees	3	21	13	3	5
Underutilized (Y = Yes)	Y				
Number Underutilized	9				
Actual Utilization Percent	10.7%	75.0%	46.4%	10.7%	17.9%
Labor Market Avail. Percent	42.3%	55.7%	28.0%	13.3%	12.7%

Queens College

Category: Administrative Support Workers

**Job Group:** Administrative Assistant  
**Description:** Administrative Support Staff-Senior Level  
**Full-time Employees:** 17

Employees in this group hold the following titles:

Title ID	Title Name
04804	CUNY Admin Asst

Utilization Report					
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino
Number of Employees	16	3	3	0	0
Underutilized (Y = Yes)		Y		Y	Y
Number Underutilized		9		6	4
Actual Utilization Percent	94.1%	17.6%	17.6%	0.0%	0.0%
Labor Market Avail. Percent	90.3%	68.0%	7.5%	36.3%	24.0%

Queens College

Category: Administrative Support Workers

**Job Group:** Office Assistant  
**Description:** Administrative Support Staff-Entry Level  
**Full-time Employees:** 90

Employees in this group hold the following titles:

Title ID	Title Name
04802	CUNY Office Assistant

Utilization Report					
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino
Number of Employees	81	51	14	12	25
Underutilized (Y = Yes)					
Number Underutilized					
Actual Utilization Percent	90.0%	56.7%	15.6%	13.3%	27.8%
Labor Market Avail. Percent	87.9%	40.0%	7.8%	14.3%	16.2%

## Queens College

Category: Technicians

**Job Group:** Info Tech: Technician

Description: IT Technical Support Workers

Full-time Employees: 5

Employees in this group hold the following titles:

Title ID	Title Name
04865	IT Support Asst

Utilization Report					
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino
Number of Employees	1	4	1	0	2
Underutilized (Y = Yes)				Y	
Number Underutilized				1	
Actual Utilization Percent	20.0%	80.0%	20.0%	0.0%	40.0%
Labor Market Avail. Percent	20.7%	50.4%	23.5%	10.6%	14.4%

## Queens College

Category: Craft Workers

**Job Group:** Skilled Trades: Not Supervisory

Description: Skilled Tradespeople

Full-time Employees: 41

Employees in this group hold the following titles:

Title ID	Title Name
04899	Carpenter
91717	Electrician
90710	Elevator Mechanic
91650	High Pressure Plant Tender
04905	Locksmith
04891	Oiler
91830	Painter
91915	Plumber
04915	Stationary Engineer
91925	Steamfitter
91940	Thermostat Repairer

## Utilization Report

	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino
Number of Employees	0	10	2	2	6
Underutilized (Y = Yes)	Y	Y		Y	Y
Number Underutilized	1	9		3	5
Actual Utilization Percent	0.0%	24.4%	4.9%	4.9%	14.6%
Labor Market Avail. Percent	2.2%	45.1%	4.3%	13.1%	25.6%

## Queens College

Category: Craft Workers

**Job Group:** Laborers and Helpers

Description: Entry-Level Craft Workers

Full-time Employees: 14

Employees in this group hold the following titles:

Title ID	Title Name
91722	Electrician Helper
90702	Laborer
91916	Plumber Helper
12200	Stock Worker
12202	Stock Worker Supervisor

Utilization Report					
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino
Number of Employees	0	10	1	6	3
Underutilized (Y = Yes)	Y				Y
Number Underutilized	3				3
Actual Utilization Percent	0.0%	71.4%	7.1%	42.9%	21.4%
Labor Market Avail. Percent	20.9%	72.0%	6.2%	23.7%	39.3%

## Queens College

Category: Craft Workers

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

Description: Buildings and Grounds Workers

Full-time Employees: 5

Employees in this group hold the following titles:

Title ID	Title Name
90698	Maintenance Worker
04906	Motor Vehicle Mechanic
91310	Supervisor (Maint&Labor)

Utilization Report					
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino
Number of Employees	0	1	0	0	1
Underutilized (Y = Yes)	Y	Y	Y	Y	Y
Number Underutilized	1	2	1	1	1
Actual Utilization Percent	0.0%	20.0%	0.0%	0.0%	20.0%
Labor Market Avail. Percent	16.1%	67.7%	11.7%	22.8%	31.3%

## Queens College

Category: Service Workers

**Job Group:** Campus Public Safety Sergeant

Description: Campus Security Supervisors and Campus Security Specialists

Full-time Employees: 6

Employees in this group hold the following titles:

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

Utilization Report					
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino
Number of Employees	1	6	2	3	1
Underutilized (Y = Yes)	Y				Y
Number Underutilized					1
Actual Utilization Percent	16.7%	100.0%	33.3%	50.0%	16.7%
Labor Market Avail. Percent	21.9%	88.1%	4.9%	53.8%	27.4%



Queens College

Category:   Service Workers

**Job Group:**               **Campus Peace Officer**  
**Description:**           Campus Security-Mid Level Staff  
**Full-time Employees:** 15

Employees in this group hold the following titles:

Title ID	Title Name
04844	Campus Peace Officer

Utilization Report					
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino
Number of Employees	6	14	3	8	3
Underutilized (Y = Yes)					
Number Underutilized					
Actual Utilization Percent	40.0%	93.3%	20.0%	53.3%	20.0%
Labor Market Avail. Percent	18.6%	53.8%	7.7%	24.1%	20.2%

## Queens College

Category: Service Workers

**Job Group:** Campus Security Assistant

Description: Campus Security-Entry Level Staff

Full-time Employees: 26

Employees in this group hold the following titles:

Title ID	Title Name
04841	Campus Security Asst

Utilization Report					
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino
Number of Employees	9	24	13	10	1
Underutilized (Y = Yes)					Y
Number Underutilized					4
Actual Utilization Percent	34.6%	92.3%	50.0%	38.5%	3.8%
Labor Market Avail. Percent	19.8%	71.2%	6.9%	41.4%	20.4%

## Queens College

Category: Service Workers

Job Group: Custodial: Supervisory

Description: Custodial Supervisors

Full-time Employees: 6

Employees in this group hold the following titles:

Title ID	Title Name
80561	Custodial Principal Supv
80535	Custodial Sr Supervisor
04862	Custodial Supervisor

Utilization Report					
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino
Number of Employees	5	5	0	5	0
Underutilized (Y = Yes)			Y		Y
Number Underutilized					2
Actual Utilization Percent	83.3%	83.3%	0.0%	83.3%	0.0%
Labor Market Avail. Percent	32.7%	74.5%	5.3%	30.5%	38.0%

Queens College

Category:   Service Workers

Job Group:

Description:

Full-time Employees:

Custodial: Assistant

Custodians-Entry Level

51

Employees in this group hold the following titles:

Title ID	Title Name
04861	Custodial Assistant

Utilization Report					
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino
Number of Employees	28	46	4	19	23
Underutilized (Y = Yes)					
Number Underutilized					
Actual Utilization Percent	54.9%	90.2%	7.8%	37.3%	45.1%
Labor Market Avail. Percent	26.9%	68.0%	5.1%	19.8%	41.5%

## Appendix E-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. When this number is zero (0), underutilization exists but not to the level of one full-time equivalent employee. Blanks represent no underutilization.

Underutilization numbers for females and total minorities represent specific placement goals as prescribed for federal Affirmative Action Plans.

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

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

Full-Time Employees: 26

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

**Department ID Department Name**

60088	Animal Facility
10033	Biology
10051	Chemistry And Biochemistry
10270	Dean of Math & Natural Science
10267	Earth & Environmental Sciences
60137	Library
10198	Media Studies
80073	Office of Information Tech
10228	Physics

**Utilization Report**

	Female	Total Minority	Asian/Nat. Haw./Oth Pac. Isl.	Black/African Am.	Hispanic/ Latino
<b>Number of Employees</b>	5	17	6	7	4
<b>Underutilized (Y = Yes)</b>	Y				
<b>Number Underutilized</b>	2				
<b>Actual Utilization Percent</b>	19.2%	65.4%	23.1%	26.9%	15.4%
<b>Labor Market Avail. Percent</b>	27.8%	49.3%	22.4%	10.6%	14.2%

**College Lab Tech: Other**

Full-Time Employees: 13

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

**Department ID Department Name**

10001 Aaron Copland School Of Music  
10015 Anthropology  
10021 Art  
10083 Drama, Theatre & Dance  
10112 Family Nutrition/Exercise Sci  
10245 Psychology  
10275 Secondary Ed & Youth Services

**Utilization Report**

	Female	Total Minority	Asian/Nat. Haw./Oth Pac. Isl.	Black/African Am.	Hispanic/ Latino
Number of Employees	3	3	1	0	2
Underutilized (Y = Yes)	Y	Y	Y	Y	
Number Underutilized	1	4	2	1	
Actual Utilization Percent	23.1%	23.1%	7.7%	0.0%	15.4%
Labor Market Avail. Percent	30.4%	50.7%	22.4%	10.3%	16.0%

Appendix E-3                      Utilization Analysis - Faculty By Discipline and Job Group

This Appendix provides a utilization analysis for Faculty for each Discipline and 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. Where utilization is zero (0), underutilization exists but not to the level of one full-time equivalent employee. Blanks indicate no underutilization.

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

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



Area, Ethnic, Cultural, Gender, and Group Studies

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

10055 Classical/MiddleEastAsian L&Ct

Job Group Faculty: Professoriate

Total Faculty: 10		Utilization Report				
		Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/Latino
Number of Faculty		5	8	5	0	1
Underutilized (Y = Yes)					Y	Y
Number Underutilized					1	1
Actual Utilization Percent		50.0%	80.0%	50.0%	0.0%	10.0%
Labor Market Avail. Percent		61.5%	45.2%	4.8%	13.4%	22.0%

## Queens College

## Biological and Biomedical Sciences

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

10033 Biology  
 60015 Center, Biology Of Nat'L Sys

**Job Group** Faculty: Professoriate

Total Faculty: 15

## Utilization Report

	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino
Number of Faculty	5	2	1	0	1
Underutilized (Y = Yes)	Y	Y	Y	Y	
Number Underutilized	3	2	1	1	
Actual Utilization Percent	33.3%	13.3%	6.7%	0.0%	6.7%
Labor Market Avail. Percent	53.3%	26.2%	11.4%	4.3%	7.8%

## Queens College

**Business, Management, Marketing, Support**

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

10005 Accounting & Information Sys  
10088 Economics

**Job Group Faculty: Professoriate**

Total Faculty:	28	Utilization Report				
		Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino
Number of Faculty		9	13	6	0	7
Underutilized (Y = Yes)		Y			Y	
Number Underutilized		3			6	
Actual Utilization Percent		32.1%	46.4%	21.4%	0.0%	25.0%
Labor Market Avail. Percent		42.9%	37.2%	7.0%	21.6%	6.5%

**Job Group Faculty: Lecturer**

Total Faculty:	13	Utilization Report				
		Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino
Number of Faculty		4	2	2	0	0
Underutilized (Y = Yes)		Y	Y		Y	Y
Number Underutilized		2	3		1	2
Actual Utilization Percent		30.8%	15.4%	15.4%	0.0%	0.0%
Labor Market Avail. Percent		46.7%	39.2%	13.0%	11.1%	13.0%

**Communications, Journalism, and Related**

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

10198                      Media Studies

**Job Group                      Faculty: Professoriate**

Total Faculty: 12		Utilization Report				
		Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/Latino
Number of Faculty		9	5	2	0	1
Underutilized (Y = Yes)					Y	
Number Underutilized					1	
Actual Utilization Percent		75.0%	41.7%	16.7%	0.0%	8.3%
Labor Market Avail. Percent		57.5%	18.7%	4.8%	5.2%	6.8%

## Queens College

## Computer and Information Sciences and Support

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

10066 Computer Science

**Job Group** Faculty: Professoriate

Total Faculty: 16

## Utilization Report

	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino
Number of Faculty	4	9	9	0	0
Underutilized (Y = Yes)				Y	Y
Number Underutilized				1	1
Actual Utilization Percent	25.0%	56.3%	56.3%	0.0%	0.0%
Labor Market Avail. Percent	20.8%	27.0%	10.9%	9.3%	4.5%

**Job Group** Faculty: Lecturer

Total Faculty: 5

## Utilization Report

	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino
Number of Faculty	1	1	1	0	0
Underutilized (Y = Yes)		Y		Y	Y
Number Underutilized		1			1
Actual Utilization Percent	20.0%	20.0%	20.0%	0.0%	0.0%
Labor Market Avail. Percent	20.5%	46.7%	22.3%	9.6%	12.1%

## Queens College

## Education

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

65036	Educational & Community Prgms
10099	Elementary/Early Childhood Edu
10275	Secondary Ed & Youth Services

**Job Group** Faculty: Professoriate

Total Faculty: 50

## Utilization Report

	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino
Number of Faculty	31	24	8	7	8
Underutilized (Y = Yes)				Y	
Number Underutilized				2	
Actual Utilization Percent	62.0%	48.0%	16.0%	14.0%	16.0%
Labor Market Avail. Percent	69.1%	33.2%	3.8%	18.8%	8.6%

**Job Group** Faculty: Lecturer

Total Faculty: 13

## Utilization Report

	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino
Number of Faculty	10	3	0	2	1
Underutilized (Y = Yes)			Y		Y
Number Underutilized			1		1
Actual Utilization Percent	76.9%	23.1%	0.0%	15.4%	7.7%
Labor Market Avail. Percent	78.3%	27.5%	4.8%	8.6%	12.3%

## Queens College

## English Language and Literature/Letters

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

10062 Comparative Literature  
10102 English

**Job Group** Faculty: Professoriate

Total Faculty: 40

## Utilization Report

	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino
Number of Faculty	23	11	5	3	3
Underutilized (Y = Yes)					
Number Underutilized					
Actual Utilization Percent	57.5%	27.5%	12.5%	7.5%	7.5%
Labor Market Avail. Percent	63.4%	14.6%	3.6%	4.2%	4.8%

**Job Group** Faculty: Lecturer

Total Faculty: 9

## Utilization Report

	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino
Number of Faculty	5	4	1	2	1
Underutilized (Y = Yes)	Y				Y
Number Underutilized	1				
Actual Utilization Percent	55.6%	44.4%	11.1%	22.2%	11.1%
Labor Market Avail. Percent	71.6%	33.6%	6.4%	9.7%	14.2%

## Queens College

## Foreign Languages, Literatures, and Linguistics

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

10111 European Language/Literature  
10146 Hispanic Lang & Literatures

## Job Group Faculty: Professoriate

Total Faculty: 18

## Utilization Report

	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino
Number of Faculty	12	9	0	1	8
Underutilized (Y = Yes)			Y		
Number Underutilized			1		
Actual Utilization Percent	66.7%	50.0%	0.0%	5.6%	44.4%
Labor Market Avail. Percent	59.2%	21.2%	3.9%	1.5%	13.4%



## Queens College

## Health Professions and Related Programs

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

10188 Linguistics &amp; Commun Disorders

**Job Group** Faculty: Professoriate

Total Faculty:	11	Utilization Report				
		Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/Latino
Number of Faculty		6	2	1	0	1
Underutilized (Y = Yes)			Y	Y	Y	
Number Underutilized			2	1	1	
Actual Utilization Percent		54.5%	18.2%	9.1%	0.0%	9.1%
Labor Market Avail. Percent		58.8%	32.0%	17.1%	6.2%	6.1%

**Job Group** Faculty: Lecturer

Total Faculty:	11	Utilization Report				
		Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/Latino
Number of Faculty		10	1	1	0	0
Underutilized (Y = Yes)			Y		Y	Y
Number Underutilized			3		2	1
Actual Utilization Percent		90.9%	9.1%	9.1%	0.0%	0.0%
Labor Market Avail. Percent		83.2%	39.2%	11.1%	15.0%	11.0%

**History**

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

10147 History

**Job Group Faculty: Professoriate**

Total Faculty: 24		Utilization Report				
		Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/Latino
Number of Faculty		14	4	0	2	2
Underutilized (Y = Yes)				Y		
Number Underutilized				1		
Actual Utilization Percent		58.3%	16.7%	0.0%	8.3%	8.3%
Labor Market Avail. Percent		46.3%	18.4%	2.1%	6.2%	7.9%

## Queens College

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

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

60137      Library

**Job Group****Faculty: Librarian**

Total Faculty:

15

**Utilization Report****Female****Total  
Minority****Asian/Nat.  
Haw./Other  
Pac. Isl.****Black/African  
Am.****Hispanic/  
Latino**

Number of Faculty

10

6

3

2

1

Underutilized (Y = Yes)

Number Underutilized

Actual Utilization Percent

66.7%

40.0%

20.0%

13.3%

6.7%

Labor Market Avail. Percent

82.8%

13.6%

4.0%

4.4%

3.8%

## Queens College

## Library Science (Program)

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

10186      Grad Sch Of Lib &amp; Info Studies

**Job Group**      **Faculty: Professoriate**

Total Faculty: 7

**Utilization Report**

	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino
Number of Faculty	3	4	3	0	1
Underutilized (Y = Yes)	Y			Y	
Number Underutilized	1			1	
Actual Utilization Percent	42.9%	57.1%	42.9%	0.0%	14.3%
Labor Market Avail. Percent	63.4%	26.8%	12.2%	7.3%	2.4%

## Queens College

**Mathematics and Statistics**

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

10195 Mathematics

**Job Group Faculty: Professoriate**

Total Faculty: 22

**Utilization Report**

	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino
Number of Faculty	2	3	3	0	0
Underutilized (Y = Yes)	Y	Y		Y	Y
Number Underutilized	4	2		1	1
Actual Utilization Percent	9.1%	13.6%	13.6%	0.0%	0.0%
Labor Market Avail. Percent	25.9%	24.2%	10.3%	3.7%	6.3%

**Job Group Faculty: Lecturer**

Total Faculty: 9

**Utilization Report**

	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino
Number of Faculty	4	1	0	1	0
Underutilized (Y = Yes)		Y	Y		Y
Number Underutilized		2	2		1
Actual Utilization Percent	44.4%	11.1%	0.0%	11.1%	0.0%
Labor Market Avail. Percent	41.1%	37.2%	17.3%	6.3%	10.8%

## Queens College

## Parks, Recreation, Leisure and Fitness Studies

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

10112 Family Nutrition/Exercise Sci

**Job Group** Faculty: Professoriate

Total Faculty:	14	Utilization Report				
		Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino
Number of Faculty		10	8	6	1	1
Underutilized (Y = Yes)					Y	Y
Number Underutilized						1
Actual Utilization Percent		71.4%	57.1%	42.9%	7.1%	7.1%
Labor Market Avail. Percent		38.2%	30.1%	5.8%	9.6%	12.3%

**Job Group** Faculty: Lecturer

Total Faculty:	5	Utilization Report				
		Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino
Number of Faculty		5	0	0	0	0
Underutilized (Y = Yes)			Y	Y	Y	Y
Number Underutilized			2			1
Actual Utilization Percent		100.0%	0.0%	0.0%	0.0%	0.0%
Labor Market Avail. Percent		38.2%	30.1%	5.8%	9.6%	12.3%

## Queens College

## Philosophy and Religious Studies

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

10221      Philosophy

**Job Group**      **Faculty: Professoriate**

Total Faculty: 6		Utilization Report				
		Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/Latino
Number of Faculty		3	1	0	0	1
Underutilized (Y = Yes)				Y	Y	
Number Underutilized						
Actual Utilization Percent		50.0%	16.7%	0.0%	0.0%	16.7%
Labor Market Avail. Percent		36.8%	16.7%	4.4%	5.5%	5.0%

## Queens College

## Physical Sciences

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

10051	Chemistry And Biochemistry
10267	Earth & Environmental Sciences
10228	Physics

**Job Group**      **Faculty: Professoriate**

Total Faculty: 38		Utilization Report				
		Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/Latino
Number of Faculty		7	11	9	0	1
Underutilized (Y = Yes)		Y			Y	Y
Number Underutilized		6			1	1
Actual Utilization Percent		18.4%	28.9%	23.7%	0.0%	2.6%
Labor Market Avail. Percent		33.3%	18.5%	7.8%	3.0%	5.3%



## Queens College

**Psychology**

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

10245 Psychology

**Job Group Faculty: Professoriate**

Total Faculty: 18

**Utilization Report**

	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino
Number of Faculty	9	4	3	1	0
Underutilized (Y = Yes)	Y	Y		Y	Y
Number Underutilized	5	1		1	2
Actual Utilization Percent	50.0%	22.2%	16.7%	5.6%	0.0%
Labor Market Avail. Percent	75.0%	29.3%	5.8%	8.8%	12.2%

**Job Group Faculty: Lecturer**

Total Faculty: 6

**Utilization Report**

	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino
Number of Faculty	6	1	1	0	0
Underutilized (Y = Yes)		Y		Y	Y
Number Underutilized		2		1	1
Actual Utilization Percent	100.0%	16.7%	16.7%	0.0%	0.0%
Labor Market Avail. Percent	79.0%	42.7%	8.7%	11.9%	19.5%

## Queens College

## Public Administration

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

10302 Urban Studies

## Job Group Faculty: Professoriate

Total Faculty: 12		Utilization Report				
		Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/Latino
Number of Faculty		7	6	3	1	0
Underutilized (Y = Yes)					Y	Y
Number Underutilized					1	1
Actual Utilization Percent		58.3%	50.0%	25.0%	8.3%	0.0%
Labor Market Avail. Percent		62.7%	31.4%	7.3%	18.1%	4.9%

## Queens College

## Social Sciences

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

10015	Anthropology
10236	Political Science
10283	Sociology

**Job Group** Faculty: Professoriate

Total Faculty:	45	Utilization Report				
		Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino
Number of Faculty		23	16	8	1	7
Underutilized (Y = Yes)					Y	
Number Underutilized					1	
Actual Utilization Percent		51.1%	35.6%	17.8%	2.2%	15.6%
Labor Market Avail. Percent		46.9%	20.7%	5.7%	5.5%	7.5%

**Job Group** Faculty: Lecturer

Total Faculty:	7	Utilization Report				
		Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino
Number of Faculty		3	1	1	0	0
Underutilized (Y = Yes)		Y	Y		Y	Y
Number Underutilized		1	2		1	1
Actual Utilization Percent		42.9%	14.3%	14.3%	0.0%	0.0%
Labor Market Avail. Percent		55.4%	43.1%	10.4%	12.7%	16.6%

## Queens College

## Visual and Performing Arts

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

10001	Aaron Copland School Of Music
10021	Art
10083	Drama, Theatre & Dance

**Job Group** Faculty: Professoriate

Total Faculty: 47

## Utilization Report

	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino
Number of Faculty	13	11	2	7	1
Underutilized (Y = Yes)	Y		Y		Y
Number Underutilized	11		2		1
Actual Utilization Percent	27.7%	23.4%	4.3%	14.9%	2.1%
Labor Market Avail. Percent	50.7%	19.6%	8.0%	4.0%	4.9%

**Job Group** Faculty: Lecturer

Total Faculty: 8

## Utilization Report

	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino
Number of Faculty	5	2	0	1	1
Underutilized (Y = Yes)		Y	Y		
Number Underutilized		1	1		
Actual Utilization Percent	62.5%	25.0%	0.0%	12.5%	12.5%
Labor Market Avail. Percent	62.2%	32.7%	8.3%	7.1%	13.7%

Appendix F-1                      Personnel Activity

This Appendix provides tables with detail on personnel activities.

Part One provides detail on personnel activity in the categories noted below, evaluated by job group and by EEO Category.

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

**Summary of Actions by Employee Job Group as of 6/1/2021**  
**Complete separations are listed under "NA" as employee had no job group at end of period.**

CY AAU	Change Type	Count of Empl_ID
ADMIN1-CORP-INIT	Joined Group-Outside Hire	1
ADMIN1-EXEC	Joined Group-From Lower Group	1
	Joined Group-Hire from Other College	2
	Move to Higher Group	1
	Separation for Other CUNY College	1
ADMIN2	Joined Group-Hire from Other College	1
	Joined Group-Outside Hire	5
	Higher Title within Group	1
ADMIN3	Joined Group-From Lower Group	3
	Joined Group-Outside Hire	2
	Move to Higher Group	3
	Separation for Other CUNY College	1
	Higher Title within Group	2
ADMIN4	Higher Title within Group	2
	Tenure Granted - No Title Change	1
CPSS	Separation for Other CUNY College	1
CUST-SUPV	Higher Title within Group	1
FAC-LECT	Joined Group-From Lower Group	1
	Joined Group-Outside Hire	3
	Move to Higher Group	1
	Higher Title within Group	1
	Lateral Change within Group	1
	Tenure Granted - No Title Change	4
FAC-PROF	Joined Group-From Lower Group	2
	Joined Group-Hire from Other College	1
	Joined Group-Outside Hire	10
	Joined Group-Returned to Faculty	4
	Move to Higher Group	2
	Return to Faculty Title	4
	Higher Title within Group	22
IT-MGR	Joined Group-Hire from Other College	1
IT-PRFL	Joined Group-Outside Hire	3
LABOR-HLPR	Joined Group-Outside Hire	1
MMSW	Joined Group-Outside Hire	1

<b>SEC-MGR</b>	Joined Group-Hire from Other College	1
<b>SKLTRD-SUPV</b>	Joined Group-From Lower Group	1
	Move to Higher Group	1
<b>(blank)</b>	(blank)	
<b>CSA</b>	Joined Group-Outside Hire	3
<b>FAC-LIBR</b>	Joined Group-Outside Hire	1
	Higher Title within Group	1
<b>NA</b>	Separation-Left CUNY	108
<b>Grand Total</b>		<b>207</b>

## Campus Summary-All Job Groups

			NET ADDITIONS		Additions by Type		NET SUBTRACTIONS		Subtractions by Type	
	Net Campus Changes #	Net Campus Changes %	Additions #	Additions %	Hire (Outside CUNY and Other CUNY College)	Transfers or Promotions into Current Job Group	Sub. #	Sub %	Separation (Left College or Left CUNY)	Transfers or Promotions out of Last Year's Job Group
<b>Total</b>	(75)		48		36	12	(123)		(111)	(12)
<b>Male</b>	(47)	63%	22	46%	15	7	(69)	56%	(62)	(7)
<b>Female</b>	(29)	39%	25	52%	20	5	(54)	44%	(49)	(5)
<b>Other/Unknown</b>	1	1%	1	2%	1	-	-	0%	-	-
<b>Total Min</b>	(22)	29%	27	56%	24	3	(49)	40%	(46)	(3)
<b>Asian</b>	(5)	7%	9	19%	9	-	(14)	11%	(14)	-
<b>Black</b>	(15)	20%	6	13%	6	-	(21)	17%	(21)	-
<b>Hispanic</b>	(2)	3%	11	23%	9	2	(13)	11%	(11)	(2)
<b>Other Minority</b>	-	0%	1	2%	-	1	(1)	1%	-	(1)
<b>Italian-American</b>	(7)	9%	4	8%	2	2	(11)	9%	(9)	(2)
<b>White (Not Ital)</b>	(47)	63%	16	33%	9	7	(63)	51%	(56)	(7)
<b>All White</b>	(54)	72%	20	42%	11	9	(74)	60%	(65)	(9)
<b>Unknown</b>	1	1%	1	2%	1	-	-	0%	-	-
<b>Veterans</b>	(3)	4%	-	0%	-	-	(3)	2%	(3)	-
<b>Individuals w/Disabilities</b>	(1)	1%	-	0%	-	-	(1)	1%	(1)	-

This chart displays net changes among all job groups. Therefore, transfers into a job group equal transfers out of a job group when viewed on a College-wide basis. Hires and separations include outside hires/separations and hires/separations from another CUNY unit.



EEO Category Summary  
Executive/Administrative/Managerial

		NET ADDITIONS		Additions by Type		NET SUBTRACTIONS		Subtractions by Type		CHANGES WITHIN CATEGORY (not counted in totals)	
	Net Category Changes	Additions #	Additions %	External Hires (CUNY or College)	Transfers or Promotions into this category	Subtractions #	Subtractions %	Separation (Left College or Left CUNY)	Transfers or Promotions out of this category	Advance-ments	Other Changes
Total	(11)	12		11	1	(23)		(18)	(5)	1	-
Male	(8)	4	33%	4	-	(12)	52%	(7)	(5)	-	-
Female	(4)	7	58%	6	1	(11)	48%	(11)	-	1	-
Other/Unknown	1	1	8%	1	-	-	0%	-	-	-	-
Total Min	-	6	50%	6	-	(6)	26%	(5)	(1)	1	-
Asian	-	2	17%	2	-	(2)	9%	(2)	-	-	-
Black	-	2	17%	2	-	(2)	9%	(2)	-	-	-
Hispanic	-	2	17%	2	-	(2)	9%	(1)	(1)	1	-
Other Minority	-	-	0%	-	-	-	0%	-	-	-	-
Italian-American	(4)	2	17%	2	-	(6)	26%	(6)	-	-	-
White (Not Ital)	(7)	4	33%	3	1	(11)	48%	(7)	(4)	-	-
All White	(11)	6	50%	5	1	(17)	74%	(13)	(4)	-	-
Unknown	-	-	0%	-	-	-	0%	-	-	-	-
Veterans	-	-	0%	-	-	-	0%	-	-	-	-
Individuals w/Disabilities	(1)	-	0%	-	-	(1)	4%	(1)	-	-	-

This chart summarizes moves of employees into and out of an EEO Job Category, which normally includes more than one job group. Moves between job groups within a category may appear in the "Internal Advancements" column.

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

		NET ADDITIONS		Additions by Type		NET SUBTRACTIONS		Subtractions by Type		CHANGES WITHIN JOB GROUP (not counted in totals)	
	Net Group Changes	Addition #	Additions %	Hire (Outside CUNY and Other CUNY College)	Joined Group from another Job Group	Sub. #	Sub %	Separation (Left College or Left CUNY)	Left for another Job Group	Advance-ments	Other Changes
<b>Total</b>	(5)	3		2	1	(8)		(4)	(4)	-	-
<b>Male</b>	(7)	-	0%	-	-	(7)	88%	(3)	(4)	-	-
<b>Female</b>	2	3	100%	2	1	(1)	13%	(1)	-	-	-
<b>Other/Unknown</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Total Min</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Asian</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Black</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Hispanic</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Other Minority</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>All White</b>	(5)	3	100%	2	1	(8)	100%	(4)	(4)	-	-
<b>Unknown</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Veterans</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Individuals w/Disabilities</b>	(1)	-	0%	-	-	(1)	13%	(1)	-	-	-

This chart summarizes moves of employees into and out of a single job group. Any job group could have a net loss or net gain, so additions do not necessarily equal subtractions.

**Job Group Summary**  
**Administration 2 (Managers)**

		NET ADDITIONS		Additions by Type		NET SUBTRACTIONS		Subtractions by Type		CHANGES WITHIN JOB GROUP (not counted in totals)	
	Net Group Changes	Addition #	Additions %	Hire (Outside CUNY and Other CUNY College)	Joined Group from another Job Group	Sub. #	Sub %	Separation (Left College or Left CUNY)	Left for another Job Group	Advance-ments	Other Changes
<b>Total</b>	(6)	6		6	-	(12)		(11)	(1)	1	-
<b>Male</b>	(1)	2	33%	2	-	(3)	25%	(2)	(1)	-	-
<b>Female</b>	(6)	3	50%	3	-	(9)	75%	(9)	-	1	-
<b>Other/Unknown</b>	1	1	17%	1	-	-	0%	-	-	-	-
<b>Total Min</b>	(1)	4	67%	4	-	(5)	42%	(4)	(1)	1	-
<b>Asian</b>	(1)	1	17%	1	-	(2)	17%	(2)	-	-	-
<b>Black</b>	(1)	1	17%	1	-	(2)	17%	(2)	-	-	-
<b>Hispanic</b>	1	2	33%	2	-	(1)	8%	-	(1)	1	-
<b>Other Minority</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>All White</b>	(5)	2	33%	2	-	(7)	58%	(7)	-	-	-
<b>Unknown</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Veterans</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Individuals w/Disabilities</b>	-	-	0%	-	-	-	0%	-	-	-	-

This chart summarizes moves of employees into and out of a single job group. Any job group could have a net loss or net gain, so additions do not necessarily equal subtractions.

**Job Group Summary**  
IT Manager

		NET ADDITIONS		Additions by Type		NET SUBTRACTIONS		Subtractions by Type		CHANGES WITHIN JOB GROUP (not counted in totals)	
	Net Group Changes	Addition #	Additions %	Hire (Outside CUNY and Other CUNY College)	Joined Group from another Job Group	Sub. #	Sub %	Separation (Left College or Left CUNY)	Left for another Job Group	Advance-ments	Other Changes
<b>Total</b>	-	1		1	-	(1)		(1)	-	-	-
<b>Male</b>	-	1	100%	1	-	(1)	100%	(1)	-	-	-
<b>Female</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Other/Unknown</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Total Min</b>	-	1	100%	1	-	(1)	100%	(1)	-	-	-
<b>Asian</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Black</b>	1	1	100%	1	-	-	0%	-	-	-	-
<b>Hispanic</b>	(1)	-	0%	-	-	(1)	100%	(1)	-	-	-
<b>Other Minority</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>All White</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Unknown</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Veterans</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Individuals w/Disabilities</b>	-	-	0%	-	-	-	0%	-	-	-	-

This chart summarizes moves of employees into and out of a single job group. Any job group could have a net loss or net gain, so additions do not necessarily equal subtractions.

**Job Group Summary**  
Security Manager

		NET ADDITIONS		Additions by Type		NET SUBTRACTIONS		Subtractions by Type		CHANGES WITHIN JOB GROUP (not counted in totals)	
	Net Group Changes	Addition #	Additions %	Hire (Outside CUNY and Other CUNY College)	Joined Group from another Job Group	Sub. #	Sub %	Separation (Left College or Left CUNY)	Left for another Job Group	Advance-ments	Other Changes
<b>Total</b>	-	1		1	-	(1)		(1)	-	-	-
<b>Male</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Female</b>	-	1	100%	1	-	(1)	100%	(1)	-	-	-
<b>Other/Unknown</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Total Min</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Asian</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Black</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Hispanic</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Other Minority</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>All White</b>	-	1	100%	1	-	(1)	100%	(1)	-	-	-
<b>Unknown</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Veterans</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Individuals w/Disabilities</b>	-	-	0%	-	-	-	0%	-	-	-	-

This chart summarizes moves of employees into and out of a single job group. Any job group could have a net loss or net gain, so additions do not necessarily equal subtractions.

EEO Category Summary  
Professional Faculty

		NET ADDITIONS		Additions by Type		NET SUBTRACTIONS		Subtractions by Type		CHANGES WITHIN CATEGORY (not counted in totals)	
	Net Category Changes	Additions #	Additions %	External Hires (CUNY or College)	Transfers or Promotions into this category	Subtractions #	Subtractions %	Separation (Left College or Left CUNY)	Transfers or Promotions out of this category	Advancements	Other Changes
Total	(42)	21		15	6	(63)		(62)	(1)	25	1
Male	(22)	12	57%	6	6	(34)	54%	(34)	-	14	-
Female	(20)	9	43%	9	-	(29)	46%	(28)	(1)	11	1
Other/Unknown	-	-	0%	-	-	-	0%	-	-	-	-
Total Min	(10)	11	52%	10	1	(21)	33%	(21)	-	8	-
Asian	(5)	5	24%	5	-	(10)	16%	(10)	-	3	-
Black	(5)	3	14%	3	-	(8)	13%	(8)	-	-	-
Hispanic	-	3	14%	2	1	(3)	5%	(3)	-	5	-
Other Minority	-	-	0%	-	-	-	0%	-	-	-	-
All White	(32)	10	48%	5	5	(42)	67%	(41)	(1)	17	1
Unknown	-	-	0%	-	-	-	0%	-	-	-	-
Veterans	(1)	-	0%	-	-	(1)	2%	(1)	-	-	-
Individuals w/Disabilities	-	-	0%	-	-	-	0%	-	-	-	-

This chart summarizes moves of employees into and out of an EEO Job Category, which normally includes more than one job group. Moves between job groups within a category may appear in the "Internal Advancements" column.

**Job Group Summary**  
Faculty-Professorial

		NET ADDITIONS		Additions by Type		NET SUBTRACTIONS		Subtractions by Type		CHANGES WITHIN JOB GROUP (not counted in totals)	
	Net Group Changes	Addition #	Additions %	Hire (Outside CUNY and Other CUNY College)	Joined Group from another Job Group	Sub. #	Sub %	Separation (Left College or Left CUNY)	Left for another Job Group	Advance-ments	Other Changes
<b>Total</b>	(19)	17		11	6	(36)		(35)	(1)	22	-
<b>Male</b>	(10)	10	59%	5	5	(20)	56%	(20)	-	13	-
<b>Female</b>	(9)	7	41%	6	1	(16)	44%	(15)	(1)	9	-
<b>Other/Unknown</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Total Min</b>	(4)	7	41%	7	-	(11)	31%	(11)	-	8	-
<b>Asian</b>	-	4	24%	4	-	(4)	11%	(4)	-	3	-
<b>Black</b>	(4)	1	6%	1	-	(5)	14%	(5)	-	-	-
<b>Hispanic</b>	-	2	12%	2	-	(2)	6%	(2)	-	5	-
<b>Other Minority</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>All White</b>	(15)	10	59%	4	6	(25)	69%	(24)	(1)	14	-
<b>Unknown</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Veterans</b>	(1)	-	0%	-	-	(1)	3%	(1)	-	-	-
<b>Individuals w/Disabilities</b>	-	-	0%	-	-	-	0%	-	-	-	-

This chart summarizes moves of employees into and out of a single job group. Any job group could have a net loss or net gain, so additions do not necessarily equal subtractions.

**Job Group Summary**  
Faculty-Lecturer

		NET ADDITIONS		Additions by Type		NET SUBTRACTIONS		Subtractions by Type		CHANGES WITHIN JOB GROUP (not counted in totals)	
	Net Group Changes	Addition #	Additions %	Hire (Outside CUNY and Other CUNY College)	Joined Group from another Job Group	Sub. #	Sub %	Separation (Left College or Left CUNY)	Left for another Job Group	Advance-ments	Other Changes
<b>Total</b>	(24)	4		3	1	(28)		(27)	(1)	1	1
<b>Male</b>	(12)	2	50%	1	1	(14)	50%	(14)	-	1	-
<b>Female</b>	(12)	2	50%	2	-	(14)	50%	(13)	(1)	-	1
<b>Other/Unknown</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Total Min</b>	(7)	3	75%	2	1	(10)	36%	(10)	-	-	-
<b>Asian</b>	(5)	1	25%	1	-	(6)	21%	(6)	-	-	-
<b>Black</b>	(2)	1	25%	1	-	(3)	11%	(3)	-	-	-
<b>Hispanic</b>	-	1	25%	-	1	(1)	4%	(1)	-	-	-
<b>Other Minority</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>All White</b>	(17)	1	25%	1	-	(18)	64%	(17)	(1)	1	1
<b>Unknown</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Veterans</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Individuals w/Disabilities</b>	-	-	0%	-	-	-	0%	-	-	-	-

This chart summarizes moves of employees into and out of a single job group. Any job group could have a net loss or net gain, so additions do not necessarily equal subtractions.



**Job Group Summary**  
**Professorial Faculty (Graduate Center)**

		NET ADDITIONS		Additions by Type		NET SUBTRACTIONS		Subtractions by Type		CHANGES WITHIN JOB GROUP (not counted in totals)	
	Net Group Changes	Addition #	Additions %	Hire (Outside CUNY and Other CUNY College)	Joined Group from another Job Group	Sub. #	Sub %	Separation (Left College or Left CUNY)	Left for another Job Group	Advance-ments	Other Changes
<b>Total</b>	(1)	-		-	-	(1)		(1)	-	-	-
<b>Male</b>	(1)	-	0%	-	-	(1)	100%	(1)	-	-	-
<b>Female</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Other/Unknown</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Total Min</b>	(1)	-	0%	-	-	(1)	100%	(1)	-	-	-
<b>Asian</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Black</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Hispanic</b>	(1)	-	0%	-	-	(1)	100%	(1)	-	-	-
<b>Other Minority</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>All White</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Unknown</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Veterans</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Individuals w/Disabilities</b>	-	-	0%	-	-	-	0%	-	-	-	-

This chart summarizes moves of employees into and out of a single job group. Any job group could have a net loss or net gain, so additions do not necessarily equal subtractions.

EEO Category Summary  
Professional Non-Faculty

	Net Category Changes	NET ADDITIONS		Additions by Type		NET SUBTRACTIONS		Subtractions by Type		CHANGES WITHIN CATEGORY (not counted in totals)	
		Additions #	Additions %	External Hires (CUNY or College)	Transfers or Promotions into this category	Subtractions #	Subtractions %	Separation (Left College or Left CUNY)	Transfers or Promotions out of this category	Advance- ments	Other Changes
<b>Total</b>	(3)	8	0%	5	3	(11)		(11)	-	2	-
<b>Male</b>	(5)	2	25%	2	-	(7)	64%	(7)	-	-	-
<b>Female</b>	2	6	75%	3	3	(4)	36%	(4)	-	2	-
<b>Other/Unknown</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Total Min</b>	2	6	75%	4	2	(4)	36%	(4)	-	2	-
<b>Asian</b>	1	2	25%	2	-	(1)	9%	(1)	-	-	-
<b>Black</b>	(2)	-	0%	-	-	(2)	18%	(2)	-	1	-
<b>Hispanic</b>	2	3	38%	2	1	(1)	9%	(1)	-	1	-
<b>Other Minority</b>	1	1	13%	-	1	-	0%	-	-	-	-
<b>All White</b>	(5)	2	25%	1	1	(7)	64%	(7)	-	-	-
<b>Unknown</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Veterans Individuals w/Disabilities</b>	(1)	-	0%	-	-	(1)	9%	(1)	-	-	-
	-	-	0%	-	-	-	0%	-	-	-	-

This chart summarizes moves of employees into and out of an EEO Job Category, which normally includes more than one job group. Moves between job groups within a category may appear in the "Internal Advancements" column.

**Job Group Summary**  
Accountant

		NET ADDITIONS		Additions by Type		NET SUBTRACTIONS		Subtractions by Type		CHANGES WITHIN JOB GROUP (not counted in totals)	
	Net Group Changes	Addition #	Additions %	Hire (Outside CUNY and Other CUNY College)	Joined Group from another Job Group	Sub. #	Sub %	Separation (Left College or Left CUNY)	Left for another Job Group	Advance-ments	Other Changes
<b>Total</b>	(1)	-		-	-	(1)		(1)	-	-	-
<b>Male</b>	(1)	-	0%	-	-	(1)	100%	(1)	-	-	-
<b>Female</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Other/Unknown</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Total Min</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Asian</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Black</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Hispanic</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Other Minority</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>All White</b>	(1)	-	0%	-	-	(1)	100%	(1)	-	-	-
<b>Unknown</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Veterans</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Individuals w/Disabilities</b>	-	-	0%	-	-	-	0%	-	-	-	-

This chart summarizes moves of employees into and out of a single job group. Any job group could have a net loss or net gain, so additions do not necessarily equal subtractions.

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

		NET ADDITIONS		Additions by Type		NET SUBTRACTIONS		Subtractions by Type		CHANGES WITHIN JOB GROUP (not counted in totals)	
	Net Group Changes	Addition #	Additions %	Hire (Outside CUNY and Other CUNY College)	Joined Group from another Job Group	Sub. #	Sub %	Separation (Left College or Left CUNY)	Left for another Job Group	Advance-ments	Other Changes
<b>Total</b>	(2)	5		2	3	(7)		(7)	-	2	-
<b>Male</b>	(3)	-	0%	-	-	(3)	43%	(3)	-	-	-
<b>Female</b>	1	5	100%	2	3	(4)	57%	(4)	-	2	-
<b>Other/Unknown</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Total Min</b>	2	4	80%	2	2	(2)	29%	(2)	-	2	-
<b>Asian</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Black</b>	(1)	-	0%	-	-	(1)	14%	(1)	-	1	-
<b>Hispanic</b>	2	3	60%	2	1	(1)	14%	(1)	-	1	-
<b>Other Minority</b>	1	1	20%	-	1	-	0%	-	-	-	-
<b>All White</b>	(4)	1	20%	-	1	(5)	71%	(5)	-	-	-
<b>Unknown</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Veterans</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Individuals w/Disabilities</b>	-	-	0%	-	-	-	0%	-	-	-	-

This chart summarizes moves of employees into and out of a single job group. Any job group could have a net loss or net gain, so additions do not necessarily equal subtractions.

**Job Group Summary**  
IT Computer Professional

		NET ADDITIONS		Additions by Type		NET SUBTRACTIONS		Subtractions by Type		CHANGES WITHIN JOB GROUP (not counted in totals)	
	Net Group Changes	Addition #	Additions %	Hire (Outside CUNY and Other CUNY College)	Joined Group from another Job Group	Sub. #	Sub %	Separation (Left College or Left CUNY)	Left for another Job Group	Advance-ments	Other Changes
<b>Total</b>	-	3		3	-	(3)		(3)	-	-	-
<b>Male</b>	(1)	2	67%	2	-	(3)	100%	(3)	-	-	-
<b>Female</b>	1	1	33%	1	-	-	0%	-	-	-	-
<b>Other/Unknown</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Total Min</b>	-	2	67%	2	-	(2)	67%	(2)	-	-	-
<b>Asian</b>	1	2	67%	2	-	(1)	33%	(1)	-	-	-
<b>Black</b>	(1)	-	0%	-	-	(1)	33%	(1)	-	-	-
<b>Hispanic</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Other Minority</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>All White</b>	-	1	33%	1	-	(1)	33%	(1)	-	-	-
<b>Unknown</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Veterans</b>	(1)	-	0%	-	-	(1)	33%	(1)	-	-	-
<b>Individuals w/Disabilities</b>	-	-	0%	-	-	-	0%	-	-	-	-

This chart summarizes moves of employees into and out of a single job group. Any job group could have a net loss or net gain, so additions do not necessarily equal subtractions.

EEO Category Summary  
Administrative Support Workers

	Net Category Changes	NET ADDITIONS		Additions by Type		NET SUBTRACTIONS		Subtractions by Type		CHANGES WITHIN CATEGORY (not counted in totals)	
		Additions #	Additions %	External Hires (CUNY or College)	Transfers or Promotions into this category	Subtractions #	Subtractions %	Separation (Left College or Left CUNY)	Transfers or Promotions out of this category	Advance- ments	Other Changes
<b>Total</b>	(6)	1	0%	1	-	(7)		(4)	(3)	-	-
<b>Male</b>	(1)	1	100%	1	-	(2)	29%	(2)	-	-	-
<b>Female</b>	(5)	-	0%	-	-	(5)	71%	(2)	(3)	-	-
<b>Other/Unknown</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Total Min</b>	(4)	1	100%	1	-	(5)	71%	(3)	(2)	-	-
<b>Asian</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Black</b>	(1)	-	0%	-	-	(1)	14%	(1)	-	-	-
<b>Hispanic</b>	(2)	1	100%	1	-	(3)	43%	(2)	(1)	-	-
<b>Other Minority</b>	(1)	-	0%	-	-	(1)	14%	-	(1)	-	-
<b>All White</b>	(2)	-	0%	-	-	(2)	29%	(1)	(1)	-	-
<b>Unknown</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Veterans</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Individuals</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>w/Disabilities</b>	-	-	0%	-	-	-	0%	-	-	-	-

This chart summarizes moves of employees into and out of an EEO Job Category, which normally includes more than one job group. Moves between job groups within a category may appear in the "Internal Advancements" column.

**Job Group Summary**  
**Accountant Assistant**

		NET ADDITIONS		Additions by Type		NET SUBTRACTIONS		Subtractions by Type		CHANGES WITHIN JOB GROUP (not counted in totals)	
	Net Group Changes	Addition #	Additions %	Hire (Outside CUNY and Other CUNY College)	Joined Group from another Job Group	Sub. #	Sub %	Separation (Left College or Left CUNY)	Left for another Job Group	Advance-ments	Other Changes
<b>Total</b>	(1)	-		-	-	(1)		-	(1)	-	-
<b>Male</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Female</b>	(1)	-	0%	-	-	(1)	100%	-	(1)	-	-
<b>Other/Unknown</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Total Min</b>	(1)	-	0%	-	-	(1)	100%	-	(1)	-	-
<b>Asian</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Black</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Hispanic</b>	(1)	-	0%	-	-	(1)	100%	-	(1)	-	-
<b>Other Minority</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>All White</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Unknown</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Veterans</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Individuals w/Disabilities</b>	-	-	0%	-	-	-	0%	-	-	-	-

This chart summarizes moves of employees into and out of a single job group. Any job group could have a net loss or net gain, so additions do not necessarily equal subtractions.

**Job Group Summary**  
CUNY Office Assistant

		NET ADDITIONS		Additions by Type		NET SUBTRACTIONS		Subtractions by Type		CHANGES WITHIN JOB GROUP (not counted in totals)	
	Net Group Changes	Addition #	Additions %	Hire (Outside CUNY and Other CUNY College)	Joined Group from another Job Group	Sub. #	Sub %	Separation (Left College or Left CUNY)	Left for another Job Group	Advance-ments	Other Changes
<b>Total</b>	(5)	-		-	-	(5)		(3)	(2)	-	-
<b>Male</b>	(1)	-	0%	-	-	(1)	20%	(1)	-	-	-
<b>Female</b>	(4)	-	0%	-	-	(4)	80%	(2)	(2)	-	-
<b>Other/Unknown</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Total Min</b>	(3)	-	0%	-	-	(3)	60%	(2)	(1)	-	-
<b>Asian</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Black</b>	(1)	-	0%	-	-	(1)	20%	(1)	-	-	-
<b>Hispanic</b>	(1)	-	0%	-	-	(1)	20%	(1)	-	-	-
<b>Other Minority</b>	(1)	-	0%	-	-	(1)	20%	-	(1)	-	-
<b>All White</b>	(2)	-	0%	-	-	(2)	40%	(1)	(1)	-	-
<b>Unknown</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Veterans</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Individuals w/Disabilities</b>	-	-	0%	-	-	-	0%	-	-	-	-

This chart summarizes moves of employees into and out of a single job group. Any job group could have a net loss or net gain, so additions do not necessarily equal subtractions.



**Job Group Summary**  
**Mail Services Worker**

		NET ADDITIONS		Additions by Type		NET SUBTRACTIONS		Subtractions by Type		CHANGES WITHIN JOB GROUP (not counted in totals)	
	Net Group Changes	Addition #	Additions %	Hire (Outside CUNY and Other CUNY College)	Joined Group from another Job Group	Sub. #	Sub %	Separation (Left College or Left CUNY)	Left for another Job Group	Advance-ments	Other Changes
<b>Total</b>	-	1		1	-	(1)		(1)	-	-	-
<b>Male</b>	-	1	100%	1	-	(1)	100%	(1)	-	-	-
<b>Female</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Other/Unknown</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Total Min</b>	-	1	100%	1	-	(1)	100%	(1)	-	-	-
<b>Asian</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Black</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Hispanic</b>	-	1	100%	1	-	(1)	100%	(1)	-	-	-
<b>Other Minority</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>All White</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Unknown</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Veterans</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Individuals w/Disabilities</b>	-	-	0%	-	-	-	0%	-	-	-	-

This chart summarizes moves of employees into and out of a single job group. Any job group could have a net loss or net gain, so additions do not necessarily equal subtractions.

EEO Category Summary  
Technicians

	Net Category Changes	NET ADDITIONS		Additions by Type		NET SUBTRACTIONS		Subtractions by Type		CHANGES WITHIN CATEGORY (not counted in totals)	
		Additions #	Additions %	External Hires (CUNY or College)	Transfers or Promotions into this category	Subtractions #	Subtractions %	Separation (Left College or Left CUNY)	Transfers or Promotions out of this category	Advance- ments	Other Changes
Total	(2)	-	0%	-	-	(2)	0%	(1)	(1)	2	-
Male	(2)	-	0%	-	-	(2)	100%	(1)	(1)	2	-
Female	-	-	0%	-	-	-	0%	-	-	-	-
Other/Unknown	-	-	0%	-	-	-	0%	-	-	-	-
Total Min	(1)	-	0%	-	-	(1)	50%	(1)	-	1	-
Asian	-	-	0%	-	-	-	0%	-	-	-	-
Black	-	-	0%	-	-	-	0%	-	-	1	-
Hispanic	(1)	-	0%	-	-	(1)	50%	(1)	-	-	-
Other Minority	-	-	0%	-	-	-	0%	-	-	-	-
All White	(1)	-	0%	-	-	(1)	50%	-	(1)	1	-
Unknown	-	-	0%	-	-	-	0%	-	-	-	-
Veterans	-	-	0%	-	-	-	0%	-	-	-	-
Individuals	-	-	0%	-	-	-	0%	-	-	-	-
w/Disabilities	-	-	0%	-	-	-	0%	-	-	-	-

This chart summarizes moves of employees into and out of an EEO Job Category, which normally includes more than one job group. Moves between job groups within a category may appear in the "Internal Advancements" column.

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

		NET ADDITIONS		Additions by Type		NET SUBTRACTIONS		Subtractions by Type		CHANGES WITHIN JOB GROUP (not counted in totals)	
	Net Group Changes	Addition #	Additions %	Hire (Outside CUNY and Other CUNY College)	Joined Group from another Job Group	Sub. #	Sub %	Separation (Left College or Left CUNY)	Left for another Job Group	Advance-ments	Other Changes
<b>Total</b>	(1)	-		-	-	(1)		-	(1)	2	-
<b>Male</b>	(1)	-	0%	-	-	(1)	100%	-	(1)	2	-
<b>Female</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Other/Unknown</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Total Min</b>	-	-	0%	-	-	-	0%	-	-	1	-
<b>Asian</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Black</b>	-	-	0%	-	-	-	0%	-	-	1	-
<b>Hispanic</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Other Minority</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>All White</b>	(1)	-	0%	-	-	(1)	100%	-	(1)	1	-
<b>Unknown</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Veterans</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Individuals w/Disabilities</b>	-	-	0%	-	-	-	0%	-	-	-	-

This chart summarizes moves of employees into and out of a single job group. Any job group could have a net loss or net gain, so additions do not necessarily equal subtractions.

**Job Group Summary**  
**Print Shop**

		NET ADDITIONS		Additions by Type		NET SUBTRACTIONS		Subtractions by Type		CHANGES WITHIN JOB GROUP (not counted in totals)	
	Net Group Changes	Addition #	Additions %	Hire (Outside CUNY and Other CUNY College)	Joined Group from another Job Group	Sub. #	Sub %	Separation (Left College or Left CUNY)	Left for another Job Group	Advance-ments	Other Changes
<b>Total</b>	(1)	-		-	-	(1)		(1)	-	-	-
<b>Male</b>	(1)	-	0%	-	-	(1)	100%	(1)	-	-	-
<b>Female</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Other/Unknown</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Total Min</b>	(1)	-	0%	-	-	(1)	100%	(1)	-	-	-
<b>Asian</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Black</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Hispanic</b>	(1)	-	0%	-	-	(1)	100%	(1)	-	-	-
<b>Other Minority</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>All White</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Unknown</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Veterans</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Individuals w/Disabilities</b>	-	-	0%	-	-	-	0%	-	-	-	-

This chart summarizes moves of employees into and out of a single job group. Any job group could have a net loss or net gain, so additions do not necessarily equal subtractions.

EEO Category Summary  
Craft Workers

	Net Category Changes	NET ADDITIONS		Additions by Type		NET SUBTRACTIONS		Subtractions by Type		CHANGES WITHIN CATEGORY (not counted in totals)	
		Additions #	Additions %	External Hires (CUNY or College)	Transfers or Promotions into this category	Subtractions #	Subtractions %	Separation (Left College or Left CUNY)	Transfers or Promotions out of this category	Advance- ments	Other Changes
<b>Total</b>	(4)	1	0%	1	-	(5)		(5)	-	1	-
<b>Male</b>	(4)	1	100%	1	-	(5)	100%	(5)	-	1	-
<b>Female</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Other/Unknown</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Total Min</b>	(2)	1	100%	1	-	(3)	60%	(3)	-	-	-
<b>Asian</b>	(1)	-	0%	-	-	(1)	20%	(1)	-	-	-
<b>Black</b>	(2)	-	0%	-	-	(2)	40%	(2)	-	-	-
<b>Hispanic</b>	1	1	100%	1	-	-	0%	-	-	-	-
<b>Other Minority</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>All White</b>	(2)	-	0%	-	-	(2)	40%	(2)	-	1	-
<b>Unknown</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Veterans Individuals w/Disabilities</b>	(1)	-	0%	-	-	(1)	20%	(1)	-	-	-
	-	-	0%	-	-	-	0%	-	-	-	-

This chart summarizes moves of employees into and out of an EEO Job Category, which normally includes more than one job group. Moves between job groups within a category may appear in the "Internal Advancements" column.

**Job Group Summary**  
**Skilled Trades**

		NET ADDITIONS		Additions by Type		NET SUBTRACTIONS		Subtractions by Type		CHANGES WITHIN JOB GROUP (not counted in totals)	
	Net Group Changes	Addition #	Additions %	Hire (Outside CUNY and Other CUNY College)	Joined Group from another Job Group	Sub. #	Sub %	Separation (Left College or Left CUNY)	Left for another Job Group	Advance-ments	Other Changes
<b>Total</b>	(1)	-		-	-	(1)		-	(1)	-	-
<b>Male</b>	(1)	-	0%	-	-	(1)	100%	-	(1)	-	-
<b>Female</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Other/Unknown</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Total Min</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Asian</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Black</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Hispanic</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Other Minority</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>All White</b>	(1)	-	0%	-	-	(1)	100%	-	(1)	-	-
<b>Unknown</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Veterans</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Individuals w/Disabilities</b>	-	-	0%	-	-	-	0%	-	-	-	-

This chart summarizes moves of employees into and out of a single job group. Any job group could have a net loss or net gain, so additions do not necessarily equal subtractions.

**Job Group Summary**  
Laborers and Helpers

		NET ADDITIONS		Additions by Type		NET SUBTRACTIONS		Subtractions by Type		CHANGES WITHIN JOB GROUP (not counted in totals)	
	Net Group Changes	Addition #	Additions %	Hire (Outside CUNY and Other CUNY College)	Joined Group from another Job Group	Sub. #	Sub %	Separation (Left College or Left CUNY)	Left for another Job Group	Advance-ments	Other Changes
<b>Total</b>	(2)	1		1	-	(3)		(3)	-	-	-
<b>Male</b>	(2)	1	100%	1	-	(3)	100%	(3)	-	-	-
<b>Female</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Other/Unknown</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Total Min</b>	(1)	1	100%	1	-	(2)	67%	(2)	-	-	-
<b>Asian</b>	(1)	-	0%	-	-	(1)	33%	(1)	-	-	-
<b>Black</b>	(1)	-	0%	-	-	(1)	33%	(1)	-	-	-
<b>Hispanic</b>	1	1	100%	1	-	-	0%	-	-	-	-
<b>Other Minority</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>All White</b>	(1)	-	0%	-	-	(1)	33%	(1)	-	-	-
<b>Unknown</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Veterans</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Individuals w/Disabilities</b>	-	-	0%	-	-	-	0%	-	-	-	-

This chart summarizes moves of employees into and out of a single job group. Any job group could have a net loss or net gain, so additions do not necessarily equal subtractions.

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

		NET ADDITIONS		Additions by Type		NET SUBTRACTIONS		Subtractions by Type		CHANGES WITHIN JOB GROUP (not counted in totals)	
	Net Group Changes	Addition #	Additions %	Hire (Outside CUNY and Other CUNY College)	Joined Group from another Job Group	Sub. #	Sub %	Separation (Left College or Left CUNY)	Left for another Job Group	Advance-ments	Other Changes
<b>Total</b>	(1)	-		-	-	(1)		(1)	-	-	-
<b>Male</b>	(1)	-	0%	-	-	(1)	100%	(1)	-	-	-
<b>Female</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Other/Unknown</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Total Min</b>	(1)	-	0%	-	-	(1)	100%	(1)	-	-	-
<b>Asian</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Black</b>	(1)	-	0%	-	-	(1)	100%	(1)	-	-	-
<b>Hispanic</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Other Minority</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>All White</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Unknown</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Veterans</b>	(1)	-	0%	-	-	(1)	100%	(1)	-	-	-
<b>Individuals w/Disabilities</b>	-	-	0%	-	-	-	0%	-	-	-	-

This chart summarizes moves of employees into and out of a single job group. Any job group could have a net loss or net gain, so additions do not necessarily equal subtractions.



**EEO Category Summary**  
**Service Workers and Others**

		NET ADDITIONS		Additions by Type		NET SUBTRACTIONS		Subtractions by Type		CHANGES WITHIN CATEGORY (not counted in totals)	
	Net Category Changes	Additions #	Additions %	External Hires (CUNY or College)	Transfers or Promotions into this category	Subtractions #	Subtractions %	Separation (Left College or Left CUNY)	Transfers or Promotions out of this category	Advance-ments	Other Changes
<b>Total</b>	(7)	3		3	-	(10)		(10)	-	1	-
<b>Male</b>	(5)	1	33%	1	-	(6)	60%	(6)	-	-	-
<b>Female</b>	(2)	2	67%	2	-	(4)	40%	(4)	-	1	-
<b>Other/Unknown</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Total Min</b>	(7)	2	67%	2	-	(9)	90%	(9)	-	1	-
<b>Asian</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Black</b>	(5)	1	33%	1	-	(6)	60%	(6)	-	1	-
<b>Hispanic</b>	(2)	1	33%	1	-	(3)	30%	(3)	-	-	-
<b>Other Minority</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>All White</b>	(1)	-	0%	-	-	(1)	10%	(1)	-	-	-
<b>Unknown</b>	1	1	33%	1	-	-	0%	-	-	-	-
<b>Veterans</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Individuals w/Disabilities</b>	-	-	0%	-	-	-	0%	-	-	-	-

This chart summarizes moves of employees into and out of an EEO Job Category, which normally includes more than one job group. Moves between job groups within a category may appear in the "Internal Advancements" column.

**Job Group Summary**  
**Campus Peace Officer**

		NET ADDITIONS		Additions by Type		NET SUBTRACTIONS		Subtractions by Type		CHANGES WITHIN JOB GROUP (not counted in totals)	
	Net Group Changes	Addition #	Additions %	Hire (Outside CUNY and Other CUNY College)	Joined Group from another Job Group	Sub. #	Sub %	Separation (Left College or Left CUNY)	Left for another Job Group	Advance-ments	Other Changes
<b>Total</b>	(3)	-		-	-	(3)		(3)	-	-	-
<b>Male</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Female</b>	(3)	-	0%	-	-	(3)	100%	(3)	-	-	-
<b>Other/Unknown</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Total Min</b>	(3)	-	0%	-	-	(3)	100%	(3)	-	-	-
<b>Asian</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Black</b>	(1)	-	0%	-	-	(1)	33%	(1)	-	-	-
<b>Hispanic</b>	(2)	-	0%	-	-	(2)	67%	(2)	-	-	-
<b>Other Minority</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>All White</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Unknown</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Veterans</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Individuals w/Disabilities</b>	-	-	0%	-	-	-	0%	-	-	-	-

This chart summarizes moves of employees into and out of a single job group. Any job group could have a net loss or net gain, so additions do not necessarily equal subtractions.

**Job Group Summary**  
**Campus Security Assistant**

		NET ADDITIONS		Additions by Type		NET SUBTRACTIONS		Subtractions by Type		CHANGES WITHIN JOB GROUP (not counted in totals)	
	Net Group Changes	Addition #	Additions %	Hire (Outside CUNY and Other CUNY College)	Joined Group from another Job Group	Sub. #	Sub %	Separation (Left College or Left CUNY)	Left for another Job Group	Advance-ments	Other Changes
<b>Total</b>	-	3		3	-	(3)		(3)	-	-	-
<b>Male</b>	(2)	1	33%	1	-	(3)	100%	(3)	-	-	-
<b>Female</b>	2	2	67%	2	-	-	0%	-	-	-	-
<b>Other/Unknown</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Total Min</b>	(1)	2	67%	2	-	(3)	100%	(3)	-	-	-
<b>Asian</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Black</b>	(2)	1	33%	1	-	(3)	100%	(3)	-	-	-
<b>Hispanic</b>	1	1	33%	1	-	-	0%	-	-	-	-
<b>Other Minority</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>All White</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Unknown</b>	1	1	33%	1	-	-	0%	-	-	-	-
<b>Veterans</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Individuals w/Disabilities</b>	-	-	0%	-	-	-	0%	-	-	-	-

This chart summarizes moves of employees into and out of a single job group. Any job group could have a net loss or net gain, so additions do not necessarily equal subtractions.

**Job Group Summary**  
Custodial Supervisor

		NET ADDITIONS		Additions by Type		NET SUBTRACTIONS		Subtractions by Type		CHANGES WITHIN JOB GROUP (not counted in totals)	
	Net Group Changes	Addition #	Additions %	Hire (Outside CUNY and Other CUNY College)	Joined Group from another Job Group	Sub. #	Sub %	Separation (Left College or Left CUNY)	Left for another Job Group	Advance-ments	Other Changes
<b>Total</b>	(1)	-		-	-	(1)		(1)	-	1	-
<b>Male</b>	(1)	-	0%	-	-	(1)	100%	(1)	-	-	-
<b>Female</b>	-	-	0%	-	-	-	0%	-	-	1	-
<b>Other/Unknown</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Total Min</b>	(1)	-	0%	-	-	(1)	100%	(1)	-	1	-
<b>Asian</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Black</b>	(1)	-	0%	-	-	(1)	100%	(1)	-	1	-
<b>Hispanic</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Other Minority</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>All White</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Unknown</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Veterans</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Individuals w/Disabilities</b>	-	-	0%	-	-	-	0%	-	-	-	-

This chart summarizes moves of employees into and out of a single job group. Any job group could have a net loss or net gain, so additions do not necessarily equal subtractions.

**Job Group Summary**  
Custodial

		NET ADDITIONS		Additions by Type		NET SUBTRACTIONS		Subtractions by Type		CHANGES WITHIN JOB GROUP (not counted in totals)	
	Net Group Changes	Addition #	Additions %	Hire (Outside CUNY and Other CUNY College)	Joined Group from another Job Group	Sub. #	Sub %	Separation (Left College or Left CUNY)	Left for another Job Group	Advance-ments	Other Changes
<b>Total</b>	(3)	-		-	-	(3)		(3)	-	-	-
<b>Male</b>	(2)	-	0%	-	-	(2)	67%	(2)	-	-	-
<b>Female</b>	(1)	-	0%	-	-	(1)	33%	(1)	-	-	-
<b>Other/Unknown</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Total Min</b>	(2)	-	0%	-	-	(2)	67%	(2)	-	-	-
<b>Asian</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Black</b>	(1)	-	0%	-	-	(1)	33%	(1)	-	-	-
<b>Hispanic</b>	(1)	-	0%	-	-	(1)	33%	(1)	-	-	-
<b>Other Minority</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>All White</b>	(1)	-	0%	-	-	(1)	33%	(1)	-	-	-
<b>Unknown</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Veterans</b>	-	-	0%	-	-	-	0%	-	-	-	-
<b>Individuals w/Disabilities</b>	-	-	0%	-	-	-	0%	-	-	-	-

This chart summarizes moves of employees into and out of a single job group. Any job group could have a net loss or net gain, so additions do not necessarily equal subtractions.

## Appendix F-2      Tenure Actions

This Appendix presents a summary of tenure actions.

Tenure is a permanent status awarded on the basis of years of service and/or academic or research achievement.

Faculty in Professorial titles (other than visiting) are eligible for tenure which is awarded based on academic or research achievement and service. College Laboratory Technicians are eligible for tenure based on years of service, and Lecturers are eligible for a Certificate of Continuous Employment (CCE) based on years of service. K-12 Teachers and Counselors are also eligible for tenure.

Tenure is effective on September 1 of each academic year. Individuals listed here were awarded tenure effective September 1, 2020 (during this past plan year).

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

## APPENDIX F-2 - Tenure Actions

2021 - 2022

### Queens College

#### Aaron Copland School Of Music

Lecturer Doct Sch	Gained Tenure	CCE Certificate Continuous Emp	Female	White
-------------------	---------------	--------------------------------	--------	-------

#### Anthropology

Assc Professor	Gained Tenure	Tenured	Female	Hispanic/Latino
----------------	---------------	---------	--------	-----------------

#### Art

Assc Professor	Gained Tenure	Tenured	Male	White
----------------	---------------	---------	------	-------

College Lab Tech	Gained Tenure	Tenured	Female	White
------------------	---------------	---------	--------	-------

#### Earth & Environmental Sciences

Assc Professor	Gained Tenure	Tenured	Male	White
----------------	---------------	---------	------	-------

#### Economics

Assc Professor	Gained Tenure	Tenured	Female	Hispanic/Latino
----------------	---------------	---------	--------	-----------------

#### Educational & Community Prgms

Assc Professor	Gained Tenure	Tenured	Female	White
----------------	---------------	---------	--------	-------

#### English

Assc Professor	Gained Tenure	Tenured	Male	Hispanic/Latino
----------------	---------------	---------	------	-----------------

Professor	Transferred with Tenure	Tenured	Female	Hispanic/Latino
-----------	-------------------------	---------	--------	-----------------

#### Grad Sch Of Lib & Info Studies

Assc Professor	Gained Tenure	Tenured	Male	Hispanic/Latino
----------------	---------------	---------	------	-----------------

#### Mathematics

Lecturer	Gained Tenure	CCE Certificate Continuous Emp	Male	White
----------	---------------	--------------------------------	------	-------

#### Media Studies

Lecturer Doct Sch	Gained Tenure	CCE Certificate Continuous Emp	Male	White
-------------------	---------------	--------------------------------	------	-------

#### Physics

Sr College Lab Tech	Gained Tenure	Tenured	Male	White
---------------------	---------------	---------	------	-------

#### Psychology

Lecturer Doct Sch	Gained Tenure	CCE Certificate Continuous Emp	Female	Asian/Nat.Haw./Other Pac. Isl.
-------------------	---------------	--------------------------------	--------	--------------------------------

#### Summary for the College

Total Staff:	Ttl Minority	Asian	Black/AfAm	Hispanic/Latino	White	Oth/Unk
7 Female	4	1	0	3	3	0
7 Male	2	0	0	2	5	0
0 Oth/Unk	0	0	0	0	0	0
14 Total	6	1	0	5	8	0

## Appendix G-1      Summary of Recruiting Activities

This Appendix provides detail the candidate pools and outcomes of searches.

Detail is provided on applicants, interviews, and offers. The scope of this report includes searches which officially concluded by a job offer during the previous plan year (June 1, 2020 through May 31, 2021).



## Queens College

## Summary of Searches by Job Group

Total Searches: 15

Count of ID Group	Job Opening	Posting Title	Applied Applicant	(blank)	Grand Total
ADMIN2	21851	Student Psychological Counselor	78		78
	22073	Director for Venue Rentals - Queens College	84		84
	22104	Finance Budget Director	183		183
	22111	HR Compliance and Investigations Director	141		141
	22136	Academic Resource Center Director - QC Learning Commons	169		169
ADMIN2 Total			655		655
ADMIN3	21853	Academic Program Specialist - Study Abroad	277		277
	21970	Administrative Specialist- Business and Liberal Arts (BALA)	147		147
	21992	Enrollment Coordinator (Multiple Positions)	249		249
	22095	Enrollment Bursar Specialist	153		153
	22121	Enrollment Bursar Coordinator	306		306
ADMIN3 Total			1,132		1,132
FAC-LECT	22017	Lecturer - Fashion Design	56		56
	22078	Lecturer Doctoral Schedule - Urban Studies	26		26
FAC-LECT Total			82		82
FAC-PROF	22025	Assistant, Associate or Full Professor - African American History	77		77
FAC-PROF Total			77		77
IT-PRFL	21975	IT Associate, Level 1 (Provisional) - Instructional Technology Services Manager	100		100
IT-PRFL Total			100		100
SEC-MGR	22084	Campus Security Director, Level 4	132		132
SEC-MGR Total			132		132
(blank)	(blank)	(blank)			
(blank) Total					
Grand Total			2,178		2,178

## Category Summary

## Executive-Administrative-Managerial

	Records	Applicants	Appl%		Interviews	Selection Rate %	Offers	Selection Rate %	Hires	Selection Rate %
<b>Total/Selection Rate (compare to applicants)</b>	787	787	100%		33	4%	6	1%	6	0.76%
<b>Male</b>	305	305	39%		16	5%	2	1%	2	0.66%
<b>Female</b>	321	321	41%		14	4%	4	1%	4	1.25%
<b>Other</b>	1	1	0%		-	0%	-	0%	-	0.00%
<b>Unknown</b>	160	160	20%		3	2%	-	0%	-	0.00%
<b>Total Min</b>	462	462	59%		18	4%	4	1%	4	0.87%
<b>Asian</b>	94	94	12%		3	3%	1	1%	1	1.06%
<b>Black</b>	188	188	24%		4	2%	-	0%	-	0.00%
<b>Hispanic</b>	163	163	21%		9	6%	2	1%	2	1.23%
<b>Other inc 2 or more</b>	17	17	2%		2	12%	1	6%	1	5.88%
<b>Total White</b>	282	282	36%		15	5%	2	1%	2	0.71%
<b>Unknown Ethnicity</b>	43	43	5%		-	0%	-	0%	-	0.00%
<b>Veterans</b>	12	12	2%		-	0%	-	0%	-	0%
<b>Indiv. w Disabilities</b>	34	34	4%		-	0%	-	0%	-	0%

Least Selected:

Not Female

OK Sel

Ttl Minorities

OK Sel

Least Selected:

Not Female

Adverse

Not Minority

Adverse

Least Selected:

Not Female

Adverse

Not Minority

Adverse

Queens College

**Job Group Summary**  
**Administration 2 (Managers)**

	Records	Applicants	Appl%		Interviews	Selection Rate %	Offers	Selection Rate %	Hires	Selection Rate %
<b>Total/Selection Rate (compare to applicants)</b>	655	655	100%		21	3%	5	1%	5	1%
<b>Male</b>	219	219	33%		8	4%	2	1%	2	1%
<b>Female</b>	309	309	47%		11	4%	3	1%	3	1%
<b>Other</b>	1	1	0%		-	0%	-	0%	-	0%
<b>Unknown</b>	126	126	19%		2	2%	-	0%	-	0%
<b>Total Min</b>	380	380	58%		11	3%	4	1%	4	1%
<b>Asian</b>	87	87	13%		3	3%	1	1%	1	1%
<b>Black</b>	155	155	24%		1	1%	-	0%	-	0%
<b>Hispanic</b>	124	124	19%		6	5%	2	2%	2	2%
<b>Other inc 2 or more</b>	14	14	2%		1	7%	1	7%	1	7%
<b>Total White</b>	239	239	36%		10	4%	1	0%	1	0%
<b>Unknown Ethnicity</b>	36	36	5%		-	0%	-	0%	-	0%
<b>Veterans</b>	3	3	0%		-	0%	-	0%	-	0%
<b>Indiv. w Disabilities</b>	30	30	5%		-	0%	-	0%	-	0%

Least Selected:  
Not Female  
Ttl Minorities

*OK Sel*  
*Adverse*

Least Selected:  
Not Female  
Not Minority

*Adverse*  
*Adverse*

Least Selected:  
Not Female  
Not Minority

*Adverse*  
*Adverse*

Queens College

Job Group Summary

Security Manager

	Records	Applicants	Appl%		Interviews	Selection Rate %	Offers	Selection Rate %	Hires	Selection Rate %
Total/Selection Rate (compare to applicants)	132	132	100%		12	9%	1	1%	1	1%
Male	86	86	65%		8	9%	-	0%	-	0%
Female	12	12	9%		3	25%	1	8%	1	8%
Other	-	-	0%		-	0%	-	0%	-	0%
Unknown	34	34	26%		1	3%	-	0%	-	0%
Total Min	82	82	62%		7	9%	-	0%	-	0%
Asian	7	7	5%		-	0%	-	0%	-	0%
Black	33	33	25%		3	9%	-	0%	-	0%
Hispanic	39	39	30%		3	8%	-	0%	-	0%
Other inc 2 or more	3	3	2%		1	33%	-	0%	-	0%
Total White	43	43	33%		5	12%	1	2%	1	2%
Unknown Ethnicity	7	7	5%		-	0%	-	0%	-	0%
Veterans	9	9	7%		-	0%	-	0%	-	0%
Indiv. w Disabilities	4	4	3%		-	0%	-	0%	-	0%

Least Selected:

Not Female

Ttl Minorities

Adverse

OK Sel

Least Selected:

Not Female

Ttl Minorities

Adverse

Adverse

Least Selected:

Not Female

Ttl Minorities

Adverse

Adverse

### Category Summary

#### Professional Faculty

	Records	Applicants	Appl%		Interviews	Selection Rate %	Offers	Selection Rate %	Hires	Selection Rate %
<b>Total/Selection Rate (compare to applicants)</b>	159	159	100%		6	4%	3	2%	3	2%
<b>Male</b>	52	52	33%		1	2%	1	2%	1	2%
<b>Female</b>	67	67	42%		3	4%	2	3%	2	3%
<b>Other</b>	1	1	1%		-	0%	-	0%	-	0%
<b>Unknown</b>	39	39	25%		2	5%	-	0%	-	0%
<b>Total Min</b>	104	104	65%		3	3%	2	2%	2	2%
<b>Asian</b>	14	14	9%		-	0%	-	0%	-	0%
<b>Black</b>	65	65	41%		2	3%	2	3%	2	3%
<b>Hispanic</b>	20	20	13%		1	5%	-	0%	-	0%
<b>Other inc 2 or more</b>	5	5	3%		-	0%	-	0%	-	0%
<b>Total White</b>	45	45	28%		3	7%	1	2%	1	2%
<b>Unknown Ethnicity</b>	10	10	6%		-	0%	-	0%	-	0%
<b>Veterans</b>	5	5	3%		-	0%	-	0%	-	0%
<b>Indiv. w Disabilities</b>	16	16	10%		1	6%	-	0%	-	0%

Least Selected:  
Not Female  
Ttl Minorities

*Adverse*  
*Adverse*

Least Selected:  
Not Female  
Ttl Minorities

*Adverse*  
*OK Sel*

Least Selected:  
Not Female  
Ttl Minorities

*Adverse*  
*OK Sel*

## Queens College

## Job Group Summary

## Faculty-Professorial

	Records	Applicants	Appl%		Interviews	Selection Rate %	Offers	Selection Rate %	Hires	Selection Rate %
Total/Selection Rate (compare to applicants)	77	77	100%		1	1%	1	1%	1	1%
Male	32	32	42%		-	0%	-	0%	-	0%
Female	27	27	35%		1	4%	1	4%	1	4%
Other	-	-	0%		-	0%	-	0%	-	0%
Unknown	18	18	23%		-	0%	-	0%	-	0%
Total Min	63	63	82%		1	2%	1	2%	1	2%
Asian	1	1	1%		-	0%	-	0%	-	0%
Black	52	52	68%		1	2%	1	2%	1	2%
Hispanic	6	6	8%		-	0%	-	0%	-	0%
Other inc 2 or more	4	4	5%		-	0%	-	0%	-	0%
Total White	11	11	14%		-	0%	-	0%	-	0%
Unknown Ethnicity	3	3	4%		-	0%	-	0%	-	0%
Veterans	3	3	4%		-	0%	-	0%	-	0%
Indiv. w Disabilities	10	10	13%		-	0%	-	0%	-	0%

Least Selected:

Not Female

Not Minority

Adverse

Adverse

Least Selected:

Not Female

Not Minority

Adverse

Adverse

Least Selected:

Not Female

Not Minority

Adverse

Adverse

## Queens College

## Job Group Summary

Faculty-Lecturer

	Records	Applicants	Appl%		Interviews	Selection Rate %	Offers	Selection Rate %	Hires	Selection Rate %
Total/Selection Rate (compare to applicants)	82	82	100%		5	6%	2	2%	2	2%
Male	20	20	24%		1	5%	1	5%	1	5%
Female	40	40	49%		2	5%	1	3%	1	3%
Other	1	1	1%		-	0%	-	0%	-	0%
Unknown	21	21	26%		2	10%	-	0%	-	0%
Total Min	41	41	50%		2	5%	1	2%	1	2%
Asian	13	13	16%		-	0%	-	0%	-	0%
Black	13	13	16%		1	8%	1	8%	1	8%
Hispanic	14	14	17%		1	7%	-	0%	-	0%
Other inc 2 or more	1	1	1%		-	0%	-	0%	-	0%
Total White	34	34	41%		3	9%	1	3%	1	3%
Unknown Ethnicity	7	7	9%		-	0%	-	0%	-	0%
Veterans	2	2	2%		-	0%	-	0%	-	0%
Indiv. w Disabilities	6	6	7%		1	17%	-	0%	-	0%

Least Selected:  
Female  
Ttl Minorities

*Adverse*  
*Adverse*

Least Selected:  
Not Female  
Ttl Minorities

*OK Sel*  
*OK Sel*

Least Selected:  
Not Female  
Ttl Minorities

*OK Sel*  
*OK Sel*

## Category Summary

## Professional Non-Faculty

	Records	Applicants	Appl%		Interviews	Selection Rate %	Offers	Selection Rate %	Hires	Selection Rate %
<b>Total/Selection Rate (compare to applicants)</b>	1,232	1,232	100%		26	2%	7	1%	7	1%
<b>Male</b>	354	354	29%		9	3%	2	1%	2	1%
<b>Female</b>	705	705	57%		17	2%	5	1%	5	1%
<b>Other</b>	8	8	1%		-	0%	-	0%	-	0%
<b>Unknown</b>	165	165	13%		-	0%	-	0%	-	0%
<b>Total Min</b>	834	834	68%		18	2%	6	1%	6	1%
<b>Asian</b>	277	277	22%		5	2%	2	1%	2	1%
<b>Black</b>	271	271	22%		8	3%	2	1%	2	1%
<b>Hispanic</b>	251	251	20%		4	2%	1	0%	1	0%
<b>Other inc 2 or more</b>	35	35	3%		1	3%	1	3%	1	3%
<b>Total White</b>	343	343	28%		6	2%	1	0%	1	0%
<b>Unknown Ethnicity</b>	55	55	4%		2	4%	-	0%	-	0%
<b>Veterans</b>	9	9	1%		-	0%	-	0%	-	0%
<b>Indiv. w Disabilities</b>	69	69	6%		-	0%	-	0%	-	0%

Least Selected:

Not Female

Adverse

Not Minority

OK Sel

Least Selected:

Not Female

Adverse

Not Minority

Adverse

Least Selected:

Not Female

Adverse

Not Minority

Adverse



Queens College

Job Group Summary

Administration 3 (Professional)

	Records	Applicants	Appl%		Interviews	Selection Rate %	Offers	Selection Rate %	Hires	Selection Rate %
Total/Selection Rate (compare to applicants)	1,132	1,132	100%		23	2%	6	1%	6	1%
Male	283	283	25%		7	2%	1	0%	1	0%
Female	687	687	61%		16	2%	5	1%	5	1%
Other	8	8	1%		-	0%	-	0%	-	0%
Unknown	154	154	14%		-	0%	-	0%	-	0%
Total Min	758	758	67%		15	2%	5	1%	5	1%
Asian	242	242	21%		4	2%	1	0%	1	0%
Black	248	248	22%		7	3%	2	1%	2	1%
Hispanic	236	236	21%		3	1%	1	0%	1	0%
Other inc 2 or more	32	32	3%		1	3%	1	3%	1	3%
Total White	321	321	28%		6	2%	1	0%	1	0%
Unknown Ethnicity	53	53	5%		2	4%	-	0%	-	0%
Veterans	7	7	1%		-	0%	-	0%	-	0%
Indiv. w Disabilities	65	65	6%		-	0%	-	0%	-	0%

Least Selected:

Not Female

Not Minority

Adverse

OK Sel

Least Selected:

Not Female

Not Minority

Adverse

Adverse

Least Selected:

Not Female

Not Minority

Adverse

Adverse

Queens College

Job Group Summary  
IT Computer Professional

	Records	Applicants	Appl%		Interviews	Selection Rate %	Offers	Selection Rate %	Hires	Selection Rate %
Total/Selection Rate (compare to applicants)	100	100	100%		3	3%	1	1%	1	1%
Male	71	71	71%		2	3%	1	1%	1	1%
Female	18	18	18%		1	6%	-	0%	-	0%
Other	-	-	0%		-	0%	-	0%	-	0%
Unknown	11	11	11%		-	0%	-	0%	-	0%
Total Min	76	76	76%		3	4%	1	1%	1	1%
Asian	35	35	35%		1	3%	1	3%	1	3%
Black	23	23	23%		1	4%	-	0%	-	0%
Hispanic	15	15	15%		1	7%	-	0%	-	0%
Other inc 2 or more	3	3	3%		-	0%	-	0%	-	0%
Total White	22	22	22%		-	0%	-	0%	-	0%
Unknown Ethnicity	2	2	2%		-	0%	-	0%	-	0%
Veterans	2	2	2%		-	0%	-	0%	-	0%
Indiv. w Disabilities	4	4	4%		-	0%	-	0%	-	0%

Least Selected:  
Not Female  
Not Minority

Adverse  
Adverse

Least Selected:  
Female  
Not Minority

Adverse  
Adverse

Least Selected:  
Female  
Not Minority

Adverse  
Adverse

## **Appendix G-2      Exceptions to the Search Process**

This Appendix lists search exceptions.

Search requirements may be waived in rare situations. Positions are identified by title and department with information on the basis of the waiver. Individuals are not identified.

The waiver process requires an application with justification of why a search could not be performed.

This listing includes waivers that were scheduled to be effective during the Plan Year. Waivers granted to correct minor search issues are not included. Note that some candidates may have declined or delayed their appointments.

**Administrator**

**Gender**

**Ethnicity**

**President's Office**

Female

White

**Basis** Sr Executive/Request of Sr Exec

**Asst Vice President**

**Gender**

**Ethnicity**

**President's Office**

Female

White

**Basis** Sr Executive/Request of Sr Exec

**HE Officer**

**Gender**

**Ethnicity**

**President's Office**

Female

White

**Basis** Sr Executive/Request of Sr Exec

## Appendix H      Utilization of Individuals with Disabilities by Job Group

This Appendix presents the total staff in each job group with the number and percentage of Individuals with Disabilities.

The federal guideline for staffing of Individuals with Disabilities is 7.0% for each job group. While there is a requirement to report staffing, there is no requirement to calculate underutilization or set placement goals.

# APPENDIX H - Utilization of Individuals with Disabilities by Job Group

2021 - 2022

## Queens College

Total Individual(s) with Disabilities: 25      Percent of total reported employees: 2.1%

Category:	Executive/Administrative/Managerial	Staff	Indiv. with Disabilities	Rate
	Admin 1: Executive	22	0	0.0%
	Admin 2: Managerial	103	6	5.8%
	Managerial: Facilities	2	0	0.0%
	Managerial: Infor Tech	2	0	0.0%
	Managerial: Security	3	0	0.0%
Category:	Professional Faculty	Staff	Indiv. with Disabilities	Rate
	Faculty: Professoriate	440	7	1.6%
	Faculty: Librarian	15	1	6.7%
	Faculty: Lecturer	103	2	1.9%
Category:	Professional Non-Faculty	Staff	Indiv. with Disabilities	Rate
	Accountant: Professional	4	0	0.0%
	Admin 3: Professional	153	8	5.2%
	Admin 5: Engineer-Architect	2	0	0.0%
	Disability Accommodation Spec	1	0	0.0%
	Info Tech: Professional	28	0	0.0%
	Nurse	1	0	0.0%
Category:	Administrative Support Workers	Staff	Indiv. with Disabilities	Rate
	Accountant: Assistant	3	0	0.0%
	Administrative Assistant	17	0	0.0%
	Office Assistant	90	1	1.1%
	Mail Services Worker	2	0	0.0%
Category:	Technicians	Staff	Indiv. with Disabilities	Rate
	Admin 4: College Lab Technician	39	0	0.0%
	Info Tech: Technician	5	0	0.0%
	Print Media Technician	1	0	0.0%
Category:	Craft Workers	Staff	Indiv. with Disabilities	Rate
	Skilled Trades: Supervisory	2	0	0.0%
	Skilled Trades: Not Supervisory	42	0	0.0%
	Laborers and Helpers	14	0	0.0%
	Basic Crafts-Buildings and Grounds	5	0	0.0%
Category:	Service Workers	Staff	Indiv. with Disabilities	Rate
	Campus Public Safety Sergeant	6	0	0.0%
	Campus Peace Officer	18	0	0.0%
	Campus Security Assistant	23	0	0.0%
	Custodial: Supervisory	7	0	0.0%
	Custodial: Assistant	52	0	0.0%