

EXECUTIVE ORDER 11246 AFFIRMATIVE ACTION PLAN (AAP)

For

**HOSTOS COMMUNITY COLLEGE
500 Grand Concourse
Bronx, New York**

Affirmative Action Program

September 1, 2015 – August 31, 2016

PARTS I-V: AAP FOR MINORITIES AND WOMEN

**PART VI: AAP FOR INDIVIDUALS WITH DISABILITIES AND PROTECTED
VETERANS**

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A written copy of this Affirmative Action Plan is available for inspection by any employee or applicant for employment, during normal business hours, in the Office of Compliance and Diversity, Room A-336. Interested persons should contact Michele Dickinson, Esq., Chief Diversity Officer, Title IX Coordinator, and 503/ADA Coordinator, 718-518-4284, mdickinson@hostos.cuny.edu .

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NARRATIVE

I. INTRODUCTION

This report is the annual update of the Affirmative Action Plan (AAP) required by federal regulations for women and federally designated racial/ethnic groups and covered veterans and persons with disabilities and covers the time periods:

Reporting year: July 1, 2014 – June 30, 2015 and

Program year: September 1, 2015 – August 31, 2016

A. DESCRIPTION OF COLLEGE

Eugenio María de Hostos Community College (“the College”), a comprehensive two-year public institution, is the only dual-language college in the The City University of New York (CUNY) system and remains one of the few bi-lingual institutions in the United States. Hostos Community College, governed by the Board of Trustees of CUNY, serves the needs of its diverse students, who not only reside in the Bronx and Upper Manhattan but increasingly from all of New York City’s boroughs.

Specifically established to redress the historical pattern of linguistic and national origin discrimination against residents who have limited English proficiency and/or have traditionally been denied access to higher education, the College offers Associate in Arts (A.A.) and Associate in Science (A.S.) degree programs that prepare students for transfers to four-year colleges upon graduation. Hostos Community College also offers Associate in Applied Science (A.A.S.) degree programs that prepare students for specific careers, as well as certificate programs in Administrative Assistant, Community Health, and Practical Nursing (LPN) studies.

Hostos Community College is accredited by the Middle States Association of Colleges and Schools and the Board of Regents of the University of the State of New York. Its career programs are accredited by the New York State Education Department, the Joint Review Committee on Education in Radiologic Technology, and the American Dental Association. The Allied Health programs are accredited by the appropriate agencies, including the Dental Association and the New York Department of Health. Hostos Community College is a member of the American Association of Community and Junior Colleges, the American Committee on Education, the Hispanic Association of Colleges and Universities, the American Education Research Association, the National Association for Bilingual Education, and other professional and learned organizations devoted to the advancement of education.

Hostos Community College is located at 149th Street and the Grand Concourse in the Bronx. The College consists of several facilities. The building at 475 Grand Concourse houses several chemistry and biology laboratories, as well as administrative offices and academic classrooms. The Shirley J. Hinds Allied Health and Science Complex, dedicated in December of 1990, contains a modern library with an on-line bibliographic system, and state-of-the-art laboratories for the College’s programs in Radiologic Technology, Chemistry, Biology, Physics, and Medical Laboratory Technology. The Hostos Children’s Center, licensed by the State of New York, is

also located in this building.

The building at 500 Grand Concourse contains classrooms, academic and administrative offices, the administrative computing center, the Student Health Services Office, and the Dental Hygiene Program. In addition to numerous academic departments and student organizations and club offices, a collegiate-size swimming pool, two (2) theatres, and a museum-grade art gallery are part of the East Academic Complex that opened in 1994.

The most recent acquisition is the Savoy Manor building which was occupied in 1997. This building, located at 120 East 149th Street, houses the Offices of the Registrar, Bursar, Admissions & Recruitment, Business Office, and Counseling Center.

B. HISTORY

On April 22, 1968, the then Board of Higher Education created Hostos Community College in response to the demands of Puerto Rican and Hispanic leaders who urged the establishment of a college to meet the needs of the South Bronx. In September 1970, the College admitted a charter class of 623 students at the site of a former factory at 475 Grand Concourse. By June of 1974, the enrollment had increased to over 2,000 students. To ease an increasing space shortage, the State Legislature passed a special bill to acquire the “500 Building” on the Grand Concourse across from the original site. On June 9, 1976, the State Legislature guaranteed the existence of the College with passage of the Landes Higher Education Act.

C. MISSION

Consistent with the mission of The City University of New York to provide access to higher education for all who seek it:

The mission of Eugenio María de Hostos Community College is to offer access to higher education leading to intellectual growth and socio-economic mobility through the development of linguistic, mathematical, technological, and critical thinking proficiencies needed for lifelong learning and for success in a variety of programs.

The College takes pride in its historical role in educating students from diverse ethnic, racial, cultural, and linguistic backgrounds. An integral part of fulfilling its mission is to provide transitional language instruction for all students learning English as a second language along with offerings to foster a multi-cultural environment for all students. Hostos Community College, in addition to offering degree programs, is determined to be a resource to the South Bronx and the other communities served by the College by providing continuing education and cultural events for the further development of the communities it serves.

II. NON-DISCRIMINATION AND AFFIRMATIVE ACTION POLICIES*

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

Sexual harassment, a form of sex discrimination, is prohibited under the University's *Policy on Sexual Misconduct*.

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

*For the complete *Policies and Procedures on Non-Discrimination and Sexual Misconduct and the Affirmative Action Policy* please visit:

[HTTP://WWW.CUNY.EDU/ABOUT/ADMINISTRATION/OFFICES/OHRM/POLICIES-PROCEDURES.HTML](http://www.cuny.edu/about/administration/offices/ohrm/policies-procedures.html).

III. DESIGNATION OF RESPONSIBILITY FOR IMPLEMENTATION

To ensure effective implementation of this Affirmative Action Plan, the College has designated specific responsibilities to various personnel. The president, chief diversity officer, executive officers (provost, vice presidents, deans, and administrators), directors, academic department chairpersons as well as managers and supervisors of administrative offices have undertaken the responsibilities described below.

A. THE PRESIDENT

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

1. Designate appropriate personnel with the responsibility for overseeing, administering, implementing, and monitoring the College's AAP, specifically, appointing a chief diversity officer (CDO), sexual harassment coordinator, 504/ADA coordinator and a title IX coordinator.
2. Ensure personnel responsible for all AAP components are given the necessary authority, top management support, and staffing to successfully implement their assigned responsibilities.
3. Communicate his/her total involvement and commitment to equal employment opportunity programs including the issuance of an Annual Re-Affirmation Letter supporting affirmative action, diversity and equal opportunity. (See copy of President's Re-Affirmation Letter in VII. Appendix A.)
4. Submit to the Office of Recruitment and Diversity the *Annual Report of Investigated Discrimination and Sexual Misconduct Complaints*.

B. CHIEF DIVERSITY OFFICER

The President has designated Michele Dickinson, Esq. to serve as Interim CDO during the reporting year. Ms. Dickinson also served as the College's Interim Title IX Coordinator, Sexual Harassment Coordinator, Director of the Sexual Harassment Awareness and Intake Committee (SHAIC), and 504/ADA Coordinator.¹ The Office of Compliance and Diversity is located at:

475 Grand Concourse (Building A), Room 336, email: mdickinson@hostos.cuny.edu ,
Telephone: 718-518-4284.

The CDO is responsible, as the president's designee, for the following:

1. Providing confidential consultation, investigation and resolution of all internal complaints of discrimination/harassment.
2. Disseminating annually to all employees the following: a) *Policy on Equal Opportunity, Non-Discrimination, and on Sexual Misconduct*; b) *Affirmative Action Policy*; and c) contact information of the CDO, sexual harassment coordinator, title IX coordinator and the 504/ADA coordinator.
3. Publicizing the policies widely and ensuring they are incorporated into the training curriculum for managers and supervisors and search committees.

¹ Ms. Dickinson's appointment was effective as of November 10, 2014. Prior to such time, from July 1, 2014, to November 9, 2014, Eugene Sohn, Esq. served as the College's CDO.

C. EXECUTIVE OFFICERS, ACADEMIC CHAIRPERSONS, MANAGERS AND SUPERVISORY PERSONNEL

All executive officers, academic chairpersons, managers, and other supervisory personnel are crucial to the success of the equal employment/affirmative action program. These officials ensure compliance with the college's affirmative action policy and help foster an inclusive environment.

Their specific responsibilities include:

1. Adhering to the College's Non-Discrimination Policy and Affirmative Action Policy.
2. Assisting the president and CDO in developing, maintaining, and successfully implementing the AAP.
3. Fostering an inclusive environment within their sphere of influence.

D. DIVERSITY/AFFIRMATIVE ACTION COMMITTEE

The Diversity/Affirmative Action Committee is responsible for:

1. Advising the president of the College in formulating and implementing affirmative action policy on campus.
2. Reviewing proposed amendments to the College governance plan to assure compliance with the University's non-discrimination and affirmative action policies and procedures.
3. Developing and implementing strategic diversity plans.
4. Promoting educational programs to reflect pluralistic values and goals.
5. Submitting to the president a summary of its activities at the end of each academic year.

The members of the Diversity/AA Committee effective Fall 2014 were:

Professor Sonia Maldonado
Education Dept.

Professor Norma Peña De Llorenz
Language and Cognition Dept.

Associate Dean Ana García-Reyes
Community Relations

Professor Hector Soto
Behavioral and Social Sciences

Lisanka Soto
Associate Director Admissions

Professor Nelson Torres
Behavioral and Social Sciences

Professor Jorge Matos
Library

Professor Grace Onovo
Allied Health Sciences

Professor Karen Winkler
Education Dept.

IV. RESULTS OF STATISTICAL ANALYSES/AREAS OF CONCERN

The College monitors each phase of its selection process (i.e., hires, reclassifications, promotions, and terminations) by conducting several statistical analyses. The CDO takes the following steps: a) compiles and examines information about the placement of incumbents; b) conducts a utilization analysis using data the University Office of Recruitment and Diversity derives to compare incumbency to availability; and c) completes the impact ratio analyses.

The data used in the preparation of the Affirmative Action Plan is collected from the CUNYfirst *Ethnicity and Gender Report*.

A. WORKFORCE ANALYSIS

The workforce analysis provides an overview of the representation of women and minorities in the College's organizational units/departments. The analysis identifies the number of employees by gender and race/ethnicity in each job title within the organizational unit as reported on the CUNYfirst *Ethnicity and Gender Report* dated as of June 30, 2015. For example, during the current reporting year, staffing patterns within the college indicate that representation of women and minorities is widespread and substantial (with the exception of the Maintenance Department, where there no female incumbents). Women are concentrated in job titles with secretarial/clerical responsibilities (Secretarial and Clerical EEO-6 category; Professional/Non-Faculty EEO-6 category - Administration III AAU), performing administrative duties. Minorities are concentrated in the Public Safety and Custodial units (Service Maintenance EEO-6 category). All job titles, including unit supervisor, are listed from the lowest to highest paid within each department/unit. The *Workforce Analysis Report* is available, upon request, in the Compliance and Diversity Office.

B. JOB GROUP SUMMARY

The College's 593 full-time employees are grouped into categories using the relevant EEO Codes. These categories are divided into smaller subgroups called affirmative action units (AAUs), based on the duties as well as educational qualifications and skills required for job titles within the job categories. Each AAU has an individual utilization analysis worksheet (UAW), listing the job titles included in the subdivision. The UAW depicts the total group number as well as the numerical and percentage representation of ***Females, Total Minority including persons of two or more races, Asians, Blacks, Hispanics and Individuals with Disabilities.*** (See Appendix B).

Women and minorities represent a significant percentage of the College's employees. As of June 30, 2015, the College had a full-time, permanent workforce of 593 employees. The total number of protected ethnic/racial group members was 447 (75%), and 308 (58%) were women.

Areas with zero representation of women and/or a protected racial/ethnic group have been identified below.

In the Professorial ranks (excluding Lecturers and Instructors), there are 4 AAUs that have no representation of women or a protected minority group:

1. In Education, Asians are not represented. The lack of representation reflects the low availability rate of Asians for this AAU.
2. In English, blacks are not represented. The lack of representation reflects the low availability rate for this group in this AAU.
3. In Fine, Applied Arts, and Media – Visual and Performing Arts, Asians and Blacks are not represented. The lack of representation reflects the relatively low availability rates of these groups for this AAU.
4. In Foreign Languages, Asians and Blacks are not represented. Both groups have low availability rates.

In the Technical/Paraprofessional EEO-6 category/Administration IV AAU, Asians are not represented.

In the Secretarial and Clerical EEO-6 category/CUNY Administrative Assistant AAU, Asians are not represented, which reflects the relatively low availability rate for this group. With regard to selecting employees in this category, in general, the College is limited to a list of candidates provided by the Civil Service Commission. The University posts notices of classified staff examinations and also distributes notices to various ethnic and women's organizations.

In the Skilled Crafts EEO-6 category, women and Asians are not represented. The lack of representation reflects the low availability rate for both groups. With regard to selecting employees in this category, in general, the College is limited to a list of candidates provided by

the Civil Service Commission. The University posts notices of classified staff examinations and also distributes notices to various ethnic and women's organizations.

In the Service/Maintenance EEO-6 category/Custodial Assistant and Custodial Supervisory AAUs, Asians are not represented. The lack of representation reflects the low availability rate for Asians in these job groups.

C. DETERMINING AVAILABILITY

"Availability" is an estimate of the proportion of each gender and racial/ethnic group available for employment at the College for a given job group in the relevant labor market during the AAP year. Availability indicates the approximate level at which each gender and racial/ethnic group could reasonably be expected to be represented in a job group.

In adherence to the federal regulations, the College used recent and discrete statistical information to derive availability figures. Because of the University's educational requirements, the availability data is calculated according to information about earned degrees conferred from the U.S. Department of Education and the American Community Survey (2007-2011).

Internal recruitment sources indicated on the *CUNY Survey for Selected Titles* are used and weighted for titles with promotable and transferrable (feeder) titles. The sources and process to determine the availability data for the two-factor analysis is detailed in the *Factor/Source Sheet* section of the UAW (see Appendix B).

D. UTILIZATION ANALYSIS/COMPARISON OF INCUMBENCY TO AVAILABILITY

The utilization analysis compares the percentages of employees by gender and race/ethnicity with the overall availability data for each AAU. The UAW of each AAU indicates the current utilization of incumbents by gender and race/ethnicity. The analysis disaggregates Asians, Blacks, and Hispanics from Total Minorities to identify the percentage representation of these protected racial/ethnic groups. American Indian or Alaska Native employees comprise less than two percent of the University workforce and local population, thus are not identified as a discrete group in the analysis, but are included in the Total Minority category, Persons of two or more races are counted within the Total Minority.

The utilization analysis determines if any disparity between incumbency and availability exists for any of the protected groups. This disparity or *underutilization* is defined as any AAU in which fewer minorities or women are employed than would reasonably be expected given their availability in the relevant job market. The percentage difference between incumbency and availability is recorded in terms of whole persons, indicating how many women and members of protected racial/ethnic groups are underutilized. A placement goal is set when underutilization in any job group is one person or more.

The underutilization of females and total minorities is calculated in the UAW and is displayed in the chart *Results of Utilization Analysis and Annual Placement Goals* in Appendix C. If an AAU has underutilization for a specific protected minority group the number is indicated in

parenthesis.

E. HISTORICAL PROGRESS REPORT: 2014 AND 2015 UTILIZATION ANALYSES RESULTS

A comparison of the 2014 and 2015 utilization analyses identified changes in the numeric disparity in the AAUs by EEO Categories. The *Progress Report - Historical Underutilization* in Appendix D displays underutilization from 2011 to 2015.

Within the EEO categories, the difference in underutilization of racial/ethnic groups and women by AAU/job group is:

Executive/Administrative/Managerial

Last reporting year (2014), the senior-level executive (Administration I) AAU had no underutilization in any category. For this reporting year (2015), the underutilization of Blacks increased by one as a result of a voluntary separation of one Black employee.

Last reporting year (2014), the mid-level executive job group (Administration II) AAU had no underutilization in any of the protected groups. For this reporting period (2015), underutilization of Asians increased by one as a result of the voluntary separation of one Asian employee who was reassigned to a position in the (Administration) I AAU.

The affirmative action units of Administrative Superintendent of Buildings and Grounds, Computer Manager, and Security Director were too small to analyze.

Faculty

The underutilization of Asians in the Professorial ranks did not change from last reporting period in the AAUs for Education; and Fine, Applied Arts, and Media; in those AAUs, the underutilization remained at one (1). However, in the current reporting year, the underutilization of Asians decreased from one (1) to none in the AAUs for Social Sciences, and Biological/Biomedical Sciences (which incorporates the Agricultural & Life Sciences AAU in which the underutilization for Asians in the last reporting year was one (1)) as a result on one Asian new hire in each AAU. There is no underutilization of Asians in any other Professorial AAU.

With regard to the underutilization of Blacks in the Professorial ranks, underutilization remains at one (1) in English. There is no underutilization of Blacks in any other Professorial AAU.

The underutilization of women decreased in the Social Sciences AAU from 2 to none; in the Fine, Applied Arts, and Media AAU from 2 to one (1); and in the Physical Sciences (now part of the Biological/Biomedical Sciences AAU) from 2 to one (1) this year as a result of new female hires.

The underutilization of women in the Foreign Languages AAU remains at 3.

The underutilization of women increased in the Health Professions AAU from one (1) to 2, as a result of the separation of 2 females; nevertheless, the utilization of females in this AAU remains high at 68%. The underutilization of women also increased in the English AAU from none to 2 as a result of the separation of one (1) female; nevertheless, more than half (52%) of this AAU is comprised of females.

There is no underutilization of women in any other Professorial AAU.

There is no underutilization of Hispanics in the Professorial ranks.

Professional/Non-Faculty

Last reporting year (2014), in the Administration III AAU, Asians were underutilized by four (4). This reporting year (2015), the underutilization of Asians increased by one (1) and otherwise the underutilization figures remained the same.

The College made good faith efforts to recruit a diverse applicant pool, and Asians were represented in the applicant pool. Overall, the College continues to strive toward recruiting Asians and has made continuous increases in the number of applications, interviews, offers, and new hires of Asian candidates. For example, in the Fall 2012 reporting period, the College received 208 applications from candidates who self-identified as Asian. That year, the College interviewed 9 Asian candidates and hired 2 of them. In the 2013 reporting year, the College received 435 applications from Asian candidates, interviewed 24, and hired 2. In the 2014 reporting year, the College received 482 Asian applicants, interviewed 20, and hired 6. This reporting year (2015), the College received 506 applications from Asian candidates, interviewed 25, and hired 9.

Secretarial/Clerical

This reporting year (2015), in the CUNY Administrative Assistant AAU, there is underutilization of one (1) female and one (1) Asian. Last year's report (2014) had the same underutilization figures.

This reporting period (2015), in the CUNY Office/Secretarial Assistant AAU, there is underutilization of one (1) Asian. Last year's report (2014) had the same underutilization figures.

This reporting period, underutilization analysis for the Mail/Message Services Worker AAU was not conducted because that AAU was too small to be analyzed.

Technical/Paraprofessional

In the Computer Specialist AAU, last year's underutilization of one (1) Asian persists and the underutilization of Blacks increased to one (1). However, the underutilization of women decreased from 3 to 2 as a result of the separation of two males.

During this reporting year (2015), in the Accountant Assistant AAU, there was no underutilization in any of the categories. Last year's report (2014) had the same underutilization figures.

In the Administration IV - College Lab Technicians AAU, the underutilization of one (1) Asian persists. Last year's report (2014) had the same underutilization figures.

This reporting period, underutilization analyses for the Accountant and Media Services/Print Shop AAUs were not conducted because those AAUs were too small to be analyzed.

Skilled Crafts

This reporting period (2015), in the Skilled Crafts AAU, there is underutilization of one (1) female and one (1) Asian. Last year's report (2014) had the same underutilization figure.

Service/Maintenance

For this reporting period (2015), in the Custodial Supervisory AAU, the underutilization of one (1) female persists.

In the Custodial Assistant AAU, the underutilization of one (1) Asian persists, and the underutilization of females increased from 2 to 3 as a result of one (1) male new hire and one (1) female separation.

For this reporting period (2015), in the Campus Safety Sergeant AAU, the underutilization of one (1) Black persists. However, last year's underutilization of one (1) Asian was eliminated with one Asian new hire.

This reporting period (2015), in the Campus Peace/Security Officer I AAU, there is underutilization of one (1) female. Last year's report (2014) had the same underutilization figure.

This reporting period, underutilization analyses for the Basic Crafts and Campus Peace/Security Officer Level 2 AAUs were not conducted because those AAU's were too small to be analyzed.

F. DETERMINING ADVERSE IMPACT

The Impact Ratio Analysis is based on the information presented in the Personnel Activity Table and Applicant Data Recruitment Documentation. The Impact Ratio Analysis, an evaluation of personnel transactions in each EEO category, determines any disparities or adverse impact in the personnel actions. The personnel transactional data for minorities and non-minorities and for men and women is examined. The analysis indicates if an employment practice results in a negative consequence more often for members of protected groups than for other employees or applicants. In addition to CUNY first reports, a variety of sources provide information for the analysis, including the Offices of Human Resources, Academic Affairs, and Compliance and Diversity.

The Impact Ratio Analysis is divided into three areas:

Part One: The Hires Analysis reviews the hiring practices by comparing the number of hires to applicants

Part Two: The Promotion Analysis examines the promotion, upgrades/re-classification and transfers by comparing the number of employees promoted to incumbents;

Part Three: The Termination Analysis calculates the attrition rate by comparing the number of terminations to incumbents.

The actions completed during the previous 12 months are summarized in the following documents:

1. Analysis of Personnel Activity Table

- a. New Hires

The College hired 145 new full time employees; of these 67 were women, and 113 were minorities. Of the minorities, 33 are Black, 70 are Hispanic, 9 are Asian, one (1) identified as Two or More Races, and none are American-Indian.

- b. Promotions/Upgrades

Of the 9 members of the professoriate who applied for promotion, 9 received an upgrade in rank. In the Higher Education Officer series 13 employees were reclassified. In the secretarial/clerical job group, there was one promotion.

Of the 9 members of the Professoriate who applied for promotion and received an upgrade in rank, 6 are female and 3 are of minority descent. One (1) white male in the English Department (English AAU), one white male in the Allied Health Sciences Dept. – Dental Hygiene unit (Health Professions AAU), and one (1) Hispanic female in the Mathematics Department (Mathematics and Computer Science AAU) were promoted from Associate Professor to Full Professor.

Two (2) white females from the Library (Library AAU); one white female from the English Department (English AAU); one (1) Black female from the Allied Health Sciences Department – Dental Hygiene unit (Health Professions AAU); and one (1) white female from the Natural Sciences Dept. – Biology unit (Biological and Biomedical Sciences AAU) were promoted from Assistant Professor to Associate Professor.

In the Non-Faculty areas:

There were 13 re-classifications in the HEO series: two (2) Hispanic females and one (1) Black female were re-classified from Assistant to HEO to HE Assistant; one (1) Hispanic female and one (1) Black female were re-classified from HE Assistant to HE Associate; two (2) Hispanic

females, two (2) Hispanic males, and one (1) Black female were re-classified from HE Associate to HE Officer.

Finally, during the reporting period, one (1) Hispanic female was promoted from CUNY Office Assistant to CUNY Administrative Assistant.

c. Terminations/Separations

The number of employees separated from the workforce was 114, including 53 women and 93 minorities. Of the minorities, 28 are Black, 59 are Hispanic, and 6 are Asian.

d. Transfers

The number of employees who transferred was 8, including 7 women and 6 minorities.

2. Analysis of Applicant Data-Recruitment Documentation

A review of this year's data-recruitment information reveals that College is recruiting, interviewing, and making job offers to a high percentage of women and protected groups. This reporting period, the College received 5453 total applications.² Of the applicants, 2823 or 51.7% were women and 3956 or 72.5% were from minority groups (36.4% Black, 25.9% Hispanic, 9.2% Asian, and 1% other minority groups).

Of the 317 interviews that were conducted, 157 or 49.5% of the interviewees were women and 240 or 75.7% were from minority groups (28% Black, 38.8% Hispanic, 8.5% Asian, and .3% other minority groups).

Of the 152 job offers that were given this reporting year, 74 or 48.6% were to women and 116 or 76.3% were to minorities (22.3% Black, 46.7% Hispanic, 6.5% Asian, and .6% other minority groups). There are no disparities apparent in the number of offers made to female and minority candidates.

See Appendix E for *Personnel Activity Table/Applicant Data-Recruitment Documentation*.

3. Impact Ratio Analysis

The analysis indicated no adverse impact in any of the categories.

The female hiring rate this reporting year is 46.2%. Females were the "Favored Group" in the following EEO-6 categories: Professional/Non-Faculty, Secretarial/Clerical, and

² The number of applicants whose race/ethnicity was unknown was not counted as part of the total number of applicants.

Service/Maintenance. There were no female new hires in the Skilled Trades EEO-6 category.

The minority hiring rate this reporting year is 77.9%. In the analysis of Non-Minority vs. Minority new hires, minorities were the “Favored Group” in the following EEO-6 categories: Faculty, Professional/Non-Faculty, Technical/Paraprofessional, and Service Maintenance.

With regard to promotions, females were the “Favored Group” in the Faculty, Professional/Non-Faculty, and Secretarial/Clerical EEO-6 categories. Minorities were the “Favored Group” in the EEO-6 category.

See Appendix F for the *Impact Ratio Analysis*.

G. TENURE ELIGIBILITY SURVEY

A review of the tenure decisions compares employees eligible for tenure to those granted tenure or certificates of continuous employment. Members of the professoriate, college laboratory technicians (CLTs), and lecturers receive tenure or certificates of continuous employment (CCE), respectively, if recommended by Departmental and College-wide Personnel and Budget (P&B) Committees. The president presents the candidate for tenure or CCE to the Board of Trustees (BOT). If the BOT approves, the tenure status becomes effective on the first of September following approval. In some cases, faculty members may receive consideration for early tenure. See Appendix G for the Tenure Eligibility Survey.

A review of the tenure decisions effective September 1, 2014 reveals the following:

During the reporting period, 16 faculty members and one college laboratory technician were presented for tenure or Certificate of Continuing Employment (CCE): 5 Associate Professors, 7 Assistant Professors, and 1 College Laboratory Technician were presented for tenure; and 4 Lecturers were presented for CCE. All were recommended and granted tenure or CCE by the Board of Trustees, effective September 1, 2014.

The tenure recipients included faculty from the following academic units:

The 5 Associate Professors were from the English Dept.; the Library Dept.; Mathematics Department; and the Natural Sciences Dept. (Biological/Biomedical AAU). Of the Associate Professors, 4 are female, and one (1) is Hispanic. The 7 Assistant Professors were from Allied Health Sciences Dept. (Health Professions AAU); the Education Dept.; the Library Dept.; Mathematics Dept.; and Natural Sciences Dept. Of the Assistant Professors, 4 are female, and 2 are Asian.

H. ANALYSIS OF SYSTEMIC COMPENSATION

The University manages a number of pay plans with different features: Executive Compensation Plan (ECP), Faculty and Non-Teaching Instructional Staff, and Classified Civil Service (plans for managers and staff).

We conducted an annual review of employee compensation at the College. The results of this review were reviewed with senior management on October 22, 2015. At this review, the Chief Diversity Officer and Human Resources Director discussed specific findings as well as compensation best practices with members of the President's Cabinet.

We reviewed salary organized by Affirmative Action Unit (AAU) within EEO-1 category. Categories are broken down further into Title (Administrators) or Title and Discipline (Faculty). Generally, any area in which there is a pay discrepancy on the basis of race or gender exceeding 5% is flagged for review of the pay of individual incumbents. (See Appendix K)
The College has developed and documented the following policies and guidelines for effective compensation management.

- Performance Appraisal/Setting of Merit Increases and Pay Increases upon Promotion
 - Guidelines for performance appraisal and recommendations of discretionary pay increases are established by University management, subject to requirements established by civil service regulations, government mandates and bargaining unit agreements. These vary according to title and job function.
 - All recommendations for pay increases for Executives are reviewed by University management.
 - Recommendations for pay increases for faculty and administrative staff are requested by the department managers/supervisors. If approved by the Division Heads, the recommended Higher Education Officer (HEO) actions (through the HEO packet submissions) are submitted to the Director of Human Resources for review. Then the recommended actions for HEO employees are presented to the Administrative Review Committee (ARC). If approved by ARC, the recommended actions (HEO packets) are submitted to the President for his review and approval. Upon receipt of the President's approvals, the pay increases are entered into CUNYFirst. Faculty pay increases are approved through the Personnel and Budget Committee and the President.
 - Recommendations for discretionary pay increases for classified civil service staff are limited due to Civil Service regulations and bargaining unit agreements. In those cases where discretionary pay increases are permitted, they are submitted to the Human Resources Department for review to ensure compliance with classified staff contracts and CUNY regulations. Approvals from the Division Heads, President, and CUNY's Central Office are also required.
- Setting of Starting Salaries
 - Guidelines for starting salary recommendations are established by University management, subject to requirements established by civil service regulation,

government mandates, budget sufficiency, and bargaining unit agreements. These vary according to employee titles and job functions.

- Starting salaries for Executives are subject to guidelines established by the University and approved by the New York State legislature. Executive starting salaries are limited to a pre-established pay range and are reviewed by University Management. Exceptions to policy require additional justification.
- Faculty and administrators' starting salaries are set within pre-established ranges in bargaining unit agreements. There is also a prescribed practice for justifying any exceptions to starting salary policies, which includes a committee review. Additionally, new HEO Series employees' starting salary is generally about 12% more than their current salaries, but cannot exceed the pre-established ranges or the posted salary.
- Classified civil service starting salaries are strictly limited due to regulation; in most cases the requirement is that all individuals starting in a civil service title are paid the minimum in the range, or the minimum step for that title. When there are exceptions to this practice, a justification letter from the President and other supporting documents are submitted to the Vice Chancellor for approval.
- Tracking and Evaluation of compensation decisions to assure compliance are performed by the Human Resources Department. Compensation decisions made by the hiring managers are first reviewed by the Human Resources Department for HEO Series employees and classified staff to ensure compliance with policies as well as budget guidelines. Compensation decisions for faculty are reviewed and approved by the Provost and Personnel and Budget Committee.
- Document Retention. Document Retention is governed by the CUNY Records Retention and Disposition Schedule (2007). Section 1(310) requires summary personnel records to be retained indefinitely and detailed records, including items such as performance appraisals, be retained for six years following employee resignation/termination. Section 32(333) requires that job classification decisions related to individual employees be retained for ten years. The College has adopted the following policies and guidelines for managing additional elements of pay.
- Bonuses. Bonuses are generally limited to Executives and members of the Classified Managerial service. There is a prescribed procedure for each group developed by the University, in which all eligible incumbents are considered for bonuses at the same point in time. All bonus awards must be justified in a completed performance appraisal. For this program year, the College did not pay bonuses to employees under these plans. However, if bonuses are paid, they must be reviewed and approved by the President.
- Perquisites. Perquisites offered to Executives other than the College President are outlined in the University's Executive Compensation Plan. All executives at a given title or level are offered equivalent perquisites.

- Stock. As a government employer, CUNY does not offer stock or equity to any employee.
- Overtime and Additional Assignments.
 - For those job titles where overtime is assigned, all overtime must be approved in advance by the manager of the employee's department. Overtime is usually only assigned to employees in the Public Safety and Facilities Departments when necessary to provide required staff coverage. However, due to necessary fiscal controls, overtime assignments are discouraged and rarely used.
 - CUNY has established rules for multiple appointments (assignments) which are outlined in CUNY's "Multiple Position Policy" and apply equally to all incumbents in a given title.
- Differentials. All differentials are available to all incumbents in a given title and are based on factors such as time in service, specific work schedules (such as nights or weekends), specific assignments (such as K-9 patrol for security guards), and degrees/certifications. These conditions are detailed in individual bargaining unit agreements and apply to all incumbents in the respective titles or units.
- Honors and Awards. No honors or awards programs have financial impact.
- Payments upon Severance or Retirement.
 - Executives receive payments upon severance or retirement based on years of service in the Executive ranks, which are applied to all Executive titles. Severance provisions are documented in the Executive Compensation Plan developed by the University and described above.
 - Faculty, Instructional Staff, and some Classified staff receive terminal payments upon retirement based on a combination of age, overall years of CUNY service, years of service in the title from which the employee retires, and/or the amount of unused accrued sick leave. These rules are established in bargaining unit agreements and Civil Service Policy Bulletins and apply equally to all incumbents in respective titles.

V. Action-Oriented Programs

The Action-Oriented Programs designed to address the underutilization of women and minorities and any adverse impact of the employment practices are discussed below. These Programs are carried-out throughout the AAP year. The College tailored its action-oriented programs to ensure these initiatives are specific to the problem (s) identified.

A. IMPLEMENTATION OF ACTION PROGRAM 2014 – 2015

The results-oriented activities to address underutilization during the past year (2014 – 2015) include:

The College continues to make good faith efforts to recruit candidates from protected groups. During the reporting period, job announcements were advertised in various periodicals and websites that have wide circulation and readership, including the Chronicle of Higher Education, Asiansinhighered, HRPromise, naaap.org, womeninhighered, academicdiversitysearch.com, engr.psu.edu/fff, womenforhire.com, dice.com, and the CUNY and Hostos Community College websites. Job advertisements are also disseminated to various ethnic organizations, including the Institute for Research on the African Diaspora in the Americas and the Caribbean (IRADAC), the John D. Calandra Italian-American Institute, and the National Puerto Rican Coalition, Inc, and advertised in other professional publications and list-serves. The College also sends all job announcements to the Bronx Outreach Specialist at the US Dept. of Veterans Affairs and the NYS Adult Career and Continuing Education Services – Vocation Rehabilitation unit (ACCESS – VR), an organization that assists people with disabilities, and New York State workforce agencies. The University sends advertisements to wide-reaching recruiting sources such as DirectEmployer (which posts job announcements on over 3,000 websites and includes disability, diversity and veteran outreach), HERC, Indeed.com, Monster.com, Inside Higher Ed, and Simplyhired.com.

In addition, during job searches, the Chief Diversity Officer (CDO) conducts a “charge” meeting in which search committee members are apprised of the College’s commitment to diversity, pluralism, inclusion, and fostering a non-discriminatory working environment. The CDO instructs the search committee to refrain from asking irrelevant interview questions relating to protected categories, including, but not limited to, race, national origin, ethnicity, sex, disability, and military status. The CDO is available for any questions the search committee chair/members may have with respect to diversity and non-discrimination. The College will continue to examine its recruitment practices so that there are diverse applicant pools for vacancy announcements.

Also, the College is in its third year of its five-year Faculty Diversity Strategic Plan, which was implemented in the Fall 2013. The Plan focuses on continuously improving in three goal areas in the faculty ranks: (1) recruitment; (2) retention, and (3) climate. During the reporting period, among other things, the College’s Office of Academic Affairs invited a Diversity and Equity Consultant to conduct workshops for chairs, coordinators, directors, and staff designed to explore the culture of inclusivity at Hostos and ways that they can work positively to provide a welcoming and accepting space for everyone in the college community. The College’s Office of Academic Affairs also strengthened its faculty mentoring programs and began a faculty resource directory, which provides profiles on faculty members who have scholarly interests in areas of diversity.

Hostos’ Office of Compliance and Diversity (OCD) continues to implement its Equal Employment/Education Opportunity (EEO) training program designed to provide supervisors and employees with up-to-date federal, state, and local anti-discrimination laws and regulations,

information about reasonable accommodations, and information regarding filing complaints. During the reporting period, the College also implemented Title IX Sexual Harassment training. The EEO/Title IX training sessions include discussions on the College's commitment to diversity, non-discrimination, and combatting sexual harassment. During the 2014-2015 reporting period, the OCD conducted EEO/Title IX training sessions for new faculty, adjunct faculty, the Financial Aid Office, Human Resources Department, and Public Safety Department, Counselling Center.

1. Goal Attainment 2014 – 2015: Addressing Underutilization

The College hired 145 employees into full time positions between July 1, 2014 and June 30, 2015 as depicted in the *Personnel Activity Table*. The impact of these appointments is included in the 2014 Results of the Utilization Analysis and Annual Placement Goals, which identifies the extent to which disparities between incumbency and availability in AAUs were eliminated, reduced or remained unchanged See Appendix C1.

The College's new hires led to attainment of goals during the reporting period. The College successfully achieved its goals in hiring women and minorities in the following EEO-6 groups:

Faculty (Professorial):

Fine/Applied Arts/Media – Female underutilization decreased.

Social Sciences – Female and Asian underutilization was eliminated.

2. Initiatives and Activities

The Faculty Fellowship Publication Program aims at advancing the University goal of a diverse professoriate and the Diversity Projects Development Fund assists in educational activities for or about populations that traditionally under-represented. Both programs support faculty retention and advancement. During the reporting year, three (3) faculty members participated in the Fellowship Publication Program and none participated in the Diversity Projects Development Fund.

Among the activities to promote diversity the College held /conducted the following:

--*Celebrating 2015 Black History Month, African American Read-in* with Prof. Cynthia Jones, English Dept.;

--*Diversity workshop by Diversity and Equity Consultant Benny Vasquez* – The College's Office of Academic Affairs hosted a special workshop for chairs, coordinators and directors designed to explore the culture of inclusivity at Hostos and ways that they can work positively to provide a welcoming and accepting space for everyone in the college community;

In addition, the College also held numerous activities to promote diversity via the Hostos Center for the Arts & Culture, the College's centerpiece for cultural activity. The Center consists of a museum-grade art gallery, a 367-seat theater, and a 907-seat concert hall. The Hostos Center for Arts and Culture has distinguished itself for showcasing the cultural traditions of the

communities that the Center serves, by presenting premiere festivals and concert series.

The Hostos Center for Arts and Culture produces and presents dance, painting, sculpture, drama and literary arts, from folk traditions to the *avant-garde*. A typical season includes a visual arts exhibition; periodic festivals featuring different cultural traditions; the Hostos Repertory Company; and an individual artists' program consisting of commissions and residencies. Other cultural activities include celebrations of Hispanic Heritage Month, Black History Month, Dominican Heritage Month, Puerto Rican Heritage Month, Women's History Month, Hanukkah, Kwanzaa, and Christmas via live music concerts, art and photography exhibits, dance concerts, film presentations, and lectures.

All series are open to the College community at no cost or at significant discounts, depending on the nature of the event. The 2014 – 2015 season included the following performances:

Ben Atherton-Zeman's *Voices of Men* – A free performance that uses male celebrity impressions and humor to educate men and women about gender-based violence;

Momma's Hip Hop Kitchen – “Volume 8: Enough is Enough” a free event in honor of Women's History Month, designed to bring awareness to the violence in our communities, especially violence against women;

The Soul of the Clave - Celebrating Hispanic Heritage month with some of the best Latin jazz players in New York City--the SYOTOS Band weaves contemporary uptempo beats with Latin music with a global reach, combining Afro-Cuban, funk, jazz, gospel, and contemporary classical music.

3. Dissemination of Non-Discrimination Policy and Program

The Non-Discrimination Policy is available on the College's website, in the Office of Compliance and Diversity (OCD), on the OCD website, and provided at Equal Employment Opportunity (EEO) training sessions for managers and employees. The president's Re-Affirmation Letter is sent to all employees and students. The AAP is in the library, in the Office of Compliance and Diversity, and on the OCD website. In Fall 2014, a statement of non-discrimination was posted in a local Bronx newspaper in English and Spanish. The posting includes a telephone number for people with vision impairments that will direct the caller to a recording of the non-discrimination statement. The College plans such posting on an annual basis.

B. RESPONSE TO 2015 UNDERUTILIZATION

The College has established a placement goal whenever minority or female representation within an AAU was less than would reasonably be expected given the availability data. Corrective actions were developed only when the underutilization equaled at least one whole person.

1. Results of Utilization Analysis and Annual Placement Goals for 2015-16

Placement goals to address female and minority underutilization are established by AAU equal to the current availability data for the job group. As the UAWs display, the utilization analysis disaggregates the groups within total minorities to identify underutilization of protected ethnic/racial classes. The College establishes placement goals for women, total minority and each racial/ethnic group underutilized. The goals match the availability data and are displayed in the chart *RESULTS OF UTILIZATION ANALYSIS AND ANNUAL PLACEMENT GOALS (APPENDIX C2)*.

Placement goals help guide recruitment activities and the College will observe good faith efforts to recruit a broad and inclusive pool of qualified applicants. The College plans to hire in the following job groups in which underutilization currently exists:

Administration I; Administration II; and Administration III; Faculty (Professorial): English, Social Sciences, Physical/Natural Sciences; Computer Specialist; Custodial Supervisor; and Custodial Assistant.

2. Employment Practices: Recruitment, Selection, and Advancement

Placement goals to eliminate underutilization are addressed through advertising and recruiting efforts that broaden the applicant pool, as well as other results-oriented campus initiatives. The College's employment practices conform to the bylaws of the Board of Trustees of The City University of New York, applicable collective bargaining agreements as well as Federal, State, and Local laws and regulations.

The College's workforce consists of different employee groups. Executive employment is governed by the contents of the Executive Compensation Plan which is developed by the University and approved by the New York State legislature. Additional guidelines for recruiting are provided by the University's Vice Chancellor for Human Resources Management.

Faculty and Administrative Staff are considered "Instructional Employees" (Teaching and Non-Teaching). Their employment is governed by bargaining unit agreements, supplemented by the University's Standards of Practice and other guidelines issued by the University Office of Recruitment and Diversity, including a University-wide Search Committee Guide.

Classified Civil Service Staff employment is governed by Rules and Regulations developed by the University and overseen by an independent Civil Service Commission under the oversight of the New York State Department of Civil Service. Application and selection practices for Classified Civil Service employees apply equally to all candidates for a given title or level.

As part of the University's affirmative action program, procedures and services to assist campuses in recruitment have been developed. These include:

- Required posting of open positions and of Civil Service Notices of Exam (NOE). Normally faculty vacancies are posted for 60 days and administrative vacancies are posting for 30 days.
- Forwarding of all of the University's job vacancies to the New York State Department of Labor (for posting with the Workforce Centers) as well as to a network of job boards which include job boards dedicated to Individuals with Disabilities, Veterans, Minorities, and Females.
- Maintenance of a job posting site with accessibility features for Individuals with Disabilities.
- Maintenance of a job posting site for veterans featuring a crosswalk between CUNY vacancies and military titles and job codes.
- Collection of all applications into a single system where pre-established screening practices relevant to the specific function may be applied.
- A job application process where all candidates are invited to self-identify race/ethnicity, gender, veteran status, or disability status. This information is kept confidentially and used to analyze the composition of applicant pools by vacancy and overall.
- A committee recruiting process by which a diverse team evaluates candidates according to consistent guidelines and interview questions.
- Educational materials for hiring managers and members of recruiting committees, including compliance guidelines such as prohibited questions.
- A shared on-line site with resources on candidate sourcing (such as internet job board listings for outreach) and other recruitment issues.
- Regular education programs for managers and staff in Human Resources and Diversity on best practices in effective recruiting.
- An annual survey program for new hires to identify potential areas of concern in how the College communicates with its candidates.

The Compliance and Diversity and Human Resources Offices monitor the recruitment and selection practices of all employees. Specifically, the Chief Diversity Officer (CDO) is responsible for ensuring that the following initiatives are undertaken or continue to be implemented:

- a. Broadening recruitment efforts to reduce or eliminate underutilization.
- b. Charging search committees to familiarize them with recruitment protocols.
- c. Attending joint meetings between CDOs and the University Advisory Council on Diversity (UACD) to discuss issues of concern.
- d. Attending informational sessions and training provided at monthly meetings of the Council of Chief Diversity Officers (CCDO) and meetings of a University-wide Recruiting Network which meets three times a year. Among other topics, training sessions in this past year covered recruiting and retaining Individuals with Disabilities (January 23, 2015) and recruiting and retaining Veterans (April 20, 2015).
- e. Demonstrating compliance with University policy and procedures.
- f. Encouraging employees to participate in University-sponsored professional development programs.
- g. Ensuring that all interviews, offers of employment and/or wage commitments are consistent with College policy.

The College President has ultimate authority to recommend new hires for approval by the CUNY Board of Trustees.

Employee advancement is governed by University policy, bargaining unit contracts, and Civil Service regulations. The College President has ultimate authority to recommend employee advancements for approval by the CUNY Board of Trustees.

- Promotions into and within the Executive grouping are individually reviewed by the University Office of the Vice Chancellor of Human Resources Management and require detailed job descriptions and substantial written documentation.
- Promotions and tenure decisions within the Faculty ranks are governed by an extensive committee review process, again requiring substantiation and written justification.

- Promotions and other advancements within the Administrative staff are managed through a “reclassification” process that is reviewed by the University Office of Human Resources Management, requiring justification that the new position represents a substantial increase in duties as well as detailed job descriptions and organization charts.
- Promotions and advancements in the Classified Civil Service are achieved either through automatic level advancements detailed in bargaining unit agreements, generally based on years of service, through promotional examinations, or through an evaluation of job duties for various levels of a title, which are detailed in the written Civil Service specifications for that title. The Director of Human Resources as the “Appointing Officer” monitors civil service appointment and promotion processes.
(Include any additional responsibilities of the CDO and any specific corrective actions the College will undertake).

C. Internal Audit and Reporting

The internal audit and reporting system is used as the basis for evaluating results-oriented programs and affirmative action efforts. The records are maintained in the CUNYfirst system to provide information for updating the Affirmative Action Plan. The president has designated responsibility for implementing the audit and reporting system of the AAP to the CDO who will:

1. Monitor the records of personnel activities, including new hires, transfers, promotions, and terminations.
2. Review personnel activities and the AAP with senior level officers.
3. Advise senior management of program effectiveness and provide recommendations to improve areas of concern.

VI. INDIVIDUALS WITH DISABILITIES AND PROTECTED VETERANS

A. Review of Personnel Processes

To ensure that all personnel activities are conducted in a job-related manner that provides and promotes equal employment opportunity for all known employees and applicants with disabilities and protected veterans, reviews are periodically made of the College’s examination and selection methods to identify barriers to employment, training, and promotion and to ensure that all personnel activities are conducted in a manner which provides and promotes equal opportunity.

The College asserts that its personnel processes do not stereotype individuals with disabilities or

protected veterans or otherwise limits their access to jobs for which they are qualified and that they are featured in college publications.

B. Review of Physical and Mental Job Qualifications

To ensure that all physical and mental qualifications and requirements are job-related and consistent with business necessity and promote equal employment opportunity for all employees and applicants with disabilities and protected veterans, reviews are periodically made of the College's physical and mental qualifications and requirements as they relate to employment, training, and promotion.

Any previously reviewed classification of positions will be reviewed again if there is a change in working conditions, which affects the job's physical or mental requirements (e.g. new requirements or equipment). As new job qualifications are established, the College will review the physical and mental job qualification to ensure that the qualifications do not screen out or tend to screen out qualified disabled individuals or protected veterans and that the qualifications are job related and consistent with business necessity and the safe performance of the job.

To the extent that physical or mental job qualification requirements screen out or tend to screen out qualified disabled individuals or protected veterans in the selection of current employees or applicants for employment or other changes in employment status such as promotion or training, the College assures that the requirements are related to the specific job(s) for which the individual is being considered. Both the Human Resources and Compliance and Diversity review job descriptions for vacant positions. Moreover, the University's Office of Human Relations Management conducts periodic analyses of the description of positions for which recruitment will be undertaken. This review compares the position vacancy notice with the established criteria. Any disparity with the essential functions of the job and the qualifications are brought to the attention of the college's Office of Human Resources.

C. Reasonable Accommodation to Physical and Mental Limitations

(Include reasonable accommodations activity, e.g., number of requests made and honored, facility improvements, web and IT accessibility, universal design)

The College provides reasonable accommodations to physical and mental limitations of applicants and employees with disabilities or disabled veterans. The College makes reasonable accommodations under this condition to those individuals who have requested a reasonable accommodation. Under the University's Reasonable Accommodation Policy, the Human Resources Director is responsible for making arrangements to provide reasonable accommodations to applicants for employment, current employees and visitors. Anyone may request an accommodation by contacting the Human Resources Office.

To formally request an accommodation, individuals with disabilities should contact:

Name: Keisha Pottinger-Moore

Title: Human Resources Manager

Phone: 718-518-6652 Fax: 718-518-6621

Email: kpottinger@hostos.cuny.edu

Procedures for requesting an accommodation are detailed in *Procedures for Implementing Reasonable Accommodation at The City University of New York*, available at:

<http://www.cuny.edu/about/administration/offices/ohrm/policies-procedures/reasonable-accommodation.html>.

The College also accommodates employees who serve in the armed forces with its liberal military leave policy, which includes granting leaves of absence to employees who participate in honor guards at the funeral of veterans.

D. Harassment Prevention Procedures

The University has developed procedures to ensure that individuals with disabilities or protected veterans are not harassed. (See II. *Non-Discrimination and Affirmative Action Policies*). As specified in the University policy, the 504/ADA Coordinator, Michele Dickinson, Esq., is responsible for coordinating efforts to ensure access and non-discrimination for individuals with disabilities. To file a complaint, individuals should contact the 504/ADA Coordinator.

E. External Dissemination of EEO Policy, Outreach and Positive Recruitment

Efforts to disseminate the Non-Discrimination Policy and conduct outreach and positive recruitment include the following:

1. Publishing the Non-Discrimination Policy in the New York *Times* by ORD.
2. Initiating and maintaining communication with organizations having special interests in the recruitment of and job accommodations for disabled veterans, other protected veterans, and individuals with disabilities.
3. Including workers with disabilities when employees are pictured in educational, promotional, or job advertisements.
4. Disseminating information concerning employment opportunities to media that reach disabled veterans, other protected veterans, and individuals with disabilities.
5. Informing recruiting sources, in writing and orally, of the Affirmative Action policy for disabled veterans, other protected veterans, and individuals with disabilities.
6. Advertising job openings with a variety of external resources. This is an on-going activity. A listing of job opportunities reported to the State Employment Offices.

7. Participating in programs that employ protected veterans and individuals with disabilities.

F. Internal Dissemination of EEO Policy, Outreach and Positive Recruitment

To foster positive support for the affirmative action program for protected veterans and individuals with disabilities, the College will implement or continue to implement the following internal dissemination of its policy and procedures:

1. Including the policies in the College's policy manual and other in-house publications.
2. Conducting special meetings with senior staff and other supervisory personnel to explain the intent of the policy and individual responsibility for effective implementation.
3. Scheduling training sessions for employees involved in recruitment, selection, promotion.
4. Discussing the policies thoroughly in both employee orientation and management training programs.
5. Posting the Reasonable Accommodation's policy on College bulletin boards, along with CUNY's Non-Discrimination Policy, which includes protection from harassment on the basis of disability.
6. Featuring persons with disabilities in handbooks or similar publications for employees.

G. Utilization Analysis Review: Benchmark Recruitment Goal

In accordance with Section 503 Rule of the Rehabilitation Act, a hiring benchmark goal of 7% for the employment of individuals with disabilities in each job category has been established. Further, the Vietnam Era Veterans' Readjustment Assistance Act of 1974 (VEVRAA) has established a benchmark of 7% for the employment of protected veterans by workforce.

Efforts to achieve these objectives are outlined below.

The recruitment, application and appointment processes are monitored to encourage the representation of protected veterans as well as employees and applicants with disabilities.

Data for employees known to have disabilities and protected veterans could not be acquired with reasonable certainty. However, the college will institute procedures by which to acquire such information - such as through invitation to self-identify - and will begin to track and analyze that data beginning in 2016.

H. Audit and Reporting System

The 504/ADA Coordinator is responsible for the College's audit and reporting system that addresses the following:

1. Measures the effectiveness of the College's overall Affirmative Action Program and whether the College is in compliance with specific obligations.
2. Indicates the need for remedial action.
3. Measures the degree to which the College's objectives are being met.
4. Determines whether there are any undue hurdles for individuals with disabilities and protected veterans regarding campus sponsored educational, training, recreational, and social activities.

In addition, the 504/ADA Coordinator works with the UACD if audits uncover issues. The campus Coordinators also receive regular guidance concerning reporting systems at the monthly CCDO meetings and the periodic 504/ADA Coordinators meeting.

I. Responsibility for AAP Implementation

As part of its efforts to ensure equal employment opportunity to disabled veterans, other veterans, and individuals with disabilities, the College has designated specific responsibilities to various staff.

Charles Uwa, Veterans Coordinator
Michele Dickinson, Esq., Interim Chief Diversity Officer
Raymond Perez, Director, Accessibility Resource Center

1. The President

The president is responsible for the implementation of the program and appoints the 504/ADA Coordinator to oversee that the College is in compliance.

2. The 504/ADA Coordinator

The president assigned the duties of the 504/ADA Coordinator to Michele Dickinson, Esq.

The responsibilities of the 504/ADA Coordinator include:

- Monitoring the college for 504/ADA compliance
- Resolving issues before they become potential grievances
- Making and informing applicants of final decision regarding disputed accommodations

- Collecting and maintaining information on number of accommodations requested and provided
- Ensuring pertinent records are stored securely and protected from damage or loss
- Ensuring medical documentation is kept confidential, used to evaluate accommodation requests, and shared only on a need- to- know basis.
- Providing training, if appropriate, to those who interact with individuals with disabilities
- Serving as chair of the 504/ADA committee

3. 504/ADA Committee

The 504/ADA Committee serves as an advisory committee to the Coordinator.

The Committee is comprised of representatives from various divisions, departments, and programs, including individuals with disabilities.

The Committee members are composed of faculty members, staff members, and students who show an interest in promoting the awareness of disabilities-related issues. The members of the committee are:

Co-chairs: Prof. Julie Trachman and Prof. Elyse Zucker

Faculty: Profs. Alice Cunningham, Ralph Schwartz, and Lizette Colon.

Staff: Mr. Jason Libfeld, Ms. Susan Miceli, Nurse Alejandrina Pena, Mr. Joshua Rivera, and Mr. Roberto Williams

Ex-officio: Michele Dickinson, Esq. (Interim Chief Diversity Officer)

Ex-officio: Raymond Perez (Director, Accessibility Resource Center)

4. College Officials

In their direct day-to-day contact with college employees, college officials assume certain responsibilities to help the College comply with disability regulations, including working with the Office of Human Resources to identify reasonable accommodations.

J. Training to Ensure AA Implementation

Employees involved with the recruitment, selection, promotion, disciplinary actions, training, and related processes of individuals with disabilities or veterans are acquainted with the College's Affirmative Action Program. The University Office of Recruitment and Diversity and Office of Professional Development and Learning Management provide training opportunities to help employees maximize their personal and workplace effectiveness, including Diversity Training courses.

The College also provides opportunities for employees to attend pertinent conferences to enhance their knowledge of disability issues.

K. Compensation

When offering employment or promotion to Individuals with Disabilities and Covered Veterans, the amount of compensation offered is not reduced because of any disability income, pension or other benefit that the applicant or employee receives from another source.

L. Invitation to Self-Identify

CUNY's Applicant Tracking System guides applicants through a standard process including invitations to self-identify gender, race and ethnicity, veteran status, and disability status. Each applicant moves through these screens before being able to submit his/her application. Details are kept confidentially and used by the Chief Diversity Officer to analyze the composition of applicant pools, by vacancy and overall.

Additionally, in civil service examinations, Veterans may apply for additional "points" added to their exam scores based on either Veteran or Disabled Veteran Status as defined by State of New York statute. Points are granted only where the Veteran has received a minimum passing score on the examination.

Individuals with Disabilities may request reasonable accommodations in the recruiting and interviewing process. The procedure is outlined as following on the Employment Page of the CUNY Website and the Office of Compliance and Diversity page of Hostos Community College's Website. The text of the University's statement is provided below:

Any applicant who requires an accommodation for a disability in order to apply for a position or proceed with the job search process should contact the College's Human Resources office, or the University's Office of Recruitment and Diversity at jobs@cuny.edu, 205 East 42nd Street, 10th Floor, New York, New York 10017.

Incumbent employees are invited to self-identify through a system available in CUNY's Employee Self Service Portal. This information is maintained confidentially in our Enterprise System (CUNYfirst) and forms the basis for the analyses in this report.

VII. APPENDICES

APPENDIX A
PRESIDENT'S REAFFIRMATION LETTER

OFFICE OF THE PRESIDENT

To: Campus Community

From: David Gómez, Ed.D.
Interim President 

Date: September 19, 2014

Re: Reaffirmation of Commitment to Diversity/Equal Opportunity/Affirmative Action

The City University of New York and Hostos Community College are dedicated to maintaining an inclusive work and learning environment, and I write to strongly reaffirm Hostos Community College's commitment, and my own commitment, to the principles of affirmative action, equal opportunity, and diversity.

It is the policy of The City University of New York and Hostos Community College to recruit, employ, retain, promote, and provide benefits to employees and to admit and provide services for students without regard to race, color, creed, national origin, ethnicity, ancestry, religion, age, sex, sexual orientation, gender identity, marital status, legally registered domestic partnership status, disability, predisposing genetic characteristics, alienage, citizenship, military or veteran status, or status as a victim of domestic violence. Sexual harassment, a form of sex discrimination, is also prohibited. Most recently, unemployment status was added as a protected category.

The City University of New York, as a public university system, adheres to federal, state, and city laws and regulations regarding non-discrimination and affirmative action including among others Section 1324b of the Immigration and Nationality Act (INA), 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, as amended, Section 402 of the Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended, the Equal Pay Act of 1963, the Age Discrimination in Employment Act of 1967, as amended and the Age Discrimination Act of 1975, the New York State Human Rights Law and the New York City Human Rights Law. The "protected classes," as delineated in Executive Order 11246: (i.e. Black, Hispanic, Asian/Pacific Islander, American Indian/Alaskan Native and Women), were expanded on December 9, 1976 by the Chancellor of The City University of New York to include Italian-Americans. The U.S. Office of Management and Budget further expanded these protected classes in 2006 to include two or more races (not Hispanic or Latino) and replaced Asian/Pacific Islander, with Asian (not Hispanic or Latino) and Native Hawaiian (not Hispanic or Latino), Black was renamed as Black or African American (not Hispanic or Latino) and Hispanic was renamed Hispanic or Latino.

I have assigned the responsibility for the implementation and monitoring of our compliance program to the Chief Diversity Officer, Eugene Sohn, who also serves as the 504/ADA Coordinator and Title IX Coordinator. The vice presidents, deans, directors, managers and supervisors share responsibility for ensuring our compliance with these policies and laws. The Office of Compliance and Diversity is located in Room A-336 at 475 Grand Concourse, and the telephone number is (718) 518-4284.

I look forward to your energetic involvement in the affirmative/diversity programs, and thank you for your assistance and support as we continue in our efforts.

APPENDICIES B – B23
UTILIZATION ANALYSIS WORKSHEETS

APPENDIX B – B1
EXECUTIVE/ADMINISTRATIVE/MANAGERIAL
FIRST/ MID LEVEL OFFICIALS

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **Eugenio Maria de Hostos Community College**

Semester/Year: **FALL, 2015**

AFFIRMATIVE ACTION UNIT:
ADMINISTRATION I

Constituent Departments:

EEO CATEGORY:
Executive/Senior Level Official and Managers

Job Titles: EXECUTIVE COMPENSATION PLAN TITLES

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

JOB GROUP:
ADMINISTRATION I

FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	
2. % of Minorities/Females promotable, transferable, or trainable	0.60	26.2	17.2	5.2	6.4	5.5	

GROUP TOTAL NO.: <u>16</u>							
No. Male: <u>8</u> No. Female: <u>8</u>							
	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities	

CURRENT UTILIZATION:	# <u>8</u>	# <u>13</u>	# <u>2</u>	# <u>1</u>	# <u>10</u>	# <u>ENTER</u>
	% <u>50.0</u>	% <u>81.3</u>	% <u>12.5</u>	% <u>6.3</u>	% <u>62.5</u>	% <u>0.0</u>

OVERALL AVAILABILITY:	% <u>49.5</u>	% <u>28.6</u>	% <u>8.2</u>	% <u>10.9</u>	% <u>8.6</u>	% <u>7.0</u>
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UNDERUTILIZATION:	% <u>NONE</u>	% <u>NONE</u>	% <u>NONE</u>	% <u>4.6</u>	% <u>NONE</u>	
	# <u>0.0</u>	# <u>0.0</u>	# <u>0.0</u>	# <u>0.7</u>	# <u>0.0</u>	
	UU <u>0</u>	UU <u>0</u>	UU <u>0</u>	UU <u>1</u>	UU <u>0</u>	

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

FACTOR / SOURCE SHEET

FALL, 2015

Executive/Senior Level Official and Managers

ADMINISTRATION I:

Executive Compensation
PlanTitles

President
Senior Vice President / Vice President / Assistant Vice President
Administrator
Associate Dean / Associate Administrator
Assistant Dean / Assistant Administrator

<u>FACTORS</u>	<u>SOURCES</u>	<u>WEIGHT</u>
Factor 1	Earned Degrees Conferred (EDC) US - PHD, MA, BA 2011-12* for Federal Protected Groups.	0.4

Factor 2	Promotable, Transferable, Trainable employees within contractors organization. - CUNY Survey - selected titles, service requirement and criteria -Source Spring 2013.	0.6
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*Note: Use of US Dept of Education's Postsecondary Studies Division's Earned Degrees Conferred is updated biannually.

Factor 1:		<u>Female</u>	<u>**Total Minority</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	
		58.2	28.4	7.5	11.2	7.8	
	multiply by weight -	0.4	23.3	11.4	3.0	4.5	3.1
Factor 2:		<u>Female</u>	<u>**Total Minority</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Total</u>
	HEO	442	335	69	148	116	795
	Professor	780	468	174	148	141	2,007
		<u>1,222</u>	<u>803</u>	<u>243</u>	<u>296</u>	<u>257</u>	<u>2,802</u>
		43.6	28.7	8.7	10.6	9.2	
	multiply by weight -	0.6	26.2	17.2	5.2	6.4	5.5
OVERALL AVAILABILITY		49.5	28.6	8.2	10.9	8.6	7.0

Individuals
with
Disabilities

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

UTILIZATION ANALYSIS WORKSHEET							
Two Factor Availability							
				College: Eugenio Maria de Hostos Community College			
				Semester/Year: FALL, 2015			
AFFIRMATIVE ACTION UNIT: ADMINISTRATION II			Constituent Departments:				
EEO CATEGORY: First/Mid Level Officials and Managers			Job Titles: Higher Education Officer (HEO) Higher Education Associate (HEA)				
JOB GROUP: ADMINISTRATION II							
FACTORS:		Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino
1. % availability of Minorities/Females with requisite skills in immediate labor areas.		0.40	22.9	11.6	3.3	3.9	3.7
2. % of Minorities/Females promotable, transferable, or trainable		0.60	35.2	29.2	6.6	14.5	8.0
GROUP TOTAL NO.: <u>67</u>							
No. Male: <u>23</u> No. Female: <u>44</u>							
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:		# <u>44</u> % <u>65.7</u>	# <u>53</u> % <u>79.1</u>	# <u>6</u> % <u>9.0</u>	# <u>13</u> % <u>19.4</u>	# <u>34</u> % <u>50.7</u>	# <u>ENTER</u> % <u>0.0</u>
OVERALL AVAILABILITY:		% <u>58.1</u>	% <u>40.8</u>	% <u>9.9</u>	% <u>18.4</u>	% <u>11.7</u>	% <u>7.0</u>
UNDERUTILIZATION:		% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>0.9</u> # <u>0.6</u> UU <u>1</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	

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

FACTOR / SOURCE SHEET

FALL, 2015

**First/Mid Level Officials and Managers
ADMINISTRATION II**

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

<u>FACTORS</u>	<u>SOURCES</u>	<u>WEIGHT</u>
Factor 1	4STATE - Earned Degrees Conferred (EDC) - Bachelors 2011-12* for Federal Protected Groups.	0.4
Factor 2	Promotable, Transferable, Trainable employees within contractors organization. - CUNY Survey - selected titles, service requirement and criteria -Source Spring 2014.	0.6

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

Factor 1:	<u>Female</u>	<u>**Total Minority</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	
	57.3	28.9	8.3	9.8	9.2	
multiply by weight	0.4	22.9	11.6	3.3	3.9	3.7
Factor 2:	<u>Female</u>	<u>**Total Minority</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Total</u>
HE asst.	296	281	30	156	93	461
Asst. Prof.	334	243	88	103	50	615
TOTAL	630	524	118	259	143	1,076
	58.6	48.7	11.0	24.1	13.3	
multiply by weight	0.6	35.2	29.2	6.6	14.5	8.0
OVERALL	58.1	40.8	9.9	18.4	11.7	7.0

Individuals
with
Disabilities

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

APPENDIX B2 – B10
FACULTY: PROFESSORIAL

UTILIZATION ANALYSIS WORKSHEET
Two Factor Availability

College:	Eugenio Maria de Hostos Community College
Semester/Year:	FALL, 2015

AFFIRMATIVE ACTION UNIT: Biological & Biomedical Sciences		CONSTITUENT DEPARTMENTS: Biology Physical Sciences					
EEO CATEGORY: PROFESSIONAL: PROFESSORIAL		Job Titles: Professor Associate Professor Assistant Professor					
JOB GROUP: PROFESSIONAL							
FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	44.0	22.7	11.0	4.2	5.5	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: 18 No. Male: 11 No. Female: 7							
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:		# <u>7</u> % <u>38.9</u>	# <u>10</u> % <u>55.6</u>	# <u>4</u> % <u>22.2</u>	# <u>1</u> % <u>5.6</u>	# <u>5</u> % <u>27.8</u>	# <u>ENTER</u> % <u>0.0</u>
OVERALL AVAILABILITY:		% <u>44.0</u>	% <u>22.7</u>	% <u>11.0</u>	% <u>4.2</u>	% <u>5.5</u>	% <u>7.0</u>
UNDERUTILIZATION:		% <u>5.1</u> # <u>0.9</u> UU <u>1</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	

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

FACTOR / SOURCE SHEET - **PROFESSIONAL: PROFESSORIAL**

FALL, 2015

Affirmative Action Unit: **Biological & Biomedical Sciences**

Constituent Departments: **Biology**
Physical Sciences

Job Group: **Professorial**

Job Titles: **Professor**
Associate Professor
Assistant Professor

<u>FACTORS</u>	<u>SOURCES</u>	<u>WEIGHT</u>
Factor 1	EDC- Ph.D. 2011 - 12* - 4States (CT, NY, NJ, PA) and US Non-4ST.	1.0

* Note: US Dept of Education's Postsecondary Studies Division indicates 2012 is the latest data available as of 7/15/2014.

Factor 1: 4States (CT,NJ, NY, PA) and USNon-4ST - EDC - Ph.D. 2011 - 12*

Biological & Biomedical Sciences (Weighted at 50%)
Physical Sciences (Weighted at 50%)

<u>Female</u>	<u>**Total Minority</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Individuals with Disabilities</u>
44.0	22.7	11.0	4.2	5.5	7.0

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



DOCTORATE's degree conferred by Title IV participating institutions 2011-2012

Reported data only - This listing does not include US Service Schools, Non-Resident Aliens and Unknowns are excluded from all totals. Total Minority includes: Black, Hispanic or Latino, Asian/Native Hawaiiin/Other Pacific Islander, American Indian Alaska Native, and Two or More Races. **Data for 4 States = CT, NJ, NY & PA(considered as 4ST) is weighted at 20% and US not 4ST is weighted at 80%.**

	FEMALE	**Total Minority	ASIAN/ PAC. ISL.	BLACK NON-HISP.	Hispanic or Latino	AM.IND./ AL.NAT.
Agriculture, Agriculture Operations and Related Sciences	45.1%	17.7%	2.9%	5.7%	8.6%	0.3%
Architecture and Related Services	52.7%	25.6%	6.2%	10.6%	7.9%	0.9%
Area, Ethnic, Cultural, Gender, and Group Studies	66.1%	45.4%	12.4%	17.3%	11.2%	2.9%
Biological and Biomedical Sciences	54.6%	26.0%	13.1%	5.1%	6.1%	0.6%
Business, Management, Marketing, Support Services	44.9%	35.5%	9.7%	20.1%	4.2%	0.8%
Communication, Journalism, and Related Programs	58.2%	20.9%	6.4%	6.9%	5.3%	0.4%
Communications Technologies/Technicians Support Services	6.7%	0.0%	0.0%	0.0%	0.0%	0.0%
Computer and Information Sciences and Support Services	21.2%	27.8%	17.5%	5.8%	3.7%	0.3%
Education	67.9%	31.7%	4.0%	19.4%	6.8%	0.7%
Engineering	25.6%	27.6%	16.4%	4.7%	5.1%	0.3%
Engineering Technologies and Engineering-related Fields	58.0%	18.8%	4.7%	8.5%	1.9%	1.9%
English Language and Literature/Letters	61.1%	15.9%	3.8%	5.0%	5.5%	0.9%
Family and Consumer Sciences/Human Sciences	85.3%	23.5%	7.3%	14.0%	1.1%	0.4%
Foreign Languages, Literatures, and Linguistics	61.0%	24.6%	7.2%	2.0%	13.7%	0.3%
Health Professions and Related Programs	75.0%	24.6%	9.1%	10.1%	4.3%	0.6%
History	45.3%	17.8%	3.7%	7.7%	5.0%	0.3%
Homeland Security, Law Enforcement, Firefighting, etc.	46.2%	18.1%	1.2%	7.8%	6.5%	1.2%
Legal Professions and Studies	61.1%	38.3%	8.8%	18.1%	4.9%	3.3%
Liberal Arts and Sciences, General Studies and Humanities	56.3%	16.9%	3.4%	6.8%	2.3%	3.4%
Library Science	55.6%	19.7%	15.1%	0.0%	1.8%	0.0%
Mathematics and Statistics	26.8%	18.1%	9.4%	2.7%	4.9%	0.0%
Multi/Interdisciplinary Studies	64.0%	25.6%	6.3%	10.8%	6.5%	0.9%
Natural Resources and Conservation	48.0%	20.2%	7.1%	6.1%	4.7%	1.7%
Parks, Recreation, Leisure and Fitness Studies	43.8%	16.9%	3.2%	8.3%	4.2%	0.0%
Philosophy and Religious Studies	29.7%	16.4%	5.1%	5.4%	4.1%	0.3%
Physical Sciences	33.4%	18.5%	8.9%	3.3%	4.8%	0.3%
Psychology	73.1%	24.0%	6.6%	7.5%	8.1%	0.6%
Public Administration and Social Service Professions	64.9%	33.4%	6.1%	19.1%	7.0%	0.0%
Science Technologies/Technicians	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Social Sciences	50.9%	21.8%	7.3%	6.0%	6.9%	0.4%
Theology and Religious Vocations	25.5%	29.6%	9.0%	16.6%	3.6%	0.1%
Visual and Performing Arts	49.3%	16.6%	7.7%	3.2%	4.8%	0.2%
TOTAL ALL FIELDS PhD and PhD Other	54.9%	25.7%	8.4%	9.8%	6.0%	0.5%
OHRM/jc - S:\jmcbb's My Documents\EDC\EDC 2012 RAW data\Test Map PHD 2012 Pctg FEDERAL.rpt						

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College:	Eugenio Maria de Hostos Community College
Semester/Year:	FALL, 2015

AFFIRMATIVE ACTION UNIT: Education		CONSTITUENT DEPARTMENTS: English as a Second Language (ESL) Teacher Education					
EEO CATEGORY: PROFESSIONAL: PROFESSORIAL		Job Titles: Professor Associate Professor Assistant Professor					
JOB GROUP: PROFESSIONAL							
FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	67.9	31.7	4.0	19.4	6.8	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: <u>17</u>							
No. Male: <u>4</u> No. Female: <u>13</u>							
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:		# <u>13</u> % <u>76.5</u>	# <u>5</u> % <u>29.4</u>	# <u>0</u> % <u>0.0</u>	# <u>2</u> % <u>11.8</u>	# <u>3</u> % <u>17.6</u>	# <u>ENTER</u> % <u>0.0</u>
OVERALL AVAILABILITY:		% <u>67.9</u>	% <u>31.7</u>	% <u>4.0</u>	% <u>19.4</u>	% <u>6.8</u>	% <u>7.0</u>
UNDERUTILIZATION:		% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>2.3</u> # <u>0.4</u> UU <u>0</u>	% <u>4.0</u> # <u>0.7</u> UU <u>1</u>	% <u>7.6</u> # <u>1.3</u> UU <u>1</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	

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

FACTOR / SOURCE SHEET - PROFESSIONAL: PROFESSORIAL

FALL, 2015

Affirmative Action Unit: **Education**

Constituent Departments: **English as a Second Language (ESL)**
Teacher Education

Job Group: **Professorial**

Job Titles: **Professor**
Associate Professor
Assistant Professor

<u>FACTORS</u>	<u>SOURCES</u>	<u>WEIGHT</u>
Factor 1	EDC- Ph.D. 2011 - 12* - 4States (CT, NY, NJ, PA) and US Non-4ST.	1.0

* Note: US Dept of Education's Postsecondary Studies Division indicates 2012 is the latest data available as of 7/15/2014.

Factor 1: 4States (CT,NJ, NY, PA) and USNon-4ST - EDC - Ph.D. 2011 - 12*

Education

<u>Female</u>	<u>**Total Minority</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Individuals with Disabilities</u>
67.9	31.7	4.0	19.4	6.8	7.0

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



DOCTORATE's degree conferred by Title IV participating institutions 2011-2012

Reported data only - This listing does not include US Service Schools, Non-Resident Aliens and Unknowns are excluded from all totals. Total Minority includes: Black, Hispanic or Latino, Asian/Native Hawaii/Other Pacific Islander, American Indian Alaska Native, and Two or More Races. Data for 4 States = CT, NJ, NY & PA(considered as 4ST) is weighted at 20% and US not 4ST is weighted at 80%.

	<u>FEMALE</u>	<u>**Total Minority</u>	<u>ASIAN/ PAC. ISL.</u>	<u>BLACK NON-HISP.</u>	<u>Hispanic or Latino</u>	<u>AM.IND./ AL.NAT.</u>
Agriculture, Agriculture Operations and Related Sciences	45.1%	17.7%	2.9%	5.7%	8.6%	0.3%
Architecture and Related Services	52.7%	25.6%	6.2%	10.6%	7.9%	0.9%
Area, Ethnic, Cultural, Gender, and Group Studies	66.1%	45.4%	12.4%	17.3%	11.2%	2.9%
Biological and Biomedical Sciences	54.6%	26.0%	13.1%	5.1%	6.1%	0.6%
Business, Management, Marketing, Support Services	44.9%	35.5%	9.7%	20.1%	4.2%	0.8%
Communication, Journalism, and Related Programs	58.2%	20.9%	6.4%	6.9%	5.3%	0.4%
Communications Technologies/Technicians Support Services	6.7%	0.0%	0.0%	0.0%	0.0%	0.0%
Computer and Information Sciences and Support Services	21.2%	27.8%	17.5%	5.8%	3.7%	0.3%
Education	67.9%	31.7%	4.0%	19.4%	6.8%	0.7%
Engineering	25.6%	27.6%	16.4%	4.7%	5.1%	0.3%
Engineering Technologies and Engineering-related Fields	58.0%	18.8%	4.7%	8.5%	1.9%	1.9%
English Language and Literature/Letters	61.1%	15.9%	3.8%	5.0%	5.5%	0.9%
Family and Consumer Sciences/Human Sciences	85.3%	23.5%	7.3%	14.0%	1.1%	0.4%
Foreign Languages, Literatures, and Linguistics	61.0%	24.6%	7.2%	2.0%	13.7%	0.3%
Health Professions and Related Programs	75.0%	24.6%	9.1%	10.1%	4.3%	0.6%
History	45.3%	17.8%	3.7%	7.7%	5.0%	0.3%
Homeland Security, Law Enforcement, Firefighting, etc.	46.2%	18.1%	1.2%	7.8%	6.5%	1.2%
Legal Professions and Studies	61.1%	38.3%	8.8%	18.1%	4.9%	3.3%
Liberal Arts and Sciences, General Studies and Humanities	56.3%	16.9%	3.4%	6.8%	2.3%	3.4%
Library Science	55.6%	19.7%	15.1%	0.0%	1.8%	0.0%
Mathematics and Statistics	26.8%	18.1%	9.4%	2.7%	4.9%	0.0%
Multi/Interdisciplinary Studies	64.0%	25.6%	6.3%	10.8%	6.5%	0.9%
Natural Resources and Conservation	48.0%	20.2%	7.1%	6.1%	4.7%	1.7%
Parks, Recreation, Leisure and Fitness Studies	43.8%	16.9%	3.2%	8.3%	4.2%	0.0%
Philosophy and Religious Studies	29.7%	16.4%	5.1%	5.4%	4.1%	0.3%
Physical Sciences	33.4%	18.5%	8.9%	3.3%	4.8%	0.3%
Psychology	73.1%	24.0%	6.6%	7.5%	8.1%	0.6%
Public Administration and Social Service Professions	64.9%	33.4%	6.1%	19.1%	7.0%	0.0%
Science Technologies/Technicians	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Social Sciences	50.9%	21.8%	7.3%	6.0%	6.9%	0.4%
Theology and Religious Vocations	25.5%	29.6%	9.0%	16.6%	3.6%	0.1%
Visual and Performing Arts	49.3%	16.6%	7.7%	3.2%	4.8%	0.2%
TOTAL ALL FIELDS PhD and PhD Other	54.9%	25.7%	8.4%	9.8%	6.0%	0.5%

OHRM/jc - S:\jmbh's My Documents\EDC\EDC 2012 RAW data\Test Map PHD 2012 Pctg FEDERAL.rpt

UTILIZATION ANALYSIS WORKSHEET
Two Factor Availability

College:	Eugenio Maria de Hostos Community College
Semester/Year:	FALL, 2015

AFFIRMATIVE ACTION UNIT: English Language and Literature/Letters		CONSTITUENT DEPARTMENTS: English					
EEO CATEGORY: PROFESSIONAL: PROFESSORIAL		Job Titles: Professor Associate Professor Assistant Professor					
JOB GROUP: PROFESSIONAL							
FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	61.1	15.9	3.8	5.0	5.5	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: <u>21</u>							
No. Male: <u>10</u> No. Female: <u>11</u>		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:		# <u>11</u> % <u>52.4</u>	# <u>3</u> % <u>14.3</u>	# <u>1</u> % <u>4.8</u>	# <u>0</u> % <u>0.0</u>	# <u>2</u> % <u>9.5</u>	# <u>ENTER</u> % <u>0.0</u>
OVERALL AVAILABILITY:		% <u>61.1</u>	% <u>15.9</u>	% <u>3.8</u>	% <u>5.0</u>	% <u>5.5</u>	% <u>7.0</u>
UNDERUTILIZATION:		% <u>8.7</u> # <u>1.8</u> UU <u>2</u>	% <u>1.6</u> # <u>0.3</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>5.0</u> # <u>1.1</u> UU <u>1</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	

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

FACTOR / SOURCE SHEET - PROFESSIONAL: PROFESSORIAL

FALL, 2015

Affirmative Action Unit: **English Language and Literature/Letters**

Constituent Departments: **English**

Job Group: **Professorial**

Job Titles: **Professor**
 Associate Professor
 Assistant Professor

<u>FACTORS</u>	<u>SOURCES</u>	<u>WEIGHT</u>
Factor 1	EDC- Ph.D. 2011 - 12* - 4States (CT, NY, NJ, PA) and US Non-4ST.	1.0

* Note: US Dept of Education's Postsecondary Studies Division indicates 2012 is the latest data available as of 7/15/2014.

Factor 1: 4States (CT,NJ, NY, PA) and USNon-4ST - EDC - Ph.D. 2011 - 12*

English Language and Literature/Letters

<u>Female</u>	<u>**Total Minority</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Individuals with Disabilities</u>
61.1	15.9	3.8	5.0	5.5	7.0

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



DOCTORATE's degree conferred by Title IV participating institutions 2011-2012

Reported data only - This listing does not include US Service Schools, Non-Resident Aliens and Unknowns are excluded from all totals. Total Minority includes: Black, Hispanic or Latino, Asian/Native Hawaiian/Other Pacific Islander, American Indian Alaska Native, and Two or More Races. **Data for 4 States = CT, NJ, NY & PA(considered as 4ST) is weighted at 20% and US not 4ST is weighted at 80%.**

	FEMALE	**Total Minority	ASIAN/ PAC. ISL.	BLACK NON-HISP.	Hispanic or Latino	AM.IND./ AL.NAT.
Agriculture, Agriculture Operations and Related Sciences	45.1%	17.7%	2.9%	5.7%	8.6%	0.3%
Architecture and Related Services	52.7%	25.6%	6.2%	10.6%	7.9%	0.9%
Area, Ethnic, Cultural, Gender, and Group Studies	66.1%	45.4%	12.4%	17.3%	11.2%	2.9%
Biological and Biomedical Sciences	54.6%	26.0%	13.1%	5.1%	6.1%	0.6%
Business, Management, Marketing, Support Services	44.9%	35.5%	9.7%	20.1%	4.2%	0.8%
Communication, Journalism, and Related Programs	58.2%	20.9%	6.4%	6.9%	5.3%	0.4%
Communications Technologies/Technicians Support Services	6.7%	0.0%	0.0%	0.0%	0.0%	0.0%
Computer and Information Sciences and Support Services	21.2%	27.8%	17.5%	5.8%	3.7%	0.3%
Education	67.9%	31.7%	4.0%	19.4%	6.8%	0.7%
Engineering	25.6%	27.6%	16.4%	4.7%	5.1%	0.3%
Engineering Technologies and Engineering-related Fields	58.0%	18.8%	4.7%	8.5%	1.9%	1.9%
English Language and Literature/Letters	61.1%	15.9%	3.8%	5.0%	5.5%	0.9%
Family and Consumer Sciences/Human Sciences	85.3%	23.5%	7.3%	14.0%	1.1%	0.4%
Foreign Languages, Literatures, and Linguistics	61.0%	24.6%	7.2%	2.0%	13.7%	0.3%
Health Professions and Related Programs	75.0%	24.6%	9.1%	10.1%	4.3%	0.6%
History	45.3%	17.8%	3.7%	7.7%	5.0%	0.3%
Homeland Security, Law Enforcement, Firefighting, etc.	46.2%	18.1%	1.2%	7.8%	6.5%	1.2%
Legal Professions and Studies	61.1%	38.3%	8.8%	18.1%	4.9%	3.3%
Liberal Arts and Sciences, General Studies and Humanities	56.3%	16.9%	3.4%	6.8%	2.3%	3.4%
Library Science	55.6%	19.7%	15.1%	0.0%	1.8%	0.0%
Mathematics and Statistics	26.8%	18.1%	9.4%	2.7%	4.9%	0.0%
Multi/Interdisciplinary Studies	64.0%	25.6%	6.3%	10.8%	6.5%	0.9%
Natural Resources and Conservation	48.0%	20.2%	7.1%	6.1%	4.7%	1.7%
Parks, Recreation, Leisure and Fitness Studies	43.8%	16.9%	3.2%	8.3%	4.2%	0.0%
Philosophy and Religious Studies	29.7%	16.4%	5.1%	5.4%	4.1%	0.3%
Physical Sciences	33.4%	18.5%	8.9%	3.3%	4.8%	0.3%
Psychology	73.1%	24.0%	6.6%	7.5%	8.1%	0.6%
Public Administration and Social Service Professions	64.9%	33.4%	6.1%	19.1%	7.0%	0.0%
Science Technologies/Technicians	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Social Sciences	50.9%	21.8%	7.3%	6.0%	6.9%	0.4%
Theology and Religious Vocations	25.5%	29.6%	9.0%	16.6%	3.6%	0.1%
Visual and Performing Arts	49.3%	16.6%	7.7%	3.2%	4.8%	0.2%
TOTAL ALL FIELDS PhD and PhD Other	54.9%	25.7%	8.4%	9.8%	6.0%	0.5%
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FACTOR / SOURCE SHEET - PROFESSIONAL: PROFESSORIAL

FALL, 2015

Affirmative Action Unit: **Fine/Applied Arts/Media**

Constituent Departments: **Visual/Performing Arts**
 Visual/Performing Arts & Media Design

Job Group: **Professorial**

Job Titles: **Professor**
 Associate Professor
 Assistant Professor

<u>FACTORS</u>	<u>SOURCES</u>	<u>WEIGHT</u>
Factor 1	EDC- Ph.D. 2011 - 12* - 4States (CT, NY, NJ, PA) and US Non-4ST.	1.0

* Note: US Dept of Education's Postsecondary Studies Division indicates 2012 is the latest data available as of 7/15/2014.

Factor 1: 4States (CT,NJ, NY, PA) and USNon-4ST - EDC - Ph.D. 2011 - 12*

Visual and Performing Arts

<u>Female</u>	<u>**Total Minority</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Individuals with Disabilities</u>
49.3	16.6	7.7	3.2	4.8	7.0

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



DOCTORATE's degree conferred by Title IV participating institutions 2011-2012

Reported data only - This listing does not include US Service Schools, Non-Resident Aliens and Unknowns are excluded from all totals. Total Minority includes: Black, Hispanic or Latino, Asian/Native Hawaiian/Other Pacific Islander, American Indian Alaska Native, and Two or More Races. **Data for 4 States = CT, NJ, NY & PA(considered as 4ST) is weighted at 20% and US not 4ST is weighted at 80%.**

	FEMALE	**Total Minority	ASIAN/ PAC. ISL.	BLACK NON-HISP.	Hispanic or Latino	AM.IND./ AL.NAT.
Agriculture, Agriculture Operations and Related Sciences	45.1%	17.7%	2.9%	5.7%	8.6%	0.3%
Architecture and Related Services	52.7%	25.6%	6.2%	10.6%	7.9%	0.9%
Area, Ethnic, Cultural, Gender, and Group Studies	66.1%	45.4%	12.4%	17.3%	11.2%	2.9%
Biological and Biomedical Sciences	54.6%	26.0%	13.1%	5.1%	6.1%	0.6%
Business, Management, Marketing, Support Services	44.9%	35.5%	9.7%	20.1%	4.2%	0.8%
Communication, Journalism, and Related Programs	58.2%	20.9%	6.4%	6.9%	5.3%	0.4%
Communications Technologies/Technicians Support Services	6.7%	0.0%	0.0%	0.0%	0.0%	0.0%
Computer and Information Sciences and Support Services	21.2%	27.8%	17.5%	5.8%	3.7%	0.3%
Education	67.9%	31.7%	4.0%	19.4%	6.8%	0.7%
Engineering	25.6%	27.6%	16.4%	4.7%	5.1%	0.3%
Engineering Technologies and Engineering-related Fields	58.0%	18.8%	4.7%	8.5%	1.9%	1.9%
English Language and Literature/Letters	61.1%	15.9%	3.8%	5.0%	5.5%	0.9%
Family and Consumer Sciences/Human Sciences	85.3%	23.5%	7.3%	14.0%	1.1%	0.4%
Foreign Languages, Literatures, and Linguistics	61.0%	24.6%	7.2%	2.0%	13.7%	0.3%
Health Professions and Related Programs	75.0%	24.6%	9.1%	10.1%	4.3%	0.6%
History	45.3%	17.8%	3.7%	7.7%	5.0%	0.3%
Homeland Security, Law Enforcement, Firefighting, etc.	46.2%	18.1%	1.2%	7.8%	6.5%	1.2%
Legal Professions and Studies	61.1%	38.3%	8.8%	18.1%	4.9%	3.3%
Liberal Arts and Sciences, General Studies and Humanities	56.3%	16.9%	3.4%	6.8%	2.3%	3.4%
Library Science	55.6%	19.7%	15.1%	0.0%	1.8%	0.0%
Mathematics and Statistics	26.8%	18.1%	9.4%	2.7%	4.9%	0.0%
Multi/Interdisciplinary Studies	64.0%	25.6%	6.3%	10.8%	6.5%	0.9%
Natural Resources and Conservation	48.0%	20.2%	7.1%	6.1%	4.7%	1.7%
Parks, Recreation, Leisure and Fitness Studies	43.8%	16.9%	3.2%	8.3%	4.2%	0.0%
Philosophy and Religious Studies	29.7%	16.4%	5.1%	5.4%	4.1%	0.3%
Physical Sciences	33.4%	18.5%	8.9%	3.3%	4.8%	0.3%
Psychology	73.1%	24.0%	6.6%	7.5%	8.1%	0.6%
Public Administration and Social Service Professions	64.9%	33.4%	6.1%	19.1%	7.0%	0.0%
Science Technologies/Technicians	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Social Sciences	50.9%	21.8%	7.3%	6.0%	6.9%	0.4%
Theology and Religious Vocations	25.5%	29.6%	9.0%	16.6%	3.6%	0.1%
Visual and Performing Arts	49.3%	16.6%	7.7%	3.2%	4.8%	0.2%
TOTAL ALL FIELDS PhD and PhD Other	54.9%	25.7%	8.4%	9.8%	6.0%	0.5%
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UTILIZATION ANALYSIS WORKSHEET
Two Factor Availability

College:	Eugenio de Maria Hostos Community College
Semester/Year:	FALL, 2015

AFFIRMATIVE ACTION UNIT: Foreign Languages		CONSTITUENT DEPARTMENTS: Modern Languages					
EEO CATEGORY: PROFESSIONAL: PROFESSORIAL		Job Titles: Distinguished Professor Professor Assistant Professor					
JOB GROUP: PROFESSORIAL							
FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	61.0	24.6	7.2	2.0	13.7	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: <u>6</u>							
No. Male: <u>5</u> No. Female: <u>1</u>							
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:		# <u>1</u> % <u>16.7</u>	# <u>4</u> % <u>66.7</u>	# <u>0</u> % <u>0.0</u>	# <u>0</u> % <u>0.0</u>	# <u>4</u> % <u>66.7</u>	# <u>ENTER</u> % <u>0.0</u>
OVERALL AVAILABILITY:		% <u>61.0</u>	% <u>24.6</u>	% <u>7.2</u>	% <u>2.0</u>	% <u>13.7</u>	% <u>7.0</u>
UNDERUTILIZATION:		% <u>44.3</u> # <u>2.7</u> UU <u>3</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>7.2</u> # <u>0.4</u> UU <u>0</u>	% <u>2.0</u> # <u>0.1</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	

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

FACTOR / SOURCE SHEET - PROFESSIONAL: PROFESSORIAL

FALL, 2015

Affirmative Action Unit: Foreign Languages

Constituent Departments: Modern Languages

Job Group: Professorial

Job Titles: Distinguished Professor
Professor
Assistant Professor

<u>FACTORS</u>	<u>SOURCES</u>	<u>WEIGHT</u>
Factor 1	EDC- Ph.D. 2011 - 12* - 4States (CT, NY, NJ, PA) and US Non-4ST.	1.0

* Note: US Dept of Education's Postsecondary Studies Division indicates 2012 is the latest data available as of 7/15/2014.

Factor 1: 4States (CT,NJ, NY, PA) and USNon-4ST - EDC - Ph.D. 2011 - 12*

Foreign Languages, Literatures, and Linguistics

<u>Female</u>	<u>**Total Minority</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Individuals with Disabilities</u>
61.0	24.6	7.2	2.0	13.7	7.0

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



DOCTORATE's degree conferred by Title IV participating institutions 2011-2012

Reported data only - This listing does not include US Service Schools, Non-Resident Aliens and Unknowns are excluded from all totals. Total Minority includes: Black, Hispanic or Latino, Asian/Native Hawaii/Other Pacific Islander, American Indian Alaska Native, and Two or More Races.

Data for 4 States = CT, NJ, NY & PA(considered as 4ST) is weighted at 20% and US not 4ST is weighted at 80%.

	<u>FEMALE</u>	<u>**Total Minority</u>	<u>ASIAN/ PAC. ISL.</u>	<u>BLACK NON-HISP.</u>	<u>Hispanic or Latino</u>	<u>AM.IND./ AL.NAT.</u>
Agriculture, Agriculture Operations and Related Sciences	45.1%	17.7%	2.9%	5.7%	8.6%	0.3%
Architecture and Related Services	52.7%	25.6%	6.2%	10.6%	7.9%	0.9%
Area, Ethnic, Cultural, Gender, and Group Studies	66.1%	45.4%	12.4%	17.3%	11.2%	2.9%
Biological and Biomedical Sciences	54.6%	26.0%	13.1%	5.1%	6.1%	0.6%
Business, Management, Marketing, Support Services	44.9%	35.5%	9.7%	20.1%	4.2%	0.8%
Communication, Journalism, and Related Programs	58.2%	20.9%	6.4%	6.9%	5.3%	0.4%
Communications Technologies/Technicians Support Services	6.7%	0.0%	0.0%	0.0%	0.0%	0.0%
Computer and Information Sciences and Support Services	21.2%	27.8%	17.5%	5.8%	3.7%	0.3%
Education	67.9%	31.7%	4.0%	19.4%	6.8%	0.7%
Engineering	25.6%	27.6%	16.4%	4.7%	5.1%	0.3%
Engineering Technologies and Engineering-related Fields	58.0%	18.8%	4.7%	8.5%	1.9%	1.9%
English Language and Literature/Letters	61.1%	15.9%	3.8%	5.0%	5.5%	0.9%
Family and Consumer Sciences/Human Sciences	85.3%	23.5%	7.3%	14.0%	1.1%	0.4%
Foreign Languages, Literatures, and Linguistics	61.0%	24.6%	7.2%	2.0%	13.7%	0.3%
Health Professions and Related Programs	75.0%	24.6%	9.1%	10.1%	4.3%	0.6%
History	45.3%	17.8%	3.7%	7.7%	5.0%	0.3%
Homeland Security, Law Enforcement, Firefighting, etc.	46.2%	18.1%	1.2%	7.8%	6.5%	1.2%
Legal Professions and Studies	61.1%	38.3%	8.8%	18.1%	4.9%	3.3%
Liberal Arts and Sciences, General Studies and Humanities	56.3%	16.9%	3.4%	6.8%	2.3%	3.4%
Library Science	55.6%	19.7%	15.1%	0.0%	1.8%	0.0%
Mathematics and Statistics	26.8%	18.1%	9.4%	2.7%	4.9%	0.0%
Multi/Interdisciplinary Studies	64.0%	25.6%	6.3%	10.8%	6.5%	0.9%
Natural Resources and Conservation	48.0%	20.2%	7.1%	6.1%	4.7%	1.7%
Parks, Recreation, Leisure and Fitness Studies	43.8%	16.9%	3.2%	8.3%	4.2%	0.0%
Philosophy and Religious Studies	29.7%	16.4%	5.1%	5.4%	4.1%	0.3%
Physical Sciences	33.4%	18.5%	8.9%	3.3%	4.8%	0.3%
Psychology	73.1%	24.0%	6.6%	7.5%	8.1%	0.6%
Public Administration and Social Service Professions	64.9%	33.4%	6.1%	19.1%	7.0%	0.0%
Science Technologies/Technicians	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Social Sciences	50.9%	21.8%	7.3%	6.0%	6.9%	0.4%
Theology and Religious Vocations	25.5%	29.6%	9.0%	16.6%	3.6%	0.1%
Visual and Performing Arts	49.3%	16.6%	7.7%	3.2%	4.8%	0.2%
TOTAL ALL FIELDS PhD and PhD Other	54.9%	25.7%	8.4%	9.8%	6.0%	0.5%

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UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College:	Eugenio Maria de Hostos Community College
Semester/Year:	FALL, 2015

AFFIRMATIVE ACTION UNIT: Health Professions		CONSTITUENT DEPARTMENTS: Allied Health Sciences - Dental Hygiene Allied Health Sciences - Nursing Allied Health Sciences - Radiological Technology					
EEO CATEGORY: PROFESSIONAL: PROFESSORIAL		Job Titles: Professor Associate Professor Assistant Professor					
JOB GROUP: PROFESSIONAL							
FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	75.0	24.6	9.1	10.1	4.3	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: <u>25</u>							
No. Male: <u>8</u> No. Female: <u>17</u>							
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:		# <u>17</u> % <u>68.0</u>	# <u>13</u> % <u>52.0</u>	# <u>3</u> % <u>12.0</u>	# <u>4</u> % <u>16.0</u>	# <u>5</u> % <u>20.0</u>	# <u>ENTER</u> % <u>0.0</u>
OVERALL AVAILABILITY:		% <u>75.0</u>	% <u>24.6</u>	% <u>9.1</u>	% <u>10.1</u>	% <u>4.3</u>	% <u>7.0</u>
UNDERUTILIZATION:		% <u>7.0</u> # <u>1.8</u> UU <u>2</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	

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

FACTOR / SOURCE SHEET - PROFESSIONAL: PROFESSORIAL

FALL, 2015

Affirmative Action Unit: **Health Professions**

Constituent Departments: **Allied Health Sciences - Dental Hygiene**
Allied Health Sciences - Nursing
Allied Health Sciences - Radiological Technology

Job Group: **Professorial**

Job Titles: **Professor**
Associate Professor
Assistant Professor

<u>FACTORS</u>	<u>SOURCES</u>	<u>WEIGHT</u>
Factor 1	EDC- Ph.D. 2011 - 12* - 4States (CT, NY, NJ, PA) and US Non-4ST.	1.0

* Note: US Dept of Education's Postsecondary Studies Division indicates 2012 is the latest data available as of 7/15/2014.

Factor 1: 4States (CT,NJ, NY, PA) and USNon-4ST - EDC - Ph.D. 2011 - 12*

Health Professions and Related Programs

<u>Female</u>	<u>**Total Minority</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Individuals with Disabilities</u>
75.0	24.6	9.1	10.1	4.3	7.0

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



DOCTORATE's degree conferred by Title IV participating institutions 2011-2012

Reported data only - This listing does not include US Service Schools, Non-Resident Aliens and Unknowns are excluded from all totals. Total Minority includes: Black, Hispanic or Latino, Asian/Native Hawaii/Other Pacific Islander, American Indian Alaska Native, and Two or More Races.

Data for 4 States = CT, NJ, NY & PA(considered as 4ST) is weighted at 20% and US not 4ST is weighted at 80%.

	<u>FEMALE</u>	<u>**Total Minority</u>	<u>ASIAN/ PAC. ISL.</u>	<u>BLACK NON-HISP.</u>	<u>Hispanic or Latino</u>	<u>AM.IND./ AL.NAT.</u>
Agriculture, Agriculture Operations and Related Sciences	45.1%	17.7%	2.9%	5.7%	8.6%	0.3%
Architecture and Related Services	52.7%	25.6%	6.2%	10.6%	7.9%	0.9%
Area, Ethnic, Cultural, Gender, and Group Studies	66.1%	45.4%	12.4%	17.3%	11.2%	2.9%
Biological and Biomedical Sciences	54.6%	26.0%	13.1%	5.1%	6.1%	0.6%
Business, Management, Marketing, Support Services	44.9%	35.5%	9.7%	20.1%	4.2%	0.8%
Communication, Journalism, and Related Programs	58.2%	20.9%	6.4%	6.9%	5.3%	0.4%
Communications Technologies/Technicians Support Services	6.7%	0.0%	0.0%	0.0%	0.0%	0.0%
Computer and Information Sciences and Support Services	21.2%	27.8%	17.5%	5.8%	3.7%	0.3%
Education	67.9%	31.7%	4.0%	19.4%	6.8%	0.7%
Engineering	25.6%	27.6%	16.4%	4.7%	5.1%	0.3%
Engineering Technologies and Engineering-related Fields	58.0%	18.8%	4.7%	8.5%	1.9%	1.9%
English Language and Literature/Letters	61.1%	15.9%	3.8%	5.0%	5.5%	0.9%
Family and Consumer Sciences/Human Sciences	85.3%	23.5%	7.3%	14.0%	1.1%	0.4%
Foreign Languages, Literatures, and Linguistics	61.0%	24.6%	7.2%	2.0%	13.7%	0.3%
Health Professions and Related Programs	75.0%	24.6%	9.1%	10.1%	4.3%	0.6%
History	45.3%	17.8%	3.7%	7.7%	5.0%	0.3%
Homeland Security, Law Enforcement, Firefighting, etc.	46.2%	18.1%	1.2%	7.8%	6.5%	1.2%
Legal Professions and Studies	61.1%	38.3%	8.8%	18.1%	4.9%	3.3%
Liberal Arts and Sciences, General Studies and Humanities	56.3%	16.9%	3.4%	6.8%	2.3%	3.4%
Library Science	55.6%	19.7%	15.1%	0.0%	1.8%	0.0%
Mathematics and Statistics	26.8%	18.1%	9.4%	2.7%	4.9%	0.0%
Multi/Interdisciplinary Studies	64.0%	25.6%	6.3%	10.8%	6.5%	0.9%
Natural Resources and Conservation	48.0%	20.2%	7.1%	6.1%	4.7%	1.7%
Parks, Recreation, Leisure and Fitness Studies	43.8%	16.9%	3.2%	8.3%	4.2%	0.0%
Philosophy and Religious Studies	29.7%	16.4%	5.1%	5.4%	4.1%	0.3%
Physical Sciences	33.4%	18.5%	8.9%	3.3%	4.8%	0.3%
Psychology	73.1%	24.0%	6.6%	7.5%	8.1%	0.6%
Public Administration and Social Service Professions	64.9%	33.4%	6.1%	19.1%	7.0%	0.0%
Science Technologies/Technicians	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Social Sciences	50.9%	21.8%	7.3%	6.0%	6.9%	0.4%
Theology and Religious Vocations	25.5%	29.6%	9.0%	16.6%	3.6%	0.1%
Visual and Performing Arts	49.3%	16.6%	7.7%	3.2%	4.8%	0.2%
TOTAL ALL FIELDS PhD and PhD Other	54.9%	25.7%	8.4%	9.8%	6.0%	0.5%

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UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **Eugenio Maria de Hostos Community College**

Semester/Year: **Fall 2015**

AFFIRMATIVE ACTION UNIT: LIBRARY		Constituent Departments:					
EEO CATEGORY: PROFESSIONAL		Job Titles: Professor Associate Professor Assistant Professor- Librarian Assistant Professor					
JOB GROUP: PROFESSIONAL: Professorial; Non-Professorial- Instructor and Lecturer							
FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	0.00	68.3	18.5	9.6	2.3	4.4	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: <u>10</u> No. Male: <u>3</u> No. Female: <u>7</u>		If Group Total is 4 or less, then Job Group is too small to analyze					
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:	# <u>7</u> % <u>70.0</u>	# <u>7</u> % <u>70.0</u>	# <u>2</u> % <u>20.0</u>	# <u>2</u> % <u>20.0</u>	# <u>3</u> % <u>30.0</u>	# <u>ENTER</u> % <u>0.0</u>	
OVERALL AVAILABILITY:	% <u>68.3</u>	% <u>18.5</u>	% <u>9.6</u>	% <u>2.3</u>	% <u>4.4</u>	% <u>7.0</u>	
UNDERUTILIZATION:	% <u>NONE</u> # <u>0.00</u> UU <u>0</u>	% <u>NONE</u> # <u>0.00</u> UU <u>0</u>	% <u>NONE</u> # <u>0.00</u> UU <u>0</u>	% <u>NONE</u> # <u>0.00</u> UU <u>0</u>	% <u>NONE</u> # <u>0.00</u> UU <u>0</u>	% <u>NONE</u> # <u>0.00</u> UU <u>0</u>	

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

LIBRARY

PROFESSIONAL: Professorial; Non-Professorial-Instructor and Lecturer

JOB GROUP: Professor
FACULTY Associate Professor
 Assistant Professor- Librarian
 Assistant Professor

SOURCE Factor 1: 4State Earned Degree Conferred (EDC) - M.A. and Ph.D. 2011-12* weighted at 50% and National - USN4ST EDC M.A. and Ph.D. 2011-12* weighted at 50%. Derived from NCES-Postsecondary Studies Division. **WEIGHTING** 1.0

* Note: US Dept of Education's Postsecondary Studies Division indicates 2012 is the latest data available as of 07/15/2014.

Factor 1: **4State** - Earned Degree Conferred (EDC) - M.A. and Ph.D. 2009-10* - Library Science.

		<u>Female</u>	<u>**Total Minority</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>
Ph.D.		63.6	27.3	18.2	0.0	9.1
50% weight	0.5	(31.8)	(13.7)	(9.1)	(0.0)	(4.6)
M.A.		79.0	13.5	3.4	4.5	4.7
50% weight	0.5	(39.5)	(6.8)	(1.7)	(2.3)	(2.4)
TOTAL		71.3	20.5	10.8	2.3	7.0
weight at .20		14.3	4.1	2.2	0.5	1.4

National - USN4ST (EDC) - M.A. and Ph.D. 2009-10* - Library Science.

		<u>Female</u>	<u>**Total Minority</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>
Ph.D.		53.6	17.9	14.3	0.0	0.0
50% weight	0.5	(26.8)	(9.0)	(7.2)	(0.0)	(0.0)
M.A.		81.4	18.0	4.0	4.5	7.4
50% weight	0.5	(40.7)	(9.0)	(2.0)	(2.3)	(3.7)
TOTAL		67.5	18.0	9.2	2.3	3.7
weight at .80		54.0	14.4	7.4	1.8	3.0

Sum of 4State and USN4ST		14.3	4.1	2.2	0.5	1.4	
		54.0	14.4	7.4	1.8	3.0	<u>Individuals with Disabilities</u>
		68.3	18.5	9.6	2.3	4.4	7.0

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

***Action taken to combine all faculty titles in this job group is based on the review of the internal population. (e.g. 89% of persons in the Instructor rank and 94% of persons in the Lecturer rank hold the MA degree).

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College:	Eugenio Maria de Hostos Community College
Semester/Year:	FALL, 2015

AFFIRMATIVE ACTION UNIT: Mathematics & Computer Science		CONSTITUENT DEPARTMENTS: Mathematics Business - Office Technology					
EEO CATEGORY: PROFESSIONAL: PROFESSORIAL		Job Titles: Professor Associate Professor Assistant Professor					
JOB GROUP: PROFESSIONAL							
FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	26.0	19.5	10.5	3.1	4.7	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: <u>22</u>							
No. Male: <u>11</u> No. Female: <u>11</u>							
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:		# <u>11</u> % <u>50.0</u>	# <u>12</u> % <u>54.5</u>	# <u>4</u> % <u>18.2</u>	# <u>4</u> % <u>18.2</u>	# <u>4</u> % <u>18.2</u>	# <u>ENTER</u> % <u>0.0</u>
OVERALL AVAILABILITY:		% <u>26.0</u>	% <u>19.5</u>	% <u>10.5</u>	% <u>3.1</u>	% <u>4.7</u>	% <u>7.0</u>
UNDERUTILIZATION:		% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	

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

FACTOR / SOURCE SHEET - **PROFESSIONAL: PROFESSORIAL**

FALL, 2015

Affirmative Action Unit: **Mathematics & Computer Science**

Constituent Departments: **Mathematics**
 Business - Office Technology

Job Group: **Professorial**

Job Titles: **Professor**
 Associate Professor
 Assistant Professor

<u>FACTORS</u>	<u>SOURCES</u>	<u>WEIGHT</u>
Factor 1	EDC- Ph.D. 2011 - 12* - 4States (CT, NY, NJ, PA) and US Non-4ST.	1.0

* Note: US Dept of Education's Postsecondary Studies Division indicates 2012 is the latest data available as of 7/15/2014.

Factor 1: 4States (CT,NJ, NY, PA) and USNon-4ST - EDC - Ph.D. 2011 - 12*

Mathematics and Statistics (Weighted at 86.4%)
Computer and Information Sciences and Support Services
(Weighted at 13.6%)

<u>Female</u>	<u>**Total Minority</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Individuals with Disabilities</u>
26.0	19.5	10.5	3.1	4.7	7.0

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



DOCTORATE's degree conferred by Title IV participating institutions 2011-2012

Reported data only - This listing does not include US Service Schools, Non-Resident Aliens and Unknowns are excluded from all totals. Total Minority includes: Black, Hispanic or Latino, Asian/Native Hawaii/Other Pacific Islander, American Indian Alaska Native, and Two or More Races.

Data for 4 States = CT, NJ, NY & PA(considered as 4ST) is weighted at 20% and US not 4ST is weighted at 80%.

	<u>FEMALE</u>	<u>**Total Minority</u>	<u>ASIAN/ PAC. ISL.</u>	<u>BLACK NON-HISP.</u>	<u>Hispanic or Latino</u>	<u>AM.IND./ AL.NAT.</u>
Agriculture, Agriculture Operations and Related Sciences	45.1%	17.7%	2.9%	5.7%	8.6%	0.3%
Architecture and Related Services	52.7%	25.6%	6.2%	10.6%	7.9%	0.9%
Area, Ethnic, Cultural, Gender, and Group Studies	66.1%	45.4%	12.4%	17.3%	11.2%	2.9%
Biological and Biomedical Sciences	54.6%	26.0%	13.1%	5.1%	6.1%	0.6%
Business, Management, Marketing, Support Services	44.9%	35.5%	9.7%	20.1%	4.2%	0.8%
Communication, Journalism, and Related Programs	58.2%	20.9%	6.4%	6.9%	5.3%	0.4%
Communications Technologies/Technicians Support Services	6.7%	0.0%	0.0%	0.0%	0.0%	0.0%
Computer and Information Sciences and Support Services	21.2%	27.8%	17.5%	5.8%	3.7%	0.3%
Education	67.9%	31.7%	4.0%	19.4%	6.8%	0.7%
Engineering	25.6%	27.6%	16.4%	4.7%	5.1%	0.3%
Engineering Technologies and Engineering-related Fields	58.0%	18.8%	4.7%	8.5%	1.9%	1.9%
English Language and Literature/Letters	61.1%	15.9%	3.8%	5.0%	5.5%	0.9%
Family and Consumer Sciences/Human Sciences	85.3%	23.5%	7.3%	14.0%	1.1%	0.4%
Foreign Languages, Literatures, and Linguistics	61.0%	24.6%	7.2%	2.0%	13.7%	0.3%
Health Professions and Related Programs	75.0%	24.6%	9.1%	10.1%	4.3%	0.6%
History	45.3%	17.8%	3.7%	7.7%	5.0%	0.3%
Homeland Security, Law Enforcement, Firefighting, etc.	46.2%	18.1%	1.2%	7.8%	6.5%	1.2%
Legal Professions and Studies	61.1%	38.3%	8.8%	18.1%	4.9%	3.3%
Liberal Arts and Sciences, General Studies and Humanities	56.3%	16.9%	3.4%	6.8%	2.3%	3.4%
Library Science	55.6%	19.7%	15.1%	0.0%	1.8%	0.0%
Mathematics and Statistics	26.8%	18.1%	9.4%	2.7%	4.9%	0.0%
Multi/Interdisciplinary Studies	64.0%	25.6%	6.3%	10.8%	6.5%	0.9%
Natural Resources and Conservation	48.0%	20.2%	7.1%	6.1%	4.7%	1.7%
Parks, Recreation, Leisure and Fitness Studies	43.8%	16.9%	3.2%	8.3%	4.2%	0.0%
Philosophy and Religious Studies	29.7%	16.4%	5.1%	5.4%	4.1%	0.3%
Physical Sciences	33.4%	18.5%	8.9%	3.3%	4.8%	0.3%
Psychology	73.1%	24.0%	6.6%	7.5%	8.1%	0.6%
Public Administration and Social Service Professions	64.9%	33.4%	6.1%	19.1%	7.0%	0.0%
Science Technologies/Technicians	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Social Sciences	50.9%	21.8%	7.3%	6.0%	6.9%	0.4%
Theology and Religious Vocations	25.5%	29.6%	9.0%	16.6%	3.6%	0.1%
Visual and Performing Arts	49.3%	16.6%	7.7%	3.2%	4.8%	0.2%
TOTAL ALL FIELDS PhD and PhD Other	54.9%	25.7%	8.4%	9.8%	6.0%	0.5%

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UTILIZATION ANALYSIS WORKSHEET
Two Factor Availability

College:	Eugenio Maria de Hostos Community College
Semester/Year:	FALL, 2015

AFFIRMATIVE ACTION UNIT: Social Science		CONSTITUENT DEPARTMENTS: Behaviorial Sciences- Behavioral Science Behaviorial Sciences- Social Science					
EEO CATEGORY: PROFESSIONAL: PROFESSORIAL		Job Titles: Professor Associate Professor Assistant Professor					
JOB GROUP: PROFESSIONAL							
FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	50.9	21.8	7.3	6.0	6.9	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: <u>13</u>							
No. Male: <u>6</u> No. Female: <u>7</u>		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:		# <u>7</u> % <u>53.8</u>	# <u>6</u> % <u>46.2</u>	# <u>1</u> % <u>7.7</u>	# <u>3</u> % <u>23.1</u>	# <u>2</u> % <u>15.4</u>	# <u>ENTER</u> % <u>0.0</u>
OVERALL AVAILABILITY:		% <u>50.9</u>	% <u>21.8</u>	% <u>7.3</u>	% <u>6.0</u>	% <u>6.9</u>	% <u>7.0</u>
UNDERUTILIZATION:		% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	

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

FACTOR / SOURCE SHEET - PROFESSIONAL: PROFESSORIAL

FALL, 2015

Affirmative Action Unit: **Social Science**

Constituent Departments: **Behaviorial Sciences- Behavioral Science**
Behaviorial Sciences- Social Science

Job Group: **Professorial**

Job Titles: **Professor**
Associate Professor
Assistant Professor

<u>FACTORS</u>	<u>SOURCES</u>	<u>WEIGHT</u>
Factor 1	EDC- Ph.D. 2011 - 12* - 4States (CT, NY, NJ, PA) and US Non-4ST.	1.0

* Note: US Dept of Education's Postsecondary Studies Division indicates 2012 is the latest data available as of 7/15/2014.

Factor 1: 4States (CT,NJ, NY, PA) and USNon-4ST - EDC - Ph.D. 2011 - 12*

Social Sciences

<u>Female</u>	<u>**Total Minority</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Individuals with Disabilities</u>
50.9	21.8	7.3	6.0	6.9	7.0

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



DOCTORATE's degree conferred by Title IV participating institutions 2011-2012

Reported data only - This listing does not include US Service Schools, Non-Resident Aliens and Unknowns are excluded from all totals. Total Minority includes: Black, Hispanic or Latino, Asian/Native Hawaii/Other Pacific Islander, American Indian Alaska Native, and Two or More Races. Data for 4 States = CT, NJ, NY & PA(considered as 4ST) is weighted at 20% and US not 4ST is weighted at 80%.

	<u>FEMALE</u>	<u>**Total Minority</u>	<u>ASIAN/ PAC. ISL.</u>	<u>BLACK NON-HISP.</u>	<u>Hispanic or Latino</u>	<u>AM.IND./ AL.NAT.</u>
Agriculture, Agriculture Operations and Related Sciences	45.1%	17.7%	2.9%	5.7%	8.6%	0.3%
Architecture and Related Services	52.7%	25.6%	6.2%	10.6%	7.9%	0.9%
Area, Ethnic, Cultural, Gender, and Group Studies	66.1%	45.4%	12.4%	17.3%	11.2%	2.9%
Biological and Biomedical Sciences	54.6%	26.0%	13.1%	5.1%	6.1%	0.6%
Business, Management, Marketing, Support Services	44.9%	35.5%	9.7%	20.1%	4.2%	0.8%
Communication, Journalism, and Related Programs	58.2%	20.9%	6.4%	6.9%	5.3%	0.4%
Communications Technologies/Technicians Support Services	6.7%	0.0%	0.0%	0.0%	0.0%	0.0%
Computer and Information Sciences and Support Services	21.2%	27.8%	17.5%	5.8%	3.7%	0.3%
Education	67.9%	31.7%	4.0%	19.4%	6.8%	0.7%
Engineering	25.6%	27.6%	16.4%	4.7%	5.1%	0.3%
Engineering Technologies and Engineering-related Fields	58.0%	18.8%	4.7%	8.5%	1.9%	1.9%
English Language and Literature/Letters	61.1%	15.9%	3.8%	5.0%	5.5%	0.9%
Family and Consumer Sciences/Human Sciences	85.3%	23.5%	7.3%	14.0%	1.1%	0.4%
Foreign Languages, Literatures, and Linguistics	61.0%	24.6%	7.2%	2.0%	13.7%	0.3%
Health Professions and Related Programs	75.0%	24.6%	9.1%	10.1%	4.3%	0.6%
History	45.3%	17.8%	3.7%	7.7%	5.0%	0.3%
Homeland Security, Law Enforcement, Firefighting, etc.	46.2%	18.1%	1.2%	7.8%	6.5%	1.2%
Legal Professions and Studies	61.1%	38.3%	8.8%	18.1%	4.9%	3.3%
Liberal Arts and Sciences, General Studies and Humanities	56.3%	16.9%	3.4%	6.8%	2.3%	3.4%
Library Science	55.6%	19.7%	15.1%	0.0%	1.8%	0.0%
Mathematics and Statistics	26.8%	18.1%	9.4%	2.7%	4.9%	0.0%
Multi/Interdisciplinary Studies	64.0%	25.6%	6.3%	10.8%	6.5%	0.9%
Natural Resources and Conservation	48.0%	20.2%	7.1%	6.1%	4.7%	1.7%
Parks, Recreation, Leisure and Fitness Studies	43.8%	16.9%	3.2%	8.3%	4.2%	0.0%
Philosophy and Religious Studies	29.7%	16.4%	5.1%	5.4%	4.1%	0.3%
Physical Sciences	33.4%	18.5%	8.9%	3.3%	4.8%	0.3%
Psychology	73.1%	24.0%	6.6%	7.5%	8.1%	0.6%
Public Administration and Social Service Professions	64.9%	33.4%	6.1%	19.1%	7.0%	0.0%
Science Technologies/Technicians	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Social Sciences	50.9%	21.8%	7.3%	6.0%	6.9%	0.4%
Theology and Religious Vocations	25.5%	29.6%	9.0%	16.6%	3.6%	0.1%
Visual and Performing Arts	49.3%	16.6%	7.7%	3.2%	4.8%	0.2%
TOTAL ALL FIELDS PhD and PhD Other	54.9%	25.7%	8.4%	9.8%	6.0%	0.5%

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APPENDIX B11 – B12
FACULTY: LECTURERS

UTILIZATION ANALYSIS WORKSHEET
Two Factor Availability

College: Eugenio Maria de Hostos Community College
Semester/Year: FALL, 2015

AFFIRMATIVE ACTION UNIT: Education		CONSTITUENT DEPARTMENTS: Counseling Center Language & Cognition- English as a Second Language					
EEO CATEGORY: PROFESSIONAL: NON-PROFESSORIAL - LECTURER		Job Titles: Lecturer					
JOB GROUP: NON-PROFESSORIAL - LECTURER							
FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	79.6	16.3	2.2	6.1	6.6	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: 6 No. Male: 1 No. Female: 5							
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:		# <u>5</u> % <u>83.3</u>	# <u>4</u> % <u>66.7</u>	# <u>0</u> % <u>0.0</u>	# <u>0</u> % <u>0.0</u>	# <u>4</u> % <u>66.7</u>	# <u>ENTER</u> % <u>0.0</u>
OVERALL AVAILABILITY:		% <u>79.6</u>	% <u>16.3</u>	% <u>2.2</u>	% <u>6.1</u>	% <u>6.6</u>	% <u>7.0</u>
UNDERUTILIZATION:		% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>2.2</u> # <u>0.1</u> UU <u>0</u>	% <u>6.1</u> # <u>0.4</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	

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

FACTOR / SOURCE SHEET - PROFESSIONAL: NON-PROFESSORIAL-LECTURER
FALL, 2015

Affirmative Action Unit: **Education**

Constituent Departments: **Counseling Center**
Language & Cognition- English as a Second Language

Job Group: **LECTURER**

Job Titles: **Lecturer**

<u>FACTORS</u>	<u>SOURCES</u>	<u>WEIGHTING</u>
Factor	EDC - BA. 2011-12* - 4State (CT, NJ, NY, PA) weighted at 50% and US Non-4ST weighted at 50%.	1.0

* Note: US Dept of Education's Postsecondary Studies Division indicates 2012 is the latest data available as of 7/15/2014.

Factor 1: EDC - BA. 2011 - 12* 4States (CT,NJ,NY,PA) and US Non-4ST.

Education

<u>Female</u>	<u>**Total Minority</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Individuals with Disabilities</u>
79.6	16.3	2.2	6.1	6.6	7.0

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



BACHELOR's degree conferred by Title IV participating institutions 2011-2012

Reported data only - This listing does not include US Service Schools, Non-Resident Aliens and Unknowns are excluded from all totals. Total Minority includes: Black, Hispanic or Latino, Asian/Native Hawaiiin/Other Pacific Islander, American Indian Alaska Native, and Two or More Races.

Data for 4 States = CT, NJ, NY & PA(considered as 4ST) is weighted at 50% and USn4ST is weighted at 50%.

	<u>FEMALE</u>	<u>**Total Minority</u>	<u>ASIAN/ PAC. ISL.</u>	<u>BLACK NON-HISP.</u>	<u>Hispanic or Latino</u>	<u>AM.IND./ AL.NAT.</u>
Agriculture, Agriculture Operations and Related Sciences	54.2%	15.3%	4.1%	3.8%	5.3%	0.5%
Architecture and Related Services	41.7%	31.9%	11.3%	5.9%	12.8%	0.4%
Area, Ethnic, Cultural, Gender, and Group Studies	69.9%	47.6%	11.4%	15.5%	16.1%	1.4%
Biological and Biomedical Sciences	59.3%	34.9%	17.5%	7.5%	7.8%	0.5%
Business, Management, Marketing, Support Services	47.4%	32.7%	9.2%	12.0%	9.9%	0.5%
Communication, Journalism, and Related Programs	63.6%	26.3%	4.5%	11.1%	8.8%	0.4%
Communications Technologies/Technicians Support Services	34.1%	30.4%	5.4%	11.2%	11.2%	0.5%
Computer and Information Sciences and Support Services	17.4%	33.0%	11.1%	10.7%	9.3%	0.5%
Construction Trades	5.0%	12.7%	2.5%	2.6%	6.9%	0.3%
Education	79.6%	16.3%	2.2%	6.1%	6.6%	0.5%
Engineering	19.7%	27.9%	14.1%	4.4%	7.6%	0.3%
Engineering Technologies and Engineering-related Fields	10.0%	23.5%	5.0%	9.2%	7.5%	0.8%
English Language and Literature/Letters	69.4%	24.2%	4.7%	8.0%	9.1%	0.5%
Family and Consumer Sciences/Human Sciences	89.1%	27.8%	5.3%	11.5%	9.3%	0.5%
Foreign Languages, Literatures, and Linguistics	71.7%	31.7%	5.6%	4.6%	19.3%	0.4%
Health Professions and Related Programs	84.4%	29.7%	8.4%	12.5%	7.2%	0.5%
History	41.1%	18.5%	3.6%	4.8%	8.0%	0.5%
Homeland Security, Law Enforcement, Firefighting, etc.	46.3%	39.2%	3.0%	18.5%	15.7%	0.5%
Legal Professions and Studies	68.2%	43.4%	5.8%	21.2%	14.6%	0.6%
Liberal Arts and Sciences, General Studies and Humanities	62.7%	32.6%	3.8%	15.3%	10.9%	0.9%
Library Science	93.3%	6.7%	1.1%	2.2%	3.3%	0.0%
Mathematics and Statistics	44.6%	24.8%	11.0%	5.3%	7.0%	0.3%
Mechanic and Repair Technologies/Technicians	3.0%	21.6%	4.9%	3.2%	11.9%	1.3%
Military Technologies and Applied Sciences	16.2%	30.0%	0.0%	26.2%	2.5%	1.2%
Multi/Interdisciplinary Studies	61.6%	30.6%	6.9%	10.6%	11.0%	0.6%
Natural Resources and Conservation	48.4%	14.8%	4.9%	2.4%	5.1%	0.7%
Parks, Recreation, Leisure and Fitness Studies	43.6%	20.2%	3.5%	8.5%	6.6%	0.4%
Personal and Culinary Services	53.0%	28.5%	4.5%	13.6%	8.7%	1.0%
Philosophy and Religious Studies	38.0%	23.9%	5.8%	7.5%	8.0%	0.6%
Physical Sciences	40.1%	24.4%	10.8%	5.6%	6.0%	0.5%
Precision Production	10.3%	10.3%	3.4%	3.4%	1.7%	0.0%
Psychology	77.3%	33.9%	7.0%	12.2%	12.5%	0.5%
Public Administration and Social Service Professions	82.6%	43.0%	3.6%	23.5%	13.7%	0.7%
Science Technologies/Technicians	47.4%	29.2%	8.7%	5.8%	10.8%	1.2%
Social Sciences	51.9%	34.7%	8.7%	11.8%	11.9%	0.5%
Theology and Religious Vocations	26.9%	12.2%	2.0%	5.7%	3.4%	0.3%
Transportation and Materials Moving	16.8%	36.7%	7.6%	11.0%	15.3%	0.5%
Visual and Performing Arts	61.7%	24.9%	6.6%	6.6%	9.3%	0.6%
TOTAL ALL FIELDS	57.5%	29.5%	7.7%	10.3%	9.6%	0.5%

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UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College:	Eugenio Maria de Hostos Community College
Semester/Year:	FALL, 2015

AFFIRMATIVE ACTION UNIT: English		CONSTITUENT DEPARTMENTS: English					
EEO CATEGORY: PROFESSIONAL: NON-PROFESSORIAL - LECTURER		Job Titles: Distinguished Lecturer Lecturer					
JOB GROUP: NON-PROFESSORIAL - LECTURER							
FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	69.4	24.2	4.7	8.0	9.1	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: <u>7</u> No. Male: <u>4</u> No. Female: <u>3</u>							
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:		# <u>3</u> % <u>42.9</u>	# <u>3</u> % <u>42.9</u>	# <u>0</u> % <u>0.0</u>	# <u>2</u> % <u>28.6</u>	# <u>1</u> % <u>14.3</u>	# <u>ENTER</u> % <u>0.0</u>
OVERALL AVAILABILITY:		% <u>69.4</u>	% <u>24.2</u>	% <u>4.7</u>	% <u>8.0</u>	% <u>9.1</u>	% <u>7.0</u>
UNDERUTILIZATION:		% <u>26.5</u> # <u>1.9</u> UU <u>2</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>4.7</u> # <u>0.3</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	

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

FACTOR / SOURCE SHEET - PROFESSIONAL: NON-PROFESSORIAL-LECTURER
FALL, 2015

Affirmative Action Unit: English

Constituent Departments: English

Job Group: LECTURER

Job Titles: Distinguished Lecturer
Lecturer

<u>FACTORS</u>	<u>SOURCES</u>	<u>WEIGHTING</u>
Factor	EDC - BA. 2011-12* - 4State (CT, NJ, NY, PA) weighted at 50% and US Non-4ST weighted at 50%.	1.0

* Note: US Dept of Education's Postsecondary Studies Division indicates 2012 is the latest data available as of 7/15/2014.

Factor 1: EDC - BA. 2011 - 12* 4States (CT,NJ,NY,PA) and US Non-4ST.

English Language and Literature/Letters

<u>Female</u>	<u>**Total Minority</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Individuals with Disabilities</u>
69.4	24.2	4.7	8.0	9.1	7.0

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



BACHELOR's degree conferred by Title IV participating institutions 2011-2012

Reported data only - This listing does not include US Service Schools, Non-Resident Aliens and Unknowns are excluded from all totals. Total Minority includes: Black, Hispanic or Latino, Asian/Native Hawaiian/Other Pacific Islander, American Indian Alaska Native, and Two or More Races.

Data for 4 States = CT, NJ, NY & PA(considered as 4ST) is weighted at 50% and USn4ST is weighted at 50%.

	<u>FEMALE</u>	<u>**Total Minority</u>	<u>ASIAN/ PAC. ISL.</u>	<u>BLACK NON-HISP.</u>	<u>Hispanic or Latino</u>	<u>AM.IND./ AL.NAT.</u>
Agriculture, Agriculture Operations and Related Sciences	54.2%	15.3%	4.1%	3.8%	5.3%	0.5%
Architecture and Related Services	41.7%	31.9%	11.3%	5.9%	12.8%	0.4%
Area, Ethnic, Cultural, Gender, and Group Studies	69.9%	47.6%	11.4%	15.5%	16.1%	1.4%
Biological and Biomedical Sciences	59.3%	34.9%	17.5%	7.5%	7.8%	0.5%
Business, Management, Marketing, Support Services	47.4%	32.7%	9.2%	12.0%	9.9%	0.5%
Communication, Journalism, and Related Programs	63.6%	26.3%	4.5%	11.1%	8.8%	0.4%
Communications Technologies/Technicians Support Services	34.1%	30.4%	5.4%	11.2%	11.2%	0.5%
Computer and Information Sciences and Support Services	17.4%	33.0%	11.1%	10.7%	9.3%	0.5%
Construction Trades	5.0%	12.7%	2.5%	2.6%	6.9%	0.3%
Education	79.6%	16.3%	2.2%	6.1%	6.6%	0.5%
Engineering	19.7%	27.9%	14.1%	4.4%	7.6%	0.3%
Engineering Technologies and Engineering-related Fields	10.0%	23.5%	5.0%	9.2%	7.5%	0.8%
English Language and Literature/Letters	69.4%	24.2%	4.7%	8.0%	9.1%	0.5%
Family and Consumer Sciences/Human Sciences	89.1%	27.8%	5.3%	11.5%	9.3%	0.5%
Foreign Languages, Literatures, and Linguistics	71.7%	31.7%	5.6%	4.6%	19.3%	0.4%
Health Professions and Related Programs	84.4%	29.7%	8.4%	12.5%	7.2%	0.5%
History	41.1%	18.5%	3.6%	4.8%	8.0%	0.5%
Homeland Security, Law Enforcement, Firefighting, etc.	46.3%	39.2%	3.0%	18.5%	15.7%	0.5%
Legal Professions and Studies	68.2%	43.4%	5.8%	21.2%	14.6%	0.6%
Liberal Arts and Sciences, General Studies and Humanities	62.7%	32.6%	3.8%	15.3%	10.9%	0.9%
Library Science	93.3%	6.7%	1.1%	2.2%	3.3%	0.0%
Mathematics and Statistics	44.6%	24.8%	11.0%	5.3%	7.0%	0.3%
Mechanic and Repair Technologies/Technicians	3.0%	21.6%	4.9%	3.2%	11.9%	1.3%
Military Technologies and Applied Sciences	16.2%	30.0%	0.0%	26.2%	2.5%	1.2%
Multi/Interdisciplinary Studies	61.6%	30.6%	6.9%	10.6%	11.0%	0.6%
Natural Resources and Conservation	48.4%	14.8%	4.9%	2.4%	5.1%	0.7%
Parks, Recreation, Leisure and Fitness Studies	43.6%	20.2%	3.5%	8.5%	6.6%	0.4%
Personal and Culinary Services	53.0%	28.5%	4.5%	13.6%	8.7%	1.0%
Philosophy and Religious Studies	38.0%	23.9%	5.8%	7.5%	8.0%	0.6%
Physical Sciences	40.1%	24.4%	10.8%	5.6%	6.0%	0.5%
Precision Production	10.3%	10.3%	3.4%	3.4%	1.7%	0.0%
Psychology	77.3%	33.9%	7.0%	12.2%	12.5%	0.5%
Public Administration and Social Service Professions	82.6%	43.0%	3.6%	23.5%	13.7%	0.7%
Science Technologies/Technicians	47.4%	29.2%	8.7%	5.8%	10.8%	1.2%
Social Sciences	51.9%	34.7%	8.7%	11.8%	11.9%	0.5%
Theology and Religious Vocations	26.9%	12.2%	2.0%	5.7%	3.4%	0.3%
Transportation and Materials Moving	16.8%	36.7%	7.6%	11.0%	15.3%	0.5%
Visual and Performing Arts	61.7%	24.9%	6.6%	6.6%	9.3%	0.6%
TOTAL ALL FIELDS	57.5%	29.5%	7.7%	10.3%	9.6%	0.5%

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APPENDIX B-13
PROFESSIONAL/NON FACULTY

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College: **Eugenio Maria de Hostos Community College**

Semester/Year: **FALL, 2015**

AFFIRMATIVE ACTION UNIT: ADMINISTRATION III		Constituent Departments:					
EEO CATEGORY: Professional Non-Faculty		Job Titles: Higher Education assistant (HEa) Assistant to Higher Education Officer (aHEO)					
JOB GROUP: ADMINISTRATION III							
FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	0.70	40.1	20.2	5.8	6.9	6.4	
2. % of Minorities/Females promotable, transferable, or trainable	0.30	22.1	18.5	3.9	8.8	5.6	
GROUP TOTAL NO.: <u>94</u>							
No. Male: <u>31</u> No. Female: <u>63</u>							
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:		# <u>63</u> % <u>67.0</u>	# <u>82</u> % <u>87.2</u>	# <u>4</u> % <u>4.3</u>	# <u>28</u> % <u>29.8</u>	# <u>48</u> % <u>51.1</u>	# <u>ENTER</u> % <u>0.0</u>
OVERALL AVAILABILITY:		% <u>62.2</u>	% <u>38.7</u>	% <u>9.7</u>	% <u>15.7</u>	% <u>12.0</u>	% <u>7.0</u>
UNDERUTILIZATION:		% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>5.4</u> # <u>5.1</u> UU <u>5</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	% <u>NONE</u> # <u>0.0</u> UU <u>0</u>	

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

* TWO (2) TWO OR MORE RACES IN THIS JOB GROUP

FACTOR / SOURCE SHEET

FALL, 2015

**Professional Non-Faculty
ADMINISTRATION III:**

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

<u>FACTORS</u>	<u>SOURCES</u>	<u>WEIGHT</u>
Factor 1	4STATES Earned Degrees Conferred (EDC) - Bachelors 2011-12* for Federal Protected Groups.	0.7
Factor 2	Promotable, Transferable, Trainable employees within contractors organization. - CUNY Survey - selected titles, service requirement and criteria -Source Spring 2014.	0.3

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

Factor 1:	<u>Female</u>	<u>**Total Minority</u>	<u>Asian or Nat. Haw. or Other</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	
			<u>Pac. Isl.</u>			
	57.3	28.9	8.3	9.8	9.2	
multiply by weight -	0.7	40.1	5.8	6.9	6.4	
 Factor 2:	 <u>Female</u>	 <u>**Total Minority</u>	 <u>Asian or Nat. Haw. or Other</u>	 <u>Black or African American</u>	 <u>Hispanic or Latino</u>	 <u>TOTAL</u>
College Asst. (holding BA degree or higher in title only)	415	363	104	149	107	662
Gittlesons (holding BA degree or higher in title only)	425	342	44	187	107	480
	840	705	148	336	214	1,142
	73.6	61.7	13.0	29.4	18.7	
multiply by weight -	0.3	22.1	3.9	8.8	5.6	
 OVERALL AVAILABILITY	62.2	38.7	9.7	15.7	12.0	7.0

Individuals
with
Disabilities

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

APPENDIX B14 – B15
SECRETARIAL/CLERICAL

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College:	Eugenio Maria de Hostos Community College
Semester/Year:	FALL, 2015

AFFIRMATIVE ACTION UNIT: CUNY ADMINISTRATIVE ASSISTANT		Constituent Departments:					
EEO CATEGORY: Secretarial and Clerical		Job Titles: CUNY Administrative Assistants					
JOB GROUP: CUNY ADMINISTRATIVE ASSISTANT							
FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	
1. % availability of Minorities/Females with requisite skills in immediate labor areas.							
2. % of Minorities/Females promotable, transferable, or trainable.	1.00	91.1	72.2	6.7	39.0	26.0	
GROUP TOTAL NO.: <u>10</u> No. Male: <u>2</u> No. Female: <u>8</u>							
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:		# <u>8</u> % <u>80.0</u>	# <u>10</u> % <u>100.0</u>	# <u>0</u> % <u>0.0</u>	# <u>6</u> % <u>60.0</u>	# <u>4</u> % <u>40.0</u>	# <u>ENTER</u> % <u>0.0</u>
OVERALL AVAILABILITY:		% <u>91.1</u>	% <u>72.2</u>	% <u>6.7</u>	% <u>39.0</u>	% <u>26.0</u>	% <u>7.0</u>
UNDERUTILIZATION:		% <u>11.1</u> # <u>1.11</u> UU <u>1</u>	% <u>NONE</u> # <u>0.00</u> UU <u>0</u>	% <u>6.7</u> # <u>0.67</u> UU <u>1</u>	% <u>NONE</u> # <u>0.00</u> UU <u>0</u>	% <u>NONE</u> # <u>0.00</u> UU <u>0</u>	

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

FALL, 2015

CUNY ADMINISTRATIVE ASSISTANT

Secretarial and Clerical

CUNY ADMINISTRATIVE ASSISTANT

CUNY Administrative Assistants

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

<u>Female</u>	<u>**Total Minority</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Individuals with Disabilities</u>
<u>91.1</u>	<u>72.2</u>	<u>6.7</u>	<u>39.0</u>	<u>26.0</u>	<u>7.0</u>

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

UTILIZATION ANALYSIS WORKSHEET
Two Factor Availability

College:	Eugenio Maria de Hostos Community College
Semester/Year:	FALL, 2015

AFFIRMATIVE ACTION UNIT: CUNY OFFICE/SECRETARIAL ASSISTANT:		Constituent Departments:					
EEO CATEGORY: Secretarial and Clerical		Job Titles: CUNY Office/Secretarial Assistant (all levels)					
JOB GROUP: CUNY OFFICE/SECRETARIAL ASSISTANT							
FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	89.9	26.5	3.7	11.6	9.8	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: <u>51</u> No. Male: <u>3</u> No. Female: <u>48</u>							
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:		# <u>48</u> % <u>94.1</u>	# <u>51</u> % <u>100.0</u>	# <u>1</u> % <u>2.0</u>	# <u>11</u> % <u>21.6</u>	# <u>38</u> % <u>74.5</u>	# <u>ENTER</u> % <u>0.0</u>
OVERALL AVAILABILITY:		% <u>89.9</u>	% <u>26.5</u>	% <u>3.7</u>	% <u>11.6</u>	% <u>9.8</u>	% <u>7.0</u>
UNDERUTILIZATION:		% <u>NONE</u> # <u>0.00</u> UU <u>0</u>	% <u>NONE</u> # <u>0.00</u> UU <u>0</u>	% <u>1.7</u> # <u>0.89</u> UU <u>1</u>	% <u>NONE</u> # <u>0.00</u> UU <u>0</u>	% <u>NONE</u> # <u>0.00</u> UU <u>0</u>	

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

ONE (1) TWO OR MORE RACES IN THIS JOB GROUP

FALL, 2015

CUNY OFFICE/SECRETARIAL ASSISTANT

Secretarial and Clerical

CUNY OFFICE/
SECRETARIAL ASSISTANT:

CUNY Office/Secretarial Assistant (all levels)

<u>SOURCE</u>	<u>WEIGHTING</u>
Factor 1: 2007 - 2011 U.S. Census- American Community Survey (ACS) - NY, NJ, CT, PA - Secretaries, and Administrative Assistants (5700); Word Processors and Typists (5820); and Office Administrative Support Workers, all other (5940), Office Clerks, General (5860).	1.0

<u>Female</u>	<u>**Total Minority</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Individuals with Disabilities</u>
89.9	26.5	3.7	11.6	9.8	7.0

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

APPENDIX B16 – B18
TECHNICAL/PARAPROFESSIONAL

UTILIZATION ANALYSIS WORKSHEET
Two Factor Availability

NOTE: Please weight depending on the number of employees in fields.

College:	Eugenio Maria de Hostos Community College
Semester/Year:	FALL, 2015

AFFIRMATIVE ACTION UNIT: ADMINISTRATION IV	Constituent Departments HEALTH SCIENCE TECH.-BROADCASTING/COMM. BUS. MNGMNT./ SERV. OCC.
EEO CATEGORY: Technical/Paraprofessional	Job Titles: COLLEGE LAB TECHNICIANS (CLTs) Senior College Lab Tech College Lab Tech.
JOB GROUP: ADMINISTRATION IV	

FACTORS:	Weighting	Female	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	See Factors worksheet	45.5	29.3	7.6	9.6	10.2	
2. % of Minorities/Females promotable, transferable, or trainable.							
GROUP TOTAL NO.: <u>14</u>							
No. Male: <u>8</u> No. Female: <u>6</u>							
		Female	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:		# <u>6</u> % <u>42.9</u>	# <u>11</u> % <u>78.6</u>	# <u>0</u> % <u>0.0</u>	# <u>2</u> % <u>14.3</u>	# <u>9</u> % <u>64.3</u>	# <u>0</u> % <u>0.0</u>
OVERALL AVAILABILITY:		% <u>45.5</u>	% <u>29.3</u>	% <u>7.6</u>	% <u>9.6</u>	% <u>10.2</u>	% <u>0.7</u>
UNDERUTILIZATION:		% <u>2.6</u> # <u>0.4</u> UU <u>0</u>	% <u>NONE</u> # <u>0.00</u> UU <u>0</u>	% <u>7.6</u> # <u>1.06</u> UU <u>1</u>	% <u>NONE</u> # <u>0.00</u> UU <u>0</u>	% <u>NONE</u> # <u>0.00</u> UU <u>0</u>	

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

FALL, 2015

ADMINISTRATION IV: College Laboratory Technician Series

ADMINISTRATION IV: (titles listed below)

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

Overall Availability Data for the following main areas/fields are provided in the TAB: "IA ADM 4 Factors AD F2015"

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

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

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

This section requires numbers to be entered onto the cells which indicate "ENTER". If there are NO employees, please enter the number zero (0). The workforce numbers entered here will automatically be populated on the TAB:"IA ADM 4 UAW F2015" worksheet. Assessment of the type of work/area the CLT works in is required. (ex. CLT who sets up the audio visual equipment should be counted in Broadcasting/Communications; CLT who sets up the tools/cooking equipment in the kitchen for the culinary students should be counted in Business & Management/Serv. Occupations) Please input Workforce numbers (# of technicians in area/field) in cells H23,H24,H25,H26,H27,H28. In cells N29, Q29, T29, W29, Z29, AC29, and AF29 enter Workforce numbers by Gender and Ethnicity. Cells N29 and Q29 will be highlighted in RED if total does not equal cell H29.

Dotted bordered cells require a number entry to compute % of technicians in area/field.

AREA/FIELD	# of technicians in area/field	TOTAL # of Technicians	% of technicians in area/field	Demographics						
				Male	Female	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
* ^^ Health	4	14	29%							
* ^^ Engineering	0	14	0%							
* ^^ Science	4	14	29%							
* ^^ Computers	0	14	0%							
* ^^ Broadcasting/Communications	3	14	21%							
* ^^ Bus. & Mngmnt / Serv. Occupations	3	14	21%							
TOTAL Number of CLTs	14			8	6	11	0	2	9	ENTER

Dotted bordered cells require a number entry in order for the "Current Utilization" on the Tab-IA ADM 4 UAW F2015 to be calculated.

OVERALL AVAILABILITY: (from TAB - ADM 4 Factors AD F2010.)	Female	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino
Health	59.2	31.3	7.4	14.7	7.5
Engineering	16.3	25.3	5.9	8.8	9.0
Science	44.7	27.4	10.4	7.2	6.3
Computers	22.9	36.8	22.6	7.0	5.7
Broadcasting/Communications	34.4	34.4	7.3	9.4	16.0
Bus. & Mngmnt / Serv. Occupations	38.7	24.4	4.8	5.8	13.3

This section computes the weighted Overall Availability (OA) for each area with the percentage of employees and totals the OA for all areas/fields. The information in the cells of the dotted bordered box will automatically be used for calculating the underutilization on IA ADM 4 UAW F2015 worksheet.

Weighted Overall Availability of the areas by % of employees	% of technicians in area/field	Demographics					Individuals with Disabilities
		Female	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	
Health	29%	17.2	9.1	2.1	4.3	2.2	
Engineering	0%	0.0	0.0	0.0	0.0	0.0	
Science	29%	13.0	7.9	3.0	2.1	1.8	
Computers	0%	0.0	0.0	0.0	0.0	0.0	
Broadcasting/Communications	21%	7.2	7.2	1.5	2.0	3.4	
Bus. & Mngmnt / Serv. Occupations	21%	8.1	5.1	1.0	1.2	2.8	
TOTAL OVERALL AVAILABILITY (OA)		45.5	29.3	7.6	9.6	10.2	0.7

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

FALL, 2015

NOTE: The Overall Availability is used by weighting these Areas/Fields by the number of employees that the college has.

(Worksheet TAB ADM 4 Factors allows for computation of employees by entering the college workforce numbers and computes the TOTAL Overall Availability for Administration IV)

Technical/Paraprofessional

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

<u>FACTORS</u>	<u>SOURCES</u>	<u>WEIGHT</u>
Factor 1a:	2007-2011 American Community Survey (ACS) - 4States (CT,NJ,NY,PA).	0.9
Factor 1b:	4STATES Earned Degrees Conferred (EDC) - Bachelors 2011-12* for gender and federal protected groups.	0.1

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

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

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

***** 17. OCCUPATION CLTs HEALTH TECHNOLOGISTS AND TECH. CLTs**

Occupations by Federal Groups by Geography

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

**** 11. OCCUPATION= ENGINEERS - TECHNICALS.**

Occupations by Federal Groups by Geography

Geography	Occupation	TOTAL MINORITY calculated	Black, nH	Latino- Hispanic	Asian / Haw. Pac. Isl.	Native American- Alaska Native	Females
NY-NJ-CT-PA	1550 Engineering Technicians, Except Drafters	13,474	4,739	4,759	3,092	112	8,957

***** 16. OCCUPATION CLTs BUSINESS & MANAGEMENT SERVICES AND CLTs SCIENCE TECHS.**

Occupations by Federal Groups by Geography

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

**** 6. OCCUPATION= Computer Specialists.**

Occupations by Federal Groups by Geography

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

**** 3. OCCUPATION= Broadcasting / Media Titles.**

Occupations by Federal Groups by Geography

Geography	Occupation	TOTAL MINORITY calculated	Black, nH	Latino- Hispanic	Asian / Haw. Pac. Isl.	Native American- Alaska Native	Females
NY-NJ-CT-PA	2900 Broadcast and Sound Engineering Technicia	3,772	1,798	1,291	425	9	2,041
NY-NJ-CT-PA	2860 Miscellaneous Media and Communication W	5,622	651	3,158	1,585	0	6,974

***** 16. OCCUPATION CLTs BUSINESS & MANAGEMENT SERVICES AND CLTs SCIENCE TECHS.**

Occupations by Federal Groups by Geography

Geography	Occupation	TOTAL MINORITY calculated	Black, nH	Latino- Hispanic	Asian / Haw. Pac. Isl.	Native American- Alaska Native	Females
NY-NJ-CT-PA	1900 Agricultural and Food Science Technicians	882	170	519	176	17	1,366

UTILIZATION ANALYSIS WORKSHEET
Two Factor Availability

College:	Eugenio Maria de Hostos Community College
Semester/Year:	FALL, 2015

AFFIRMATIVE ACTION UNIT: COMPUTER SPECIALISTS		Constituent Departments:					
EEO CATEGORY: Technical/Paraprofessional		Job Titles: IT Senior Associate IT Associate IT Assistant IT Support Assistant					
JOB GROUP: COMPUTER SPECIALISTS							
FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	26.4	33.6	19.7	7.1	5.4	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: <u>24</u>							
No. Male: <u>20</u> No. Female: <u>4</u>							
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:		# <u>4</u>	# <u>23</u>	# <u>4</u>	# <u>1</u>	# <u>17</u>	# <u>ENTER</u>
		% <u>16.7</u>	% <u>95.8</u>	% <u>16.7</u>	% <u>4.2</u>	% <u>70.8</u>	% <u>0.0</u>
OVERALL AVAILABILITY:		% <u>26.4</u>	% <u>33.6</u>	% <u>19.7</u>	% <u>7.1</u>	% <u>5.4</u>	% <u>7.0</u>
UNDERUTILIZATION:		% <u>9.7</u>	% <u>NONE</u>	% <u>3.0</u>	% <u>2.9</u>	% <u>NONE</u>	
		# <u>2.34</u>	# <u>0.00</u>	# <u>0.73</u>	# <u>0.70</u>	# <u>0.00</u>	
		UU <u>2</u>	UU <u>0</u>	UU <u>1</u>	UU <u>1</u>	UU <u>0</u>	

**Total Minority includes Asian or Nat. Haw. or Other Pac. Isl., Am. Ind./Al. Natives, Black or African American, Hispanic or Latino, and Two or More Races.
ONE (1) TWO OR MORE RACES IN THIS JOB GROUP

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College:	Eugenio Maria de Hostos Community College
Semester/Year:	FALL, 2015

AFFIRMATIVE ACTION UNIT: ACCOUNTANTS - ACCOUNTANT ASSISTANT		Constituent Departments:					
EEO CATEGORY: Technical/Paraprofessional		Job Titles: Finance Accountant Assistant Assistant Purchasing Agent					
JOB GROUP: Finance Accountant Assistant							
FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	50.8	26.7	11.8	7.8	5.9	
2. % of Minorities/Females promotable, transferable, or trainable.							
GROUP TOTAL NO.: <u>5</u> No. Male: <u>1</u> No. Female: <u>4</u>							
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:	# <u>4</u> % <u>80.0</u>	# <u>5</u> % <u>100.0</u>	# <u>1</u> % <u>20.0</u>	# <u>1</u> % <u>20.0</u>	# <u>3</u> % <u>60.0</u>	# <u>ENTER</u> % <u>0.0</u>	
OVERALL AVAILABILITY:	% <u>50.8</u>	% <u>26.7</u>	% <u>11.8</u>	% <u>7.8</u>	% <u>5.9</u>	% <u>7.0</u>	
UNDERUTILIZATION:	% <u>NONE</u> # <u>0.00</u> UU <u>0</u>	% <u>NONE</u> # <u>0.00</u> UU <u>0</u>	% <u>NONE</u> # <u>0.00</u> UU <u>0</u>	% <u>NONE</u> # <u>0.00</u> UU <u>0</u>	% <u>NONE</u> # <u>0.00</u> UU <u>0</u>	% <u>NONE</u> # <u>0.00</u> UU <u>0</u>	

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

FALL, 2015

ACCOUNTANTS - ACCOUNTANT ASSISTANT

Technical/Paraprofessional

ACCOUNTANT:

ACCOUNTING ASSISTANT:

Finance Accountant Assistant
Assistant Purchasing Agent

<u>SOURCE</u>	<u>WEIGHTING</u>
Factor 1: 2007 - 2011 U.S. Census- American Community Survey (ACS) - NY, NJ, CT, PA - "Accountants and Auditors (code 800) and Purchasing Managers (150)	1.0

<u>Female</u>	<u>**Total Minority</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Individuals with Disabilities</u>
<u>50.8</u>	<u>26.7</u>	<u>11.8</u>	<u>7.8</u>	<u>5.9</u>	<u>7.0</u>

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

APPENDIX B-19
SKILLED CRAFTS

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College:	Eugenio Maria de Hostos Community College
Semester/Year:	FALL, 2015

AFFIRMATIVE ACTION UNIT: SKILLED TRADES/CRAFTS		Constituent Departments:					
EEO CATEGORY: Skilled Crafts		Job Titles: Carpenter Maintenance Worker Laborer Oiler Electrician Painter Electrician Helper Plumber High Pressure Plant Tender Plumber Helper Locksmith Thermostat Repairer Stationary Engineer					
JOB GROUP: SKILLED TRADES/CRAFTS							
FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	2.5	29.7	2.6	7.0	18.7	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: <u>27</u>		If Group Total is 4 or less, then Job Group is too small to analyze					
No. Male: <u>27</u> No. Female: <u>0</u>							
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:		# <u>0</u>	# <u>11</u>	# <u>0</u>	# <u>3</u>	# <u>7</u>	# <u>ENTER</u>
		% <u>0.0</u>	% <u>40.7</u>	% <u>0.0</u>	% <u>11.1</u>	% <u>25.9</u>	% <u>0.0</u>
OVERALL AVAILABILITY:		% <u>2.5</u>	% <u>29.7</u>	% <u>2.6</u>	% <u>7.0</u>	% <u>18.7</u>	% <u>7.0</u>
UNDERUTILIZATION:		% <u>2.5</u>	% <u>NONE</u>	% <u>2.6</u>	% <u>NONE</u>	% <u>NONE</u>	
		# <u>0.68</u>	# <u>0.00</u>	# <u>0.70</u>	# <u>0.00</u>	# <u>0.00</u>	
		UU <u>1</u>	UU <u>0</u>	UU <u>1</u>	UU <u>0</u>	UU <u>0</u>	

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

ONE (1) AMER. INDIAN IN THIS JOB GROUP

SKILLED TRADES/CRAFTS

Skilled Crafts

**SKILLED
TRADES/CRAFTS:**

Carpenter	Maintenance Worker
Laborer	Oiler
Electrician	Painter
Electrician Helper	Plumber
High Pressure Plant Tender	Plumber Helper
Locksmith	Thermostat Repairer
Stationary Engineer	

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

<u>Female</u>	<u>**Total Minority</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Individuals with Disabilities</u>
<u>2.5</u>	<u>29.7</u>	<u>2.6</u>	<u>7.0</u>	<u>18.7</u>	<u>7.0</u>

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

APPENDIX B-20 – B-23
SERVICE/MAINTENANCE

UTILIZATION ANALYSIS WORKSHEET
Two Factor Availability

College: Eugenio Maria de Hostos Community College
Semester/Year: Fall, 2015

AFFIRMATIVE ACTION UNIT: CAMPUS PUBLIC SAFETY SERGEANT		Constituent Departments:					
EEO CATEGORY: Service/Maintenance		Job Titles: Campus Public Safety Sergeant Campus Security Specialist					
JOB GROUP: CAMPUS PUBLIC SAFETY SERGEANT							
FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	
1. % availability of Minorities/Females with requisite skills in immediate labor areas.							
2. % of Minorities/Females promotable, transferable, or trainable	1.00	23.7	87.6	7.4	55.8	24.1	
GROUP TOTAL NO.: <u>8</u> No. Male: <u>6</u> No. Female: <u>2</u>							
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:		# <u>2</u>	# <u>8</u>	# <u>1</u>	# <u>4</u>	# <u>3</u>	# <u>ENTER</u>
		% <u>25.0</u>	% <u>100.0</u>	% <u>12.5</u>	% <u>50.0</u>	% <u>37.5</u>	% <u>0.0</u>
OVERALL AVAILABILITY:		% <u>23.7</u>	% <u>87.6</u>	% <u>7.4</u>	% <u>55.8</u>	% <u>24.1</u>	% <u>7.0</u>
UNDERUTILIZATION:		% <u>NONE</u>	% <u>NONE</u>	% <u>NONE</u>	% <u>5.8</u>	% <u>NONE</u>	
		# <u>0.00</u>	# <u>0.00</u>	# <u>0.00</u>	# <u>0.46</u>	# <u>0.00</u>	
		UU <u>0</u>	UU <u>0</u>	UU <u>0</u>	UU <u>1</u>	UU <u>0</u>	

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

Fall, 2015

CAMPUS PUBLIC SAFETY SERGEANT
formerly - Campus Peace/Security Officer Level 3
Service/Maintenance

CAMPUS PUBLIC SAFETY SERGEANT Campus Public Safety Sergeant
Campus Security Specialist

<u>SOURCE</u>	<u>WEIGHTING</u>
Factor 1: N/A	0.0
Factor 2: CUNY Permanent Campus Peace Officer Level 1 and 2	1.0

Factor 2: CUNY Survey Spring 2011 - Permanent Campus Peace Officer Level 1 and 2s with years of service requirement.

<u>Female</u>	<u>**Total Minority</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Individuals with Disabilities</u>
<u>23.7</u>	<u>87.6</u>	<u>7.4</u>	<u>55.8</u>	<u>24.1</u>	<u>7.0</u>

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College:	Eugenio Maria de Hostos Community College
Semester/Year:	FALL, 2015

AFFIRMATIVE ACTION UNIT: CAMPUS PEACE/SECURITY OFFICER LEVEL 1		Constituent Departments:					
EEO CATEGORY: Service/Maintenance		Job Titles: Campus Peace/Security Officer Level 1 Campus Security Assistant					
JOB GROUP: CAMPUS PEACE/SECURITY OFFICER LEVEL 1							
FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	28.4	66.7	7.1	28.1	29.3	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: 31 No. Male: 23 No. Female: 8							
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:		# 8 % 25.8	# 31 % 100.0	# 2 % 6.5	# 13 % 41.9	# 15 % 48.4	# ENTER % 0.0
OVERALL AVAILABILITY:		% 28.4	% 66.7	% 7.1	% 28.1	% 29.3	% 7.0
UNDERUTILIZATION:		% 2.6 # 0.80 UU 1	% NONE # 0.00 UU 0	% 0.6 # 0.20 UU 0	% NONE # 0.00 UU 0	% NONE # 0.00 UU 0	

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

ONE (1) AMER. INDIAN IN THIS JOB GROUP

CAMPUS PEACE/SECURITY OFFICER LEVEL 1
Service/Maintenance

CAMPUS PEACE/
SECURITY OFFICER LEVEL 1:

Campus Peace/Security Officer Level 1
Campus Security Assistant

<u>SOURCE</u>	<u>WEIGHTING</u>
Factor 1: 2007 - 2011 U.S. Census- American Community Survey (ACS) - Residence Geography, New York City - Police and Sheriffs Patrol Officer (3850)	1.0

<u>Female</u>	<u>**Total Minority</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Individuals with Disabilities</u>
<u>28.4</u>	<u>66.7</u>	<u>7.1</u>	<u>28.1</u>	<u>29.3</u>	<u>7.0</u>

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College:	Eugenio Maria de Hostos Community College
Semester/Year:	FALL, 2015

AFFIRMATIVE ACTION UNIT: CUSTODIAL SUPERVISORY		Constituent Departments:					
EEO CATEGORY: Service/Maintenance		Job Titles: Custodial Principal Supervisor Custodial Assistant Principal Supervisor Custodial Senior Supervisor Custodial Supervisor					
JOB GROUP: CUSTODIAL SUPERVISORY							
FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	29.0	40.0	2.4	13.8	22.1	
2. % of Minorities/Females promotable, transferable, or trainable.							
GROUP TOTAL NO.: <u>5</u> No. Male: <u>4</u> No. Female: <u>1</u>							
		Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:		# <u>1</u> % <u>20.0</u>	# <u>5</u> % <u>100.0</u>	# <u>0</u> % <u>0.0</u>	# <u>1</u> % <u>20.0</u>	# <u>4</u> % <u>80.0</u>	# <u>ENTER</u> % <u>0.0</u>
OVERALL AVAILABILITY:		% <u>29.0</u>	% <u>40.0</u>	% <u>2.4</u>	% <u>13.8</u>	% <u>22.1</u>	% <u>7.0</u>
UNDERUTILIZATION:		% <u>9.0</u> # <u>0.45</u> UU <u>1</u>	% <u>NONE</u> # <u>0.00</u> UU <u>0</u>	% <u>2.4</u> # <u>0.12</u> UU <u>0</u>	% <u>NONE</u> # <u>0.00</u> UU <u>0</u>	% <u>NONE</u> # <u>0.00</u> UU <u>0</u>	

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

CUSTODIAL SUPERVISORY

Service/Maintenance

CUSTODIAL SUPERVISORY:

- Custodial Principal Supervisor
- Custodial Assistant Principal Supervisor
- Custodial Senior Supervisor
- Custodial Supervisor

<u>SOURCE</u>	<u>WEIGHTING</u>
Factor 1: 2007 - 2011 U.S. Census- American Community Survey (ACS) - NY, NJ, CT, PA - "First Line Supervisors/Managers of Housekeeping/Janitorial Workers (4200)	1.0

<u>Female</u>	<u>**Total Minority</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Individuals with Disabilities</u>
<u>29.0</u>	<u>40.0</u>	<u>2.4</u>	<u>13.8</u>	<u>22.1</u>	<u>7.0</u>

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

UTILIZATION ANALYSIS WORKSHEET

Two Factor Availability

College:	Eugenio Maria de Hostos Community College
Semester/Year:	FALL, 2015

AFFIRMATIVE ACTION UNIT: CUSTODIAL ASSISTANT		Constituent Departments:					
EEO CATEGORY: Service/Maintenance		Job Titles: Custodial Assistant					
JOB GROUP: CUSTODIAL ASSISTANT							
FACTORS:	Weighting	Females	**Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	
1. % availability of Minorities/Females with requisite skills in immediate labor areas.	1.00	27.3	48.9	2.8	15.6	28.8	
2. % of Minorities/Females promotable, transferable, or trainable							
GROUP TOTAL NO.: 31 No. Male: 25 No. Female: 6							
		Females	** Total Minority	Asian or Nat. Haw. or Other Pac. Isl.	Black or African American	Hispanic or Latino	Individuals with Disabilities
CURRENT UTILIZATION:		# 6 % 19.4	# 30 % 96.8	# 0 % 0.0	# 14 % 45.2	# 16 % 51.6	# ENTER % 0.0
OVERALL AVAILABILITY:		% 27.3	% 48.9	% 2.8	% 15.6	% 28.8	% 7.0
UNDERUTILIZATION:		% 7.9 # 2.46 UU 3	% NONE # 0.00 UU 0	% 2.8 # 0.87 UU 1	% NONE # 0.00 UU 0	% NONE # 0.00 UU 0	% _____ # _____ UU _____

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

FALL, 2015

CUSTODIAL ASSISTANT

Service/Maintenance

CUSTODIAL ASSISTANT: Custodial Assistant

<u>SOURCE</u>	<u>WEIGHTING</u>
Factor 1: 2007 - 2011 U.S. Census- American Community Survey (ACS) - NY, NJ, CT, PA - "Janitors and Building Cleaners" (4220)	1.0

<u>Female</u>	<u>** Total Minority</u>	<u>Asian or Nat. Haw. or Other Pac. Isl.</u>	<u>Black or African American</u>	<u>Hispanic or Latino</u>	<u>Individuals with Disabilities</u>
<u>27.3</u>	<u>48.9</u>	<u>2.8</u>	<u>15.6</u>	<u>28.8</u>	<u>7.0</u>

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

APPENDIX C-C1

COMPARING INCUMBENCY TO AVAILABILTY

AND ANNUAL PLACEMENT GOALS

2015 Results of Utilization Analysis and Annual Placement Goals

REVISED 9/21/2015

*Note - If the AAU / Job Group has UU for a specific protected minority group, indicate the ethnic category and number in parenthesis.

TM=Total Minority; B=Black; H=Hispanic; API=Asian or Nat. Haw. or Other Pac. Isl. - Enter as many lines as needed or delete lines as unwanted. () = number of person(s) needed to eliminate under-utilization.

Affirmative Action Units (within EEO6 Category)	Female Incumbency %	Female Availability %	Establish Goal? Yes/No	If Yes, Goal for Females % (#)	This section to be completed in Fall 2016 using 7/1/2015 - 6/30/2016 Results					This section to be completed in Fall 2016 using 7/1/2015 - 6/30/2016 Results								
					Female New Hires (# of Total)	Female Promotions (# of Total)	Female Opportunity (# of Total)	% of Female Opportunity	Goal Achieved - Female (Yes or No)	Total Minority Incumbency %	Total Minority Availability %	Establish Goal? Yes/No	If Yes, Goal for Total Minorities* TM % (#) and indicate if there is UU in a specific group % (#)	Total Minority New Hires (# of Total)	Total Minority Promotions (# of Total)	Total Minority Opportunity (# of Total)	% of Minority Opportunity	Goal Achieved-Minority (Yes or No)
1. EXECUTIVE / ADMINISTRATIVE / MANAGERIAL																		
2. FACULTY-ALL Profesorial , Instructor and Lecturer																		
2A. FACULTY: PROFESSORIAL																		
Fine/Applied Arts/Media	28.6%	51.6%	YES	51.6% (2)						14.3%	19.8%	NO	A/PI: 10.1% (1)					
Foreign Languages	16.7%	60.3%	YES	60.3 % (3)						66.7%	22.7%	NO						
Health Professions	70.4%	75.0%	YES	75% (1)						51.9%	21.9%	NO						
Physical Sciences	0.0%	34.0%	YES	34% (2)						100.0%	16.9%	NO						
Social Sciences	38.5%	50.0%	YES	50% (2)						46.2%	21.9%	NO	A/PI: 7.7% (1)					
2B. FACULTY: INSTRUCTOR																		
2C. FACULTY: LECTURER																		
English	50.0%	68.5%	YES	68.5% (1)						66.7%	21.0%	NO						
3. PROFESSIONAL / NON FACULTY																		
4. SECRETARIAL / CLERICAL																		
CUNY Administrative Assistant	81.8%	91.1%	YES	91.1% (1)						90.9%	72.2%	NO	A/PI: 6.7% (1)					
5. TECHNICAL / PARAPROFESSIONAL																		
Computer Specialists	15.4%	26.4%	YES	26.4% (3)						88.5%	33.6%	NO	A/PI: 19.7% (1)					
6. SKILLED CRAFTS																		
Skilled Crafts	0.0%	2.5%	YES	2.5% (1)						37.0%	29.7%	NO	A/PI: 2.6 (1)					
7. SERVICE MAINTENANCE																		
Campus Peace Officer lvl 1	25.8%	28.4%	YES	28.4% (1)						96.8%	66.7%	NO						
Custodial Assistant	22.6%	27.3%	YES	27.3% (2)						96.8%	48.9%	NO	A/PI: 2.8% (1)					
Custodial Supervisory	20.0%	29.0%	YES	29% (1)						100.0%	40.0%	NO						

2015 Comparing Incumbency to Availability and Annual Placement Goals

Source Data: Fall 2015 Affirmative Action Plan (AAP) Utilization Analysis Worksheet (UAWs)

***Note - If the AAU / Job Group has UU for a specific protected minority group, indicate the ethnic category and number in parenthesis.**

TM=Total Minority; B=Black; H=Hispanic; API=Asian or Nat. Haw. or Other Pac. Isl.

Enter as many lines as needed or delete lines as unwanted.

Affirmative Action Units (within EEO6 Category)	Female Incumbency %	Female Availability %	Establish Goal? Yes/No	If Yes, Goal for Females % (#)	Total Minority Incumbency %	Total Minority Availability %	Establish Goal? Yes/No	If Yes, Goal for Total Minorities* TM % (#) and indicate if there is UU in a specific group % (#)
1. EXECUTIVE/ADMINISTRATIVE/MANAGERIAL								
2A. FACULTY: PROFESSORIAL								
Biological & Biomedical Sci.	38.9%	44.0%	YES	44% (1)	55.6%	22.7%	NO	
English	52.4%	61.1%	YES	61.1% (2)	14.3%	15.9%	NO	B: 5% (1)
Fine/Applied Arts/Media	33.3%	49.3%	YES	49.3% (1)	22.2%	16.6%	NO	A/PI: 7.7% (1)
Foreign Languages	16.7%	61.0%	YES	61% (3)	66.7%	24.6%	NO	
Health Professions	68.0%	75.0%	YES	75% (2)	52.0%	24.6%	NO	
2B. FACULTY: INSTRUCTOR								
2C. FACULTY: LECTURER								
English	42.9%	69.4%	YES	69.4% (2)	42.9%	24.2%	NO	
3. PROFESSIONAL/NON FACULTY								
4. SECRETARIAL/CLERICAL								
CUNY Administrative Assistant	80.0%	91.1%	YES	91.1% (1)	100.0%	72.2%	NO	A/PI: 6.7% (1)
5. TECHNICAL/PARA PROFESSIONAL								
Computer Specialists	16.7%	26.4%	YES	26.4% (2)	95.8%	33.6%	NO	A/PI: 19.7% (1) B: 7.1% (1)
6. SKILLED CRAFTS								
Skilled Crafts	0.0%	2.5%	YES	2.5% (1)	40.7%	29.7%	NO	A/PI: 2.6% (1)
7. SERVICE MAINTENANCE								
Campus Peace Officer lvl 1	25.8%	28.4%	YES	28.4% (1)	100.0%	66.7%	NO	
Custodial Supervisory	20.0%	29.0%	YES	29% (1)	100.0%	40.0%	NO	
Custodial Assistant	19.4%	27.3%	YES	27.3% (3)	96.8%	48.9%	NO	A/PI: 2.8% (1)

APPENDIX D – D5
HISTORICAL UNDERUTILIZATION/PROGRESS REPORT

PROGRESS REPORT - HISTORICAL UNDERUTILIZATION - FALL 2011-2015

AAU: ADMINISTRATION 1			TOTAL	WOMEN	TOTAL MINORITY <small>(incl. Black, Hisp. As./Pac Isl. Al.Ind./Al.Nat. and Two or More Races)</small>	BLACK	HISPANIC	ASIAN/ PAC.ISL.
JOB GROUP:	ADMINISTRATION 1	2011	#	# uu	# uu	# uu	# uu	# uu
Constituent Dept.	PRESIDENT, SEN. VP, VP, ASST. VP, ADMINISTRATOR,	2012	17	11 0	14 0	2 0	10 0	2 0
	ASSOC. DEAN, ASSOC. ADMINISTRATOR, ASST. DEAN,	2013	17	11 0	14 0	2 0	10 0	2 0
	ASST. ADMINISTRATOR	2014	19	11 0	15 0	3 0	11 0	1 1
		2015	17	9 0	13 0	2 0	10 0	1 0
			16	8 0	13 0	1 1	10 0	2 0

AAU: ADMINISTRATION 2			TOTAL	WOMEN	TOTAL MINORITY <small>(incl. Black, Hisp. As./Pac Isl. Al.Ind./Al.Nat. and Two or More Races)</small>	BLACK	HISPANIC	ASIAN/ PAC.ISL.
JOB GROUP:	ADMINISTRATION 2	2011	#	# uu	# uu	# uu	# uu	# uu
Constituent Dept.	HIGHER EDUCATION OFFICER (HEO)	2012	48	29 0	36 0	10 0	21 0	5 0
	HIGHER EDUCATION ASSOCIATE (HEA)	2013	51	34 0	42 0	13 0	23 0	6 0
		2014	68	36 0	44 0	12 0	26 0	6 0
		2015	63	40 0	50 0	13 0	31 0	6 1
			67	44 0	53 0	13 0	34 0	6 1

AAU: ADMINISTRATION 3			TOTAL	WOMEN	TOTAL MINORITY <small>(incl. Black, Hisp. As./Pac Isl. Al.Ind./Al.Nat. and Two or More Races)</small>	BLACK	HISPANIC	ASIAN/ PAC.ISL.
JOB GROUP:	ADMINISTRATION 3	2011	#	# uu	# uu	# uu	# uu	# uu
Constituent Dept.	HIGHER EDUCATION ASSISTANT (Hea)	2012	48	30 0	40 0	10 0	27 0	3 2
	ASSISTANT TO HEO (Aheo)	2013	51	31 1	43 0	13 0	27 0	3 2
		2014	68	46 0	55 0	20 0	32 0	3 4
		2015	85	60 0	73 0	27 0	42 0	4 4
			94	63 0	82 0	28 0	48 0	4 5

AAU: ADMINISTRATION 4			TOTAL	WOMEN	TOTAL MINORITY <small>(incl. Black, Hisp. As./Pac Isl. Al.Ind./Al.Nat. and Two or More Races)</small>	BLACK	HISPANIC	ASIAN/ PAC.ISL.
JOB GROUP:	ADMINISTRATION 4	2011	#	# uu	# uu	# uu	# uu	# uu
Constituent Dept.	SEN. COLLEGE LABORATORY TECHNICIAN	2012	13	5 0	11 0	2 0	9 0	0 2
	COLLEGE LABORATORY TECHNICIAN	2013	13	5 0	11 0	2 0	9 0	0 2
		2014	14	6 0	11 0	2 0	9 0	0 3
		2015	15	7 0	12 0	2 0	10 0	0 1
			14	6 0	11 0	2 0	9 0	0 1

AAU: ACCOUNTANTS- ACCOUNTANT ASSISTANT			TOTAL	WOMEN	TOTAL MINORITY <small>(incl. Black, Hisp. As./Pac Isl. Al.Ind./Al.Nat. and Two or More Races)</small>	BLACK	HISPANIC	ASIAN/ PAC.ISL.
JOB GROUP:	FINANCE ACCOUNTANT ASSISTANT	2011	#	# uu	# uu	# uu	# uu	# uu
Constituent Dept.	FINANCE ACCOUNTANT ASSISTANT	2012	0	0 0	0 0	0 0	0 0	0 0
		2013	0	0 0	0 0	0 0	0 0	0 0
		2014	8	7 0	8 0	2 0	5 0	1 0
		2015	6	5 0	5 0	2 0	3 0	1 0
			5	4 0	5 0	1 0	3 0	1 0

AAU: CAMPUS PEACE/SECURITY OFFICER LVL 1			TOTAL	WOMEN	TOTAL MINORITY <small>(incl. Black, Hisp. As./Pac Isl. Al.Ind./Al.Nat. and Two or More Races)</small>	BLACK	HISPANIC	ASIAN/ PAC.ISL.
JOB GROUP:	CAMPUS PEACE/SECURITY OFFICER LVL 1	2011	#	# uu	# uu	# uu	# uu	# uu
Constituent Dept.	CAMPUS PEACE/SECURITY OFFICER LVL 1	2012	23	5 1	20 0	12 0	6 0	2 0
	CAMPUS SECURITY ASSISTANT	2013	32	10 0	29 0	17 0	10 0	2 0
		2014	29	7 0	26 0	15 0	9 0	2 0
		2015	31	8 1	30 0	12 0	15 0	2 0
			31	8 1	31 0	13 0	15 0	2 0

= Total number of individuals within unit AAU = Affirmative Action Unit
 UU = Underutilization Constituent Departments = List all Departments in AAU.
 JOB GROUP = Professorial; Non-Professorial-Instructor; Non-Professorial-Lecturer; Administration Groups; and Classified Groups

PROGRESS REPORT - HISTORICAL UNDERUTILIZATION - FALL 2011-2015

AAU: <u>CAMPUS PUBLIC SAFETY SERGEANT</u>			TOTAL	WOMEN		TOTAL MINORITY <small>(incl. Black, Hisp. As./Pac Isl. Al.Ind./Al.Nat. and Two or More Races)</small>	BLACK	HISPANIC	ASIAN/ PAC.ISL.
JOB GROUP:	Constituent Dept.	Year	#	#	uu	#	uu	#	uu
CAMPUS PUBLIC SAFETY SERGEANT	CAMPUS PUBLIC SAFETY SERGEANT	2011	8	2	0	8	0	4	1
	CAMPUS PUBLIC SAFETY SERGEANT	2012	7	2	0	7	0	4	0
	CAMPUS SECURITY SPECIALIST	2013	7	2	0	7	0	4	0
		2014	8	2	0	8	0	4	1
		2015	8	2	0	8	0	4	1

AAU: <u>COMPUTER SPECIALISTS</u>			TOTAL	WOMEN		TOTAL MINORITY <small>(incl. Black, Hisp. As./Pac Isl. Al.Ind./Al.Nat. and Two or More Races)</small>	BLACK	HISPANIC	ASIAN/ PAC.ISL.
JOB GROUP:	Constituent Dept.	Year	#	#	uu	#	uu	#	uu
COMPUTER SPECIALISTS	IT SEN. ASSOCIATE, IT ASSOCIATE, IT ASSISTANT, IT SUPPORT ASSISTANT	2011	24	5	2	21	0	2	0
		2012	24	4	3	21	0	1	1
		2013	26	4	4	23	0	2	0
		2014	26	4	3	23	0	2	0
		2015	24	4	2	23	0	1	1

AAU: <u>CUSTODIAL ASSISTANT</u>			TOTAL	WOMEN		TOTAL MINORITY <small>(incl. Black, Hisp. As./Pac Isl. Al.Ind./Al.Nat. and Two or More Races)</small>	BLACK	HISPANIC	ASIAN/ PAC.ISL.
JOB GROUP:	Constituent Dept.	Year	#	#	uu	#	uu	#	uu
CUSTODIAL ASSISTANT		2011	37	8	1	37	0	13	0
		2012	37	8	1	37	0	13	0
		2013	34	5	3	34	0	13	0
		2014	31	7	2	30	0	10	0
		2015	31	6	3	30	0	14	0

AAU: <u>CUSTODIAL SUPERVISORY</u>			TOTAL	WOMEN		TOTAL MINORITY <small>(incl. Black, Hisp. As./Pac Isl. Al.Ind./Al.Nat. and Two or More Races)</small>	BLACK	HISPANIC	ASIAN/ PAC.ISL.
JOB GROUP:	Constituent Dept.	Year	#	#	uu	#	uu	#	uu
CUSTODIAL SUPERVISORY	CUSTODIAL PRINCIPAL SUPERVISOR	2011	6	1	1	6	0	0	1
	CUSTODIAL ASST. PRINCIPAL SUPERVISOR	2012	6	1	1	6	0	0	1
	CUSTODIAL SEN. SUPERVISOR	2013	6	1	1	6	0	0	1
	CUSTODIAL SUPERVISOR	2014	5	1	1	5	0	2	0
		2015	5	1	1	5	0	1	0

AAU: <u>CUNY OFFICE/SECRETARIAL ASSISTANT</u>			TOTAL	WOMEN		TOTAL MINORITY <small>(incl. Black, Hisp. As./Pac Isl. Al.Ind./Al.Nat. and Two or More Races)</small>	BLACK	HISPANIC	ASIAN/ PAC.ISL.
JOB GROUP:	Constituent Dept.	Year	#	#	uu	#	uu	#	uu
CUNY OFFICE/SECRETARIAL ASSISTANT	CUNY OFFICE/SECRETARIAL ASSISTANT ALL LVLS.	2011	49	46	0	48	0	14	0
		2012	50	47	0	49	0	13	0
		2013	47	45	0	45	0	10	0
		2014	47	44	0	45	0	10	0
		2015	51	48	0	51	0	11	0

AAU: <u>CUNY ADMINISTRATIVE ASSISTANT</u>			TOTAL	WOMEN		TOTAL MINORITY <small>(incl. Black, Hisp. As./Pac Isl. Al.Ind./Al.Nat. and Two or More Races)</small>	BLACK	HISPANIC	ASIAN/ PAC.ISL.
JOB GROUP:	Constituent Dept.	Year	#	#	uu	#	uu	#	uu
CUNY ADMINISTRATIVE ASSISTANT	CUNY ADMINISTRATIVE ASSISTANT ALL LVLS.	2011	12	9	2	11	0	8	0
		2012	11	8	2	10	0	7	0
		2013	11	9	1	10	0	7	0
		2014	11	9	1	10	0	7	0
		2015	10	8	1	10	0	6	0

= Total number of individuals within unit AAU = Affirmative Action Unit
 UU = Underutilization Constituent Departments = List all Departments in AAU.
 JOB GROUP = Professorial; Non-Professorial-Instructor; Non-Professorial-Lecturer; Administration Groups; and Classified Groups

PROGRESS REPORT - HISTORICAL UNDERUTILIZATION - FALL 2011-2015

AAU: SKILLED TRADES/CRAFTS	JOB GROUP: SKILLED TRADES/CRAFTS	Constituent Dept. CARPENTER, LABORER, ELECTRICIAN, ELECTRICIAN HELPER, HIGH PRESSURE PLANT TENDER, LOCKSMITH, MAINTENANCE WORKER, OILER, PAINTER, PLUMBER, PLUMBER HELPER, THERMOSTAT REPAIRER, STATIONARY ENGINEER	2011	TOTAL		WOMEN		TOTAL MINORITY <small>(incl. Black, Hisp. As./Pac Isl. Al.Ind./Al.Nat. and Two or More Races)</small>		BLACK		HISPANIC		ASIAN/ PAC.ISL.	
				#	uu	#	uu	#	uu	#	uu	#	uu	#	uu
			2011	25	0	1	7	2	3	0	4	1	0	1	
			2012	26	0	1	9	0	3	0	5	0	0	1	
			2013	26	0	1	10	0	3	0	6	0	0	1	
			2014	27	0	1	10	0	3	0	6	0	0	1	
			2015	27	0	1	11	0	3	0	7	0	0	1	

AAU: FOREIGN LANGUAGES	JOB GROUP: PROFESSORIAL	Constituent Dept. HUMANITIES- MODERN LANGUAGES	2011	TOTAL		WOMEN		TOTAL MINORITY <small>(incl. Black, Hisp. As./Pac Isl. Al.Ind./Al.Nat. and Two or More Races)</small>		BLACK		HISPANIC		ASIAN/ PAC.ISL.	
				#	uu	#	uu	#	uu	#	uu	#	uu	#	uu
			2011	6	2	2	4	0	0	0	4	0	0	0	
			2012	5	1	2	4	0	0	0	4	0	0	0	
			2013	5	0	3	3	0	0	0	3	0	0	0	
			2014	6	1	3	4	0	0	0	4	0	0	0	
			2015	6	1	3	4	0	0	0	4	0	0	0	

AAU: LIBRARY	JOB GROUP: PROFESSORIAL & NON PROFESSORIAL	Constituent Dept. LIBRARY	2011	TOTAL		WOMEN		TOTAL MINORITY <small>(incl. Black, Hisp. As./Pac Isl. Al.Ind./Al.Nat. and Two or More Races)</small>		BLACK		HISPANIC		ASIAN/ PAC.ISL.	
				#	uu	#	uu	#	uu	#	uu	#	uu	#	uu
			2011	7	5	0	4	0	1	0	2	0	1	0	
			2012	8	5	1	4	0	1	0	2	0	1	0	
			2013	8	5	1	4	0	1	0	2	0	1	0	
			2014	9	7	0	6	0	2	0	2	0	2	0	
			2015	10	7	0	7	0	2	0	3	0	2	0	

AAU:	JOB GROUP:	Constituent Dept.	2011	TOTAL	WOMEN	TOTAL MINORITY <small>(incl. Black, Hisp. As./Pac Isl. Al.Ind./Al.Nat. and Two or More Races)</small>	BLACK	HISPANIC	ASIAN/ PAC.ISL.
				#	# uu	# uu	# uu	# uu	# uu
			2011						
			2012						
			2013						
			2014						
			2015						

AAU:	JOB GROUP:	Constituent Dept.	2011	TOTAL	WOMEN	TOTAL MINORITY <small>(incl. Black, Hisp. As./Pac Isl. Al.Ind./Al.Nat. and Two or More Races)</small>	BLACK	HISPANIC	ASIAN/ PAC.ISL.
				#	# uu	# uu	# uu	# uu	# uu
			2011						
			2012						
			2013						
			2014						
			2015						

AAU:	JOB GROUP:	Constituent Dept.	2011	TOTAL	WOMEN	TOTAL MINORITY <small>(incl. Black, Hisp. As./Pac Isl. Al.Ind./Al.Nat. and Two or More Races)</small>	BLACK	HISPANIC	ASIAN/ PAC.ISL.
				#	# uu	# uu	# uu	# uu	# uu
			2011						
			2012						
			2013						
			2014						
			2015						

= Total number of individuals within unit AAU = Affirmative Action Unit
 UU = Underutilization Constituent Departments = List all Departments in AAU.
 JOB GROUP = Professorial; Non-Professorial-Instructor; Non-Professorial-Lecturer; Administration Groups; and Classified Groups

PROGRESS REPORT - HISTORICAL UNDERUTILIZATION
FALL, 2011 - 2015

AFFIRMATIVE ACTION UNIT (AAU):

Faculty (Professorial & Non Professorial)

2011		2012		2013		2014		2015	
AAU:	MATH & COMP SCI	AAU:	MATH & COMP SCI	AAU:	MATH & COMP SCI	AAU:	MATH & COMP SCI	AAU:	MATH & COMP SCI
JOB GROUP:	PROFESSORIAL	JOB GROUP:	PROFESSORIAL	JOB GROUP:	PROFESSORIAL	JOB GROUP:	PROFESSORIAL	JOB GROUP:	PROFESSORIAL
Constituent Dept.	MATHEMATICS	Constituent Dept.	MATHEMATICS	Constituent Dept.	MATHEMATICS	Constituent Dept.	MATHEMATICS	Constituent Dept.	MATHEMATICS
(list depts.)	COMPUTER INFORMATION SYSTEMS & TECHNOLOGY (WAS IN BUSINESS AAU IN 2010)	(list depts.)	BUSINESS- COMP SCI	(list depts.)	BUSINESS- COMP SCI	(list depts.)	BUSINESS-COMP SCI	(list depts.)	BUSINESS- OFFICE TECH
	# UU		# UU		# UU		# UU		# UU
TOTAL	21 0	TOTAL	20 0	TOTAL	21 0	TOTAL	19 0	TOTAL	22 0
WOMEN	9 0	WOMEN	9 0	WOMEN	10 0	WOMEN	9 0	WOMEN	11 0
TOTAL MINORITY**	13 0	TOTAL MINORITY**	12 0	TOTAL MINORITY**	13 0	TOTAL MINORITY**	11 0	TOTAL MINORITY**	12 0
BLACK	2 0	BLACK	2 0	BLACK	2 0	BLACK	3 0	BLACK	4 0
HISPANIC	4 0	HISPANIC	3 0	HISPANIC	5 0	HISPANIC	4 0	HISPANIC	4 0
ASIAN/PAC.ISL.	7 0	ASIAN/PAC.ISL.	7 0	ASIAN/PAC.ISL.	6 0	ASIAN/PAC.ISL.	4 0	ASIAN/PAC.ISL.	4 0
AAU:	SOCIAL SERVICES	AAU:	SOCIAL SCIENCE	AAU:	SOCIAL SCIENCE	AAU:	SOCIAL SCIENCE	AAU:	SOCIAL SCIENCE
JOB GROUP:	PROFESSORIAL	JOB GROUP:	PROFESSORIAL	JOB GROUP:	PROFESSORIAL	JOB GROUP:	PROFESSORIAL	JOB GROUP:	PROFESSORIAL
Constituent Dept.	BEHAVIORAL SCI*	Constituent Dept.	BEHAVIORAL SCI	Constituent Dept.	BEHAVIORAL SCI	Constituent Dept.	BEHAVIORAL SCI	Constituent Dept.	BEHAVIORAL SCI
(list depts.)	SOCIAL SCIENCE* (WAS IN PUBLIC ADMIN AAU IN 2010)	(list depts.)	SOCIAL SCIENCE	(list depts.)	SOCIAL SCIENCE	(list depts.)	SOCIAL SCIENCE	(list depts.)	SOCIAL SCIENCE
	# UU		# UU		# UU		# UU		# UU
TOTAL	9 2	TOTAL	9 2	TOTAL	11 2	TOTAL	13 2	TOTAL	13 0
WOMEN	3 2	WOMEN	3 2	WOMEN	4 2	WOMEN	5 2	WOMEN	7 0
TOTAL MINORITY**	4 0	TOTAL MINORITY**	4 0	TOTAL MINORITY**	5 0	TOTAL MINORITY**	6 0	TOTAL MINORITY**	6 0
BLACK	1 0	BLACK	1 0	BLACK	2 0	BLACK	3 0	BLACK	3 0
HISPANIC	3 0	HISPANIC	3 0	HISPANIC	3 0	HISPANIC	3 0	HISPANIC	2 0
ASIAN/PAC.ISL.	0 1	ASIAN/PAC.ISL.	0 1	ASIAN/PAC.ISL.	0 2	ASIAN/PAC.ISL.	0 1	ASIAN/PAC.ISL.	1 0
AAU:	ENGLISH	AAU:	ENGLISH	AAU:	ENGLISH	AAU:	ENGLISH	AAU:	ENGLISH
JOB GROUP:	PROFESSORIAL	JOB GROUP:	PROFESSORIAL	JOB GROUP:	PROFESSORIAL	JOB GROUP:	PROFESSORIAL	JOB GROUP:	PROFESSORIAL
Constituent Dept.	ENGLISH	Constituent Dept.	ENGLISH	Constituent Dept.	ENGLISH	Constituent Dept.	ENGLISH	Constituent Dept.	ENGLISH
(list depts.)	IN 2010, LANG & COGN/ ENGLISH AS A SECOND LANG. WAS IN ENGLISH AAU. IN 2011, IT IS IN EDUCATION AAU.	(list depts.)		(list depts.)		(list depts.)		(list depts.)	
	# UU		# UU		# UU		# UU		# UU
TOTAL	21 1	TOTAL	19 1	TOTAL	20 1	TOTAL	20 0	TOTAL	21 2
WOMEN	12 1	WOMEN	11 1	WOMEN	13 0	WOMEN	13 0	WOMEN	11 2
TOTAL MINORITY**	4 0	TOTAL MINORITY**	4 0	TOTAL MINORITY**	2 0	TOTAL MINORITY**	2 0	TOTAL MINORITY**	3 0
BLACK	1 0	BLACK	1 0	BLACK	0 0	BLACK	0 1	BLACK	0 1
HISPANIC	2 0	HISPANIC	2 0	HISPANIC	1 0	HISPANIC	1 0	HISPANIC	2 0
ASIAN/PAC.ISL.	1 0	ASIAN/PAC.ISL.	1 0	ASIAN/PAC.ISL.	1 0	ASIAN/PAC.ISL.	1 0	ASIAN/PAC.ISL.	1 0
AAU:	EDUCATION	AAU:	EDUCATION	AAU:	EDUCATION	AAU:	EDUCATION	AAU:	EDUCATION
JOB GROUP:	PROFESSORIAL	JOB GROUP:	PROFESSORIAL	JOB GROUP:	PROFESSORIAL	JOB GROUP:	PROFESSORIAL	JOB GROUP:	PROFESSORIAL
Constituent Dept.	TEACHER ED (EARLY CHILDHOOD ED)	Constituent Dept.	TEACHER ED	Constituent Dept.	TEACHER ED	Constituent Dept.	TEACHER ED	Constituent Dept.	TEACHER ED
(list depts.)	LANG & COGN- ENGLISH AS A SECOND LANG. (ESL WAS IN ENGLISH AAU IN 2010)	(list depts.)	LANG & COGN-ESL	(list depts.)	LANG & COGN-ESL	(list depts.)	LANG & COGN-ESL LIBRARY (DEPT HEAD IS ALSO LIBRARY FACULTY)	(list depts.)	LANG & COGN-ESL
	# UU		# UU		# UU		# UU		# UU
TOTAL	16 1	TOTAL	17 1	TOTAL	18 1	TOTAL	18 0	TOTAL	17 0
WOMEN	12 0	WOMEN	12 0	WOMEN	13 0	WOMEN	14 0	WOMEN	13 0
TOTAL MINORITY**	4 1	TOTAL MINORITY**	4 1	TOTAL MINORITY**	4 1	TOTAL MINORITY**	5 0	TOTAL MINORITY**	5 0
BLACK	1 2	BLACK	1 2	BLACK	1 2	BLACK	2 1	BLACK	2 1
HISPANIC	3 0	HISPANIC	3 0	HISPANIC	3 0	HISPANIC	3 0	HISPANIC	3 0
ASIAN/PAC.ISL.	0 1	ASIAN/PAC.ISL.	0 1	ASIAN/PAC.ISL.	0 1	ASIAN/PAC.ISL.	0 1	ASIAN/PAC.ISL.	0 1

= Total number of individuals within unit
 UU = Underutilization
 AAU = Affirmative Action Unit
 Constituent Departments = List all Departments in AAU.
 JOB GROUP = Professorial; Non-Professorial-Instructor; Non-Professorial-Lecturer; Administration Groups; and Classified Groups
 ** Total Minority (incl. Black, Hisp. As./Pac.Isl. AI Ind./AI Nat. and Two or More Races)

PROGRESS REPORT - HISTORICAL UNDERUTILIZATION
FALL, 2011 - 2015

AFFIRMATIVE ACTION UNIT (AAU): Faculty (Professorial & Non Professorial)

2011		2012		2013		2014		2015	
AAU:	HEALTH PROFESSIONS	AAU:	HEALTH PROFESSIONS	AAU:	HEALTH PROFESSIONS	AAU:	HEALTH PROFESSIONS	AAU:	HEALTH PROFESSIONS
JOB GROUP:	PROFESSORIAL	JOB GROUP:	PROFESSORIAL	JOB GROUP:	PROFESSORIAL	JOB GROUP:	PROFESSORIAL	JOB GROUP:	PROFESSORIAL
Constituent Dept.	DENTAL HYGIENE, NURSING, X-RAY TECH, GEROTOLGY*	Constituent Dept.	DENTAL HYGIENE, HEALTH ED, NURSING, X-RAY TECH	Constituent Dept.	DENTAL HYGIENE, HEALTH ED, NURSING, X-RAY TECH	Constituent Dept.	DENTAL HYGIENE, HEALTH ED, NURSING, X-RAY TECH	Constituent Dept.	DENTAL HYGIENE, NURSING, X-RAY TECH (* HEALTH ED WAS MOVED TO HEALTH & PHYSICAL EDUCATION AAU- AAU TO SMALL TO ANALYZE)
(list depts.)	HEALTH ED* (* WAS IN EDUCATION IN 2010)	(list depts.)		(list depts.)		(list depts.)		(list depts.)	
	# UU		# UU		# UU		# UU		# UU
TOTAL	23 2	TOTAL	24 1	TOTAL	25 1	TOTAL	27 1	TOTAL	25 2
WOMEN	15 2	WOMEN	17 1	WOMEN	18 1	WOMEN	19 1	WOMEN	17 2
TOTAL MINORITY**	12 0	TOTAL MINORITY**	13 0	TOTAL MINORITY**	13 0	TOTAL MINORITY**	14 0	TOTAL MINORITY**	13 0
BLACK	4 0	BLACK	4 0	BLACK	4 0	BLACK	4 0	BLACK	4 0
HISPANIC	5 0	HISPANIC	6 0	HISPANIC	6 0	HISPANIC	7 0	HISPANIC	5 0
ASIAN/PAC ISL.	3 0	ASIAN/PAC ISL.	3 0	ASIAN/PAC ISL.	3 0	ASIAN/PAC ISL.	3 0	ASIAN/PAC ISL.	3 0
AAU:	ENGLISH	AAU:	ENGLISH	AAU:	ENGLISH	AAU:	ENGLISH	AAU:	ENGLISH
JOB GROUP:	NON PROFESSORIAL- LECTURER	JOB GROUP:	NON PROFESSORIAL-LECTURER	JOB GROUP:	NON PROFESSORIAL- LECTURER	JOB GROUP:	NON PROFESSORIAL- LECTURER	JOB GROUP:	NON PROFESSORIAL- LECTURER
Constituent Dept.	ENGLISH (LANG & COGN-ESL WAS MOVED TO EDUCATION- LECTURER AAU IN 2011)	Constituent Dept.	ENGLISH	Constituent Dept.	ENGLISH	Constituent Dept.	ENGLISH	Constituent Dept.	ENGLISH
(list depts.)		(list depts.)		(list depts.)		(list depts.)		(list depts.)	
	# UU		# UU		# UU		# UU		# UU
TOTAL	5 0	TOTAL	5 0	TOTAL	5 0	TOTAL	6 0	TOTAL	7 0
WOMEN	3 0	WOMEN	3 0	WOMEN	3 0	WOMEN	3 0	WOMEN	3 2
TOTAL MINORITY**	3 0	TOTAL MINORITY**	3 0	TOTAL MINORITY**	3 0	TOTAL MINORITY**	4 0	TOTAL MINORITY**	3 0
BLACK	3 0	BLACK	3 0	BLACK	3 0	BLACK	3 0	BLACK	2 0
HISPANIC	0 0	HISPANIC	0 0	HISPANIC	0 0	HISPANIC	1 0	HISPANIC	1 0
ASIAN/PAC ISL.	0 0	ASIAN/PAC ISL.	0 0	ASIAN/PAC ISL.	0 0	ASIAN/PAC ISL.	0 0	ASIAN/PAC ISL.	0 0
AAU:	FINE, APPLIED ARTS & MEDIA	AAU:	FINE, APPLIED ARTS & MEDIA	AAU:	FINE, APPLIED ARTS & MEDIA	AAU:	FINE, APPLIED ARTS & MEDIA	AAU:	FINE, APPLIED ARTS & MEDIA
JOB GROUP:	PROFESSORIAL	JOB GROUP:	PROFESSORIAL	JOB GROUP:	PROFESSORIAL	JOB GROUP:	PROFESSORIAL	JOB GROUP:	PROFESSORIAL
Constituent Dept.	VISUAL & PERFORMING ARTS	Constituent Dept.	VISUAL & PERFORMING ARTS	Constituent Dept.	VISUAL & PERFORMING ARTS	Constituent Dept.	VISUAL & PERFORMING ARTS	Constituent Dept.	VISUAL & PERFORMING ARTS VISUAL & PERFORMING ARTS & MEDIA DESIGN
(list depts.)		(list depts.)		(list depts.)		(list depts.)		(list depts.)	
	# UU		# UU		# UU		# UU		# UU
TOTAL	5 1	TOTAL	6 1	TOTAL	7 2	TOTAL	7 2	TOTAL	9 1
WOMEN	1 1	WOMEN	2 1	WOMEN	2 2	WOMEN	2 2	WOMEN	3 1
TOTAL MINORITY**	1 0	TOTAL MINORITY**	1 0	TOTAL MINORITY**	1 0	TOTAL MINORITY**	1 0	TOTAL MINORITY**	2 0
BLACK	0 0	BLACK	0 0	BLACK	0 0	BLACK	0 0	BLACK	2 0
HISPANIC	1 0	HISPANIC	1 0	HISPANIC	1 0	HISPANIC	1 0	HISPANIC	1 0
ASIAN/PAC ISL.	0 0	ASIAN/PAC ISL.	0 1	ASIAN/PAC ISL.	0 1	ASIAN/PAC ISL.	0 1	ASIAN/PAC ISL.	0 1
AAU:	EDUCATION	AAU:	EDUCATION	AAU:	EDUCATION	AAU:	EDUCATION	AAU:	EDUCATION
JOB GROUP:	NON PROFESSORIAL- LECTURER	JOB GROUP:	NON PROFESSORIAL- LECTURER	JOB GROUP:	NON PROFESSORIAL- LECTURER	JOB GROUP:	NON PROFESSORIAL- LECTURER	JOB GROUP:	NON PROFESSORIAL- LECTURER
Constituent Dept.	LANG. & COGN-ESL, COLLEGE DISCOVERY, COUNSELING CENTER	Constituent Dept.	LANG. & COGN-ESL, COLLEGE DISCOVERY, COUNSELING CENTER	Constituent Dept.	LANG. & COGN-ESL, COLLEGE DISCOVERY, COUNSELING CENTER	Constituent Dept.	LANG. & COGN-ESL, COLLEGE DISCOVERY, COUNSELING CENTER	Constituent Dept.	LANG. & COGN-ESL, COUNSELING CENTER
(list depts.)		(list depts.)		(list depts.)		(list depts.)		(list depts.)	
	# UU		# UU		# UU		# UU		# UU
TOTAL	10 0	TOTAL	8 0	TOTAL	7 0	TOTAL	7 0	TOTAL	6 0
WOMEN	8 0	WOMEN	7 0	WOMEN	6 0	WOMEN	6 0	WOMEN	5 0
TOTAL MINORITY**	8 0	TOTAL MINORITY**	6 0	TOTAL MINORITY**	5 0	TOTAL MINORITY**	5 0	TOTAL MINORITY**	4 0
BLACK	1 0	BLACK	1 0	BLACK	0 0	BLACK	0 0	BLACK	0 0
HISPANIC	7 0	HISPANIC	5 0	HISPANIC	5 0	HISPANIC	5 0	HISPANIC	4 0
ASIAN/PAC ISL.	0 0	ASIAN/PAC ISL.	0 0	ASIAN/PAC ISL.	0 0	ASIAN/PAC ISL.	0 0	ASIAN/PAC ISL.	0 0

= Total number of individuals within unit
 UU = Underutilization
 AAU = Affirmative Action Unit
 Constituent Departments = List all Departments in AAU.
 JOB GROUP = Professorial, Non-Professorial-Instructor, Non-Professorial-Lecturer, Administration Groups; and Classified Groups
 ** Total Minority (incl. Black, Hisp. As./Pac.Isl. AI/Ind./AI.Nat. and Two or More Races)

PROGRESS REPORT - HISTORICAL UNDERUTILIZATION
FALL, 2011 - 2015

AFFIRMATIVE ACTION UNIT (AAU):

Faculty (Professorial & Non Professorial)

2011		2012		2013		2014		2015	
AAU: AGRICULTURAL & LIFE SCIENCE		AAU: AGRICULTURAL & LIFE SCIENCE		AAU: AGRICULTURAL & LIFE SCIENCE		AAU: AGRICULTURAL & LIFE SCIENCE		AAU: BIOLOGICAL & BIOMED. SCI	
JOB GROUP:	PROFESSORIAL	JOB GROUP:	PROFESSORIAL	JOB GROUP:	PROFESSORIAL	JOB GROUP:	PROFESSORIAL	JOB GROUP:	PROFESSORIAL
Constituent Dept.	NATURAL SCIENCES-BIOLOGY	Constituent Dept.	NATURAL SCIENCES-BIOLOGY	Constituent Dept.	NATURAL SCIENCES-BIOLOGY	Constituent Dept.	NATURAL SCIENCES-BIOLOGY	Constituent Dept.	BIOLOGY*
(list depts.)		(list depts.)		(list depts.)		(list depts.)		(list depts.)	PHYSICAL SCIENCES
									(* WAS IN AGRICULTURAL & LIFE SCI) FROM 2011-2014
TOTAL	# 6 UU	TOTAL	# 9 UU	TOTAL	# 9 UU	TOTAL	# 9 UU	TOTAL	# 18 UU
WOMEN	3 0	WOMEN	5 0	WOMEN	5 0	WOMEN	5 0	WOMEN	7 1
TOTAL MINORITY**	1 0	TOTAL MINORITY**	3 0	TOTAL MINORITY**	3 0	TOTAL MINORITY**	3 0	TOTAL MINORITY**	10 0
BLACK	0 0	BLACK	1 0	BLACK	1 0	BLACK	1 0	BLACK	1 0
HISPANIC	1 0	HISPANIC	2 0	HISPANIC	2 0	HISPANIC	2 0	HISPANIC	5 0
ASIAN/PAC.ISL.	0 1	ASIAN/PAC.ISL.	0 1	ASIAN/PAC.ISL.	0 1	ASIAN/PAC.ISL.	0 1	ASIAN/PAC.ISL.	4 0
AAU: PHYSICAL SCIENCES		AAU: PHYSICAL SCIENCES		AAU: PHYSICAL SCIENCES		AAU: PHYSICAL SCIENCES		AAU: BIOLOGICAL & BIOMED. SCI	
JOB GROUP:	PROFESSORIAL	JOB GROUP:	PROFESSORIAL	JOB GROUP:	PROFESSORIAL	JOB GROUP:	PROFESSORIAL	JOB GROUP:	PROFESSORIAL
Constituent Dept.	NATURAL SCI- PHYSICAL SCI	Constituent Dept.	NATURAL SCI- PHYSICAL SCI	Constituent Dept.	NATURAL SCI- PHYSICAL SCI	Constituent Dept.	NATURAL SCI- PHYSICAL SCI	Constituent Dept.	BIOLOGY
(list depts.)		(list depts.)		(list depts.)		(list depts.)		(list depts.)	PHYSICAL SCIENCES*
									(* WAS IN PHYSICAL SCIENCES FROM 2011-2014)
TOTAL	# 5 UU	TOTAL	# 5 UU	TOTAL	# 5 UU	TOTAL	# 6 UU	TOTAL	# 18 UU
WOMEN	0 2	WOMEN	0 2	WOMEN	0 2	WOMEN	0 2	WOMEN	7 1
TOTAL MINORITY**	5 0	TOTAL MINORITY**	5 0	TOTAL MINORITY**	5 0	TOTAL MINORITY**	6 0	TOTAL MINORITY**	10 0
BLACK	0 0	BLACK	0 0	BLACK	0 0	BLACK	0 0	BLACK	1 0
HISPANIC	3 0	HISPANIC	3 0	HISPANIC	3 0	HISPANIC	3 0	HISPANIC	5 0
ASIAN/PAC.ISL.	2 0	ASIAN/PAC.ISL.	2 0	ASIAN/PAC.ISL.	2 0	ASIAN/PAC.ISL.	3 0	ASIAN/PAC.ISL.	4 0
AAU:		AAU:		AAU:		AAU:		AAU:	
JOB GROUP:		JOB GROUP:		JOB GROUP:		JOB GROUP:		JOB GROUP:	
Constituent Dept.		Constituent Dept.		Constituent Dept.		Constituent Dept.		Constituent Dept.	
(list depts.)		(list depts.)		(list depts.)		(list depts.)		(list depts.)	
TOTAL	# UU	TOTAL	# UU	TOTAL	# UU	TOTAL	# UU	TOTAL	# UU
WOMEN		WOMEN		WOMEN		WOMEN		WOMEN	
TOTAL MINORITY**		TOTAL MINORITY**		TOTAL MINORITY**		TOTAL MINORITY**		TOTAL MINORITY**	
BLACK		BLACK		BLACK		BLACK		BLACK	
HISPANIC		HISPANIC		HISPANIC		HISPANIC		HISPANIC	
ASIAN/PAC.ISL.		ASIAN/PAC.ISL.		ASIAN/PAC.ISL.		ASIAN/PAC.ISL.		ASIAN/PAC.ISL.	
AAU:		AAU:		AAU:		AAU:		AAU:	
JOB GROUP:		JOB GROUP:		JOB GROUP:		JOB GROUP:		JOB GROUP:	
Constituent Dept.		Constituent Dept.		Constituent Dept.		Constituent Dept.		Constituent Dept.	
(list depts.)		(list depts.)		(list depts.)		(list depts.)		(list depts.)	
TOTAL	# UU	TOTAL	# UU	TOTAL	# UU	TOTAL	# UU	TOTAL	# UU
WOMEN		WOMEN		WOMEN		WOMEN		WOMEN	
TOTAL MINORITY**		TOTAL MINORITY**		TOTAL MINORITY**		TOTAL MINORITY**		TOTAL MINORITY**	
BLACK		BLACK		BLACK		BLACK		BLACK	
HISPANIC		HISPANIC		HISPANIC		HISPANIC		HISPANIC	
ASIAN/PAC.ISL.		ASIAN/PAC.ISL.		ASIAN/PAC.ISL.		ASIAN/PAC.ISL.		ASIAN/PAC.ISL.	

= Total number of individuals within unit
 UU = Underutilization
 JOB GROUP = Professorial; Non-Professorial-Instructor; Non-Professorial-Lecturer; Administration Groups; and Classified Groups
 AAU = Affirmative Action Unit
 Constituent Departments = List all Departments in AAU.
 ** Total Minority (incl. Black, Hisp. As./Pac.Isl. AI./Ind./AI.Nat. and Two or More Races)

APPENDIX E – E1

**PERSONNEL ACTIVITY TABLE/APPLICANT DATA-RECRUITMENT
DOCUMENTATION**

2015 PERSONNEL ACTIVITY TABLE (page 1 of 2)

COLLEGE: **Eugenio Maria de Hostos Community College**

Period Covered: **7/1/14 to 6/30/15**

	TOTAL****			BLACK OR AFRICAN AM.		HISPANIC OR LATINO		ASIAN OR NAT. HAW. OR OTHER PAC. ISL.		AMER. IND./ALASK. NAT.		TWO OR MORE RACES		TOTAL MINORITY***			WHITE (including Ital. Am.)		UNKNOWN*		TOTAL NON-MINORITY**		
	MALE	FEMALE	TOTAL	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	TOTAL	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	TOTAL
EXEC./ADMIN./MANAGERIAL																							
New Hires	7	7	14	0	0	5	3	1	0	0	0	0	0	6	3	9	1	4	0	0	1	4	5
Terminations	6	6	12	1	1	2	2	1	0	0	0	0	0	4	3	7	2	3	0	0	2	3	5
Upgrades	4	5	9	0	2	2	3	0	0	0	0	0	0	2	5	7	2	0	0	0	0	2	2
Transfers	0	4	4	0	0	0	3	0	0	0	0	0	0	0	3	3	0	1	0	0	0	1	1
FACULTY																							
New Hires	24	18	42	3	4	8	6	2	2	0	0	0	0	13	12	25	11	6	0	0	11	6	17
Terminations	15	10	25	2	3	6	4	1	2	0	0	0	0	9	9	18	6	1	0	0	6	1	7
Upgrades	3	6	9	0	1	1	1	0	0	0	0	0	0	1	2	3	2	4	0	0	2	4	6
Transfers	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
PROFESSIONAL/NON-FACULTY																							
New Hires	11	23	34	1	6	7	13	1	0	0	0	0	0	9	19	28	2	4	0	0	2	4	6
Terminations	5	19	24	0	4	3	13	0	0	0	0	0	0	3	17	20	2	2	0	0	2	2	4
Upgrades	1	3	4	0	1	0	2	0	0	0	0	0	0	0	3	3	1	0	0	0	1	0	1
Transfers	0	2	2	0	0	0	1	0	0	0	0	0	0	0	1	1	0	1	0	0	0	1	1
SECRETARIAL/CLERICAL																							
New Hires	0	11	11	0	2	0	7	0	0	0	0	0	1	0	10	10	0	1	0	0	0	1	1
Terminations	0	6	6	0	2	0	3	0	0	0	0	0	0	0	5	5	0	1	0	0	0	1	1
Upgrades	0	1	1	0	0	0	1	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0	0
Transfers	0	1	1	0	0	0	1	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0	0
TECHNICAL/PARAPROFESSIONAL																							
New Hires	2	0	2	0	0	2	0	0	0	0	0	0	0	2	0	2	0	0	0	0	0	0	0
Terminations	3	3	6	1	1	2	2	0	0	0	0	0	0	3	3	6	0	0	0	0	0	0	0
Upgrades	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Transfers	1	0	1	0	0	1	0	0	0	0	0	0	0	1	0	1	0	0	0	0	0	0	0
SKILLED TRADES																							
New Hires	5	0	5	1	0	1	0	0	0	0	0	0	0	2	0	2	3	0	0	0	3	0	3
Terminations	4	0	4	1	0	0	0	0	0	0	0	0	0	1	0	1	3	0	0	0	3	0	3
Upgrades	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Transfers	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
SERVICE MAINTENANCE																							
New Hires	29	8	37	15	1	11	7	3	0	0	0	0	0	29	8	37	0	0	0	0	0	0	0
Terminations	28	9	37	12	0	13	9	2	0	0	0	0	0	27	9	36	1	0	0	0	1	0	1
Upgrades	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Transfers	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL																							
New Hires	78	67	145	20	13	34	36	7	2	0	0	0	1	61	52	113	17	15	0	0	17	15	32
Terminations	61	53	114	17	11	26	33	4	2	0	0	0	0	47	46	93	14	7	0	0	14	7	21
Upgrades	8	15	23	0	4	3	7	0	0	0	0	0	0	3	11	14	5	4	0	0	5	4	9
Transfers	1	7	8	0	0	1	5	0	0	0	0	0	0	1	5	6	0	2	0	0	0	2	2

REMINDER:

*Unknowns are subtracted from all totals.

***Total Minority is the sum of Black or African Am., Hispanic or Latino, Asian or Nat. Haw. or Other Pacific Islander, American Indian/Alaska Native and Two or More Races.

**Total Non-Minority is equal to White including Italian American.

****TOTAL is the sum of Total Minority and Total Non-Minority.

2015 APPLICANT DATA - RECRUITMENT DOCUMENTATION (page 2 of 2)

COLLEGE: **Eugenio Maria de Hostos Community College**

Period Covered: **7/1/14 to 6/30/15**

	TOTAL****			BLACK OR AFRICAN AM.		HISPANIC OR LATINO		ASIAN OR NAT. HAW. OR OTHER PAC. ISL.		AMER. IND./ALASK. NAT.		TWO OR MORE RACES		TOTAL MINORITY***			WHITE (incl. Italian Am.)		UNKNOWN*		TOTAL NON-MINORITY**		
	MALE	FEMALE	TOTAL	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	TOTAL	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	TOTAL
EXEC/ADMIN/MANAGERIAL																							
Applicants @	347	362	709	135	156	79	87	15	31	1	1	0	0	230	275	505	117	87	87	36	117	87	204
Interviews	16	16	32	7	7	4	3	1	2	0	0	0	0	12	12	24	4	4	2	0	4	4	8
Offers	7	7	14	0	0	5	3	1	0	0	0	0	0	6	3	9	1	4	0	0	1	4	5
TOTAL WORKFORCE Eth. & Gender Report	38	52	90	7	8	18	29	3	5	0	0	0	0	28	42	70	10	10	0	0	10	10	20
FACULTY																							
Applicants @	561	593	1154	103	123	60	72	84	68	3	11	0	0	250	274	524	311	319	172	56	311	319	630
Interviews	41	39	80	5	6	7	9	7	3	0	0	0	0	19	18	37	22	21	10	3	22	21	43
Offers	24	20	44	3	4	8	6	2	2	0	0	0	0	13	12	25	11	8	0	0	11	8	19
TOTAL WORKFORCE Eth. & Gender Report	89	98	187	9	16	27	28	8	8	0	0	0	1	44	53	97	45	45	0	0	45	45	90
PROFESSIONAL/NON-FACULTY																							
Applicants @	903	1707	2610	341	673	244	540	95	153	5	13	0	0	685	1379	2064	218	328	282	161	218	328	546
Interviews	49	82	131	13	25	22	43	3	5	0	0	0	0	38	73	111	11	9	9	1	11	9	20
Offers	11	28	39	1	7	7	14	1	1	0	0	0	0	9	22	31	2	6	0	0	2	6	8
TOTAL WORKFORCE Eth. & Gender Report	32	66	98	9	20	15	36	3	1	0	0	1	1	28	58	86	4	8	0	0	4	8	12
SECRETARIAL/CLERICAL																							
Applicants @	6	26	32	0	5	4	16	2	2	0	1	0	1	6	25	31	0	1	0	0	0	1	1
Interviews	0	11	11	0	2	0	7	0	0	0	0	0	1	0	10	10	0	1	4	1	0	1	1
Offers	0	11	11	0	2	0	7	0	0	0	0	0	1	0	10	10	0	1	0	0	0	1	1
TOTAL WORKFORCE Eth. & Gender Report	7	58	65	3	14	4	40	0	1	0	0	0	1	7	56	63	0	2	0	0	0	2	2
TECHNICAL/PARAPROFESSIONAL																							
Applicants @	125	10	135	42	3	35	3	29	2	0	0	0	0	106	8	114	19	2	18	2	19	2	21
Interviews	7	0	7	3	0	3	0	1	0	0	0	0	0	7	0	7	0	0	0	0	0	0	0
Offers	2	0	2	0	0	2	0	0	0	0	0	0	0	2	0	2	0	0	0	0	0	0	0
TOTAL WORKFORCE Eth. & Gender Report	30	16	46	4	2	20	10	4	1	0	0	1	0	29	13	42	1	3	0	0	1	3	4
SKILLED TRADES																							
Applicants @	48	4	52	16	4	7	0	2	0	1	0	0	0	26	4	30	22	0	12	2	22	0	22
Interviews	5	0	5	1	0	1	0	0	0	0	0	0	0	2	0	2	3	0	8	0	3	0	3
Offers	5	0	5	1	0	1	0	0	0	0	0	0	0	2	0	2	3	0	0	0	3	0	3
TOTAL WORKFORCE Eth. & Gender Report	28	0	28	3	0	7	0	0	0	1	0	0	0	11	0	11	17	0	0	0	17	0	17
SERVICE/MAINTENANCE																							
Applicants @	640	121	761	327	62	221	45	19	4	8	2	0	0	575	113	688	65	8	76	9	65	8	73
Interviews	42	9	51	19	1	16	8	5	0	0	0	0	0	40	9	49	2	0	1	0	2	0	2
Offers	29	8	37	15	1	11	7	3	0	0	0	0	0	29	8	37	0	0	0	0	0	0	0
TOTAL WORKFORCE Eth. & Gender Report	61	18	79	27	7	29	11	3	0	1	0	0	0	60	18	78	1	0	0	0	1	0	1
TOTAL																							
Applicants @	2630	2823	5453	964	1026	650	763	246	260	18	28	0	1	1878	2078	3956	752	745	647	266	752	745	1497
Interviews	160	157	317	48	41	53	70	17	10	0	0	0	1	118	122	240	42	35	34	5	42	35	77
Offers	78	74	152	20	14	34	37	7	3	0	0	0	1	61	55	116	17	19	0	0	17	19	36
TOTAL WORKFORCE Eth. & Gender Report	285	308	593	62	67	120	154	21	16	2	0	2	3	207	240	447	78	68	0	0	78	68	146

REMINER: ****Total Minority is the sum of Black or African Am., Hispanic or Latino, Asian or Nat. Haw. or Other Pacific Islander, American Indian/Alaska Native and Two or More Races.
 *****TOTAL is the sum of Total Minority and Total Non-Minority.
 **Total Non-Minority is equal to White including Italian American.
 @ APPLICANTS are those who apply and meet the minimum qualifications for a specific position.

APPENDIX F – F7
IMPACT RATIO ANALYSIS

IMPACT ANALYSIS WORKSHEETS

COLLEGE NAME:

Eugenio Maria de Hostos Community College

FEMALES AND MINORITIES

HIRES ANALYSIS

Eugenio Maria de Hostos Community College

PART A

February 29, 2016

APPENDIX F

#	JOB AREAS/ CATEGORY	MINORITY HIRES						FEMALE HIRES						PERCENTAGE OF HIRES			
		NON MIN		MIN		TOTAL		MALE		FEMALE		TOTAL		% of non-min hires	% of min hires	% of male hires	% of female hires
		APPL	HIRES	APPL	HIRES	APPL	HIRES	APPL	HIRES	APPL	HIRES	APPL	HIRES				
	TOTAL	1497	32	3956	113	5453	145	2630	78	2823	67	5453	145	2.1%	2.9%	3.0%	2.4%
1	Exec./Adm./Mngri.	204	5	505	9	709	14	347	7	362	7	709	14	2.5%	1.8%	2.0%	1.9%
2	Faculty	630	17	524	25	1154	42	561	24	593	18	1154	42	2.7%	4.8%	4.3%	3.0%
3	Professional/Non-Fac.	546	6	2064	28	2610	34	903	11	1707	23	2610	34	1.1%	1.4%	1.2%	1.3%
4	Secretarial/Clerical	1	1	31	10	32	11	6	0	26	11	32	11	100.0%	32.3%	0.0%	42.3%
5	Techn./Paraprofessional	21	0	114	2	135	2	125	2	10	0	135	2	0.0%	1.8%	1.6%	0.0%
6	Skilled Trades	22	3	30	2	52	5	48	5	4	0	52	5	13.6%	6.7%	10.4%	0.0%
7	Service/Maintenance	73	0	688	37	761	37	640	29	121	8	761	37	0.0%	5.4%	4.5%	6.6%
	TOTAL	1497	32	3956	113	5453	145	2630	78	2823	67	5453	145	2%	3%	3%	2%

IRA WORKSHEET FOR NON-MIN VS MIN % OF HIRES

February 29, 2016

#	JOB AREAS/ CATEGORY	RATE FOR		IRA	OVER ALL RATE	ONLY IF IRA UNDER 0.8				*IRA LESS THAN 0.8 AND DIF >=1 PERSON **IRA LESS THAN 0.8 AND STD DEV >=2	FISHER TEST									
		UNFAV. GROUP				FAV. GROUP		EXPECT	ACTL		DIF	STD DEV	FISHER'S VALUE	NON-MIN APPLICANTS	NON-MIN HIRED	MIN APPLICANTS	MIN HIRED	FISHER TEST RESULT NOTE		
		A	B			C	D												F	G
1	Exec./Adm./Mngri.	MINORITY	1.8%	NON-MIN	2.5%	0.73	2.0%	9	9	0	0.58									
2	Faculty	NON-MIN	2.7%	MINORITY	4.8%															
3	Professional/Non-Fac.	NON-MIN	1.1%	MINORITY	1.4%															
4	Secretarial/Clerical	MINORITY	32.3%	NON-MIN	100.0%	0.32	34.4%	10	10	0	1.40			0.3438	1	1	31	10	NO SIGNIF. DIFF.	
5	Techn./Paraprofessional	NON-MIN	0.0%	MINORITY	1.8%															
6	Skilled Trades	MINORITY	6.7%	NON-MIN	13.6%	0.49	9.6%	2	2	0	0.84			0.3523	22	3	30	2	NO SIGNIF. DIFF.	
7	Service/Maintenance	NON-MIN	0.0%	MINORITY	5.4%															
	TOTAL							21	21	0										

IRA WORKSHEET FOR MALE VS FEMALE % OF HIRES

February 29, 2016

#	JOB AREAS/ CATEGORY	RATE FOR		IRA	OVER ALL RATE	ONLY IF IRA UNDER 0.8				*IRA LESS THAN 0.8 AND DIF >=1 PERSON **IRA LESS THAN 0.8 AND STD DEV >=2	FISHER'S TEST									
		UNFAV. GROUP				FAV. GROUP		EXPECT	ACTL		DIF	STD DEV	FISHER'S VALUE	male app	male hires	female app	female hires	FISHER TEST RESULT NOTE		
		A	B			C	D												F	G
1	Exec./Adm./Mngri.	FEMALE	1.9%	MALE	2.0%	0.96														
2	Faculty	FEMALE	3.0%	MALE	4.3%	0.71	3.6%	21	18	3	1.13			N/A						
3	Professional/Non-Fac.	MALE	1.2%	FEMALE	1.3%															
4	Secretarial/Clerical	MALE	0.0%	FEMALE	42.3%															
5	Techn./Paraprofessional	FEMALE	0.0%	MALE	1.6%	0.00	1.5%	0	0	0	0.40			N/A						
6	Skilled Trades	FEMALE	0.0%	MALE	10.4%	0.00	9.6%	0	0	0	0.68			0.659	48	5	4	0	NO SIGNIF. DIFF.	
7	Service/Maintenance	MALE	4.5%	FEMALE	6.6%															
	TOTAL:							21	18	3										

PROMOTION ANALYSIS

Eugenio Maria de Hostos Community College

PART B

February 29, 2016

APPENDIX F-1

#	JOB AREAS/ CATEGORY	MINORITY PROMOTION						FEMALE PROMOTION						PERCENTAGE OF PROMOTION			
		NON MIN		MIN		TOTAL		MALE		FEMALE		TOTAL		% of non-min PROMOTED	% of min promoted	% OF MEN promoted	% OF FEMALE promoted
		INCUMBENT	PROMOTED	INCUMBENT	PROMOTED	INCUMBENT	PROMOTED	INCUMBENT	PROMOTED	INCUMBENT	PROMOTED	INCUMBENT	PROMOTED				
	TOTAL	146	9	447	14	593	23	285	8	308	15	593	23	6%	3%	3%	5%
1	Exec./Adm./Mgrl.	20	2	70	7	90	9	38	4	52	5	90	9	10%	10%	11%	10%
2	Faculty	90	6	97	3	187	9	89	3	98	6	187	9	7%	3%	3%	6%
3	Professional/Non-Fac.	12	1	86	3	98	4	32	1	66	3	98	4	8%	3%	3%	5%
4	Secretarial/Clerical	2	0	63	1	65	1	7	0	58	1	65	1	0%	2%	0%	2%
5	Techn./Paraprofessional	4	0	42	0	46	0	30	0	16	0	46	0	0%	0%	0%	0%
6	Skilled Trades	17	0	11	0	28	0	28	0	0	0	28	0	0%	0%	0%	0%
7	Service/Maintenance	1	0	78	0	79	0	61	0	18	0	79	0	0%	0%	0%	0%
	TOTAL	146	9	447	14	593	23	285	8	308	15	593	23	6%	3%	3%	5%

IRA WORKSHEET FOR NON-MIN VS MIN % OF PROMOTION

#	JOB AREAS/ CATEGORY	RATE FOR UNFAV. GROUP	RATE FOR FAV. GROUP	IRA	OVER ALL RATE	ONLY IF IRA UNDER 0.8				* IRA LESS THAN 0.8 AND DIF >=1 PERSON		FISHER TEST						
						EXPECT	ACTL	DIF	STD DEV	** IRA LESS THAN 0.8 AND STD DEV >=2	FISHER'S VALUE	NON-MIN INCUM	NON-MIN PRMT	MIN INCUM	MIN PRMT	FISHER TEST RESULT NOTE		
						A	B	C	D	E	F	G	H	I	J	K	L	M
1	Exec./Adm./Mgrl.	N/A	N/A															
2	Faculty	MINORITY 3.09%	NON-MIN 6.67%	0.46	4.81%	4	3	1	1.14	*		N/A						
3	Professional/Non-Fac.	MINORITY 3.49%	NON-MIN 8.33%	0.42	4.08%	3	3	0	0.79			N/A						
4	Secretarial/Clerical	NON-MIN 0.00%	MINORITY 1.59%															
5	Techn./Paraprofessional	N/A	N/A															
6	Skilled Trades	N/A	N/A															
7	Service/Maintenance	N/A	N/A															
	TOTAL					7	6	1										

IRA WORKSHEET FOR MALE VS FEMALE % OF PROMOTION

#	JOB AREAS/ CATEGORY	RATE FOR UNFAV. GROUP	RATE FOR FAV. GROUP	IRA	OVER ALL RATE	ONLY IF IRA UNDER 0.8				* IRA LESS THAN 0.8 AND DIF >=1 PERSON		FISHER TEST						
						EXPECT	ACTL	DIF	STD DEV	** IRA LESS THAN 0.8 AND STD DEV >=2	FISHER'S VALUE	male incum	male prmt	female incum	female prmt	FISHER TEST RESULT NOTE		
						A	B	C	D	E	F	G	H	I	J	K	L	M
1	Exec./Adm./Mgrl.	FEMALE 9.6%	MALE 10.5%	0.913														
2	Faculty	MALE 3.4%	FEMALE 6.1%															
3	Professional/Non-Fac.	MALE 3.1%	FEMALE 4.5%															
4	Secretarial/Clerical	MALE 0.0%	FEMALE 1.7%															
5	Techn./Paraprofessional	N/A	N/A															
6	Skilled Trades	N/A	N/A															
7	Service/Maintenance	N/A	N/A															
	TOTAL					0	0	0										

TERMINATION ANALYSIS

Eugenio Maria de Hostos Community College

PART C

February 29, 2016

APPENDIX F-2

#	JOB AREAS/ CATEGORY	MINORITY TERMINATION						FEMALE TERMINATION						PERCENTAGE OF TERMINATION			
		NON MIN		MIN		TOTAL		MALE		FEMALE		TOTAL		% of non-min TERMINATED	% of min TERMINATED	% OF MEN TERMINATED	% OF FEMALE TERMINATED
		INCUMBENT	TERMINATED	INCUMBENT	TERMINATED	INCUMBENT	TERMINATED	INCUMBENT	TERMINATED	INCUMBENT	TERMINATED	INCUMBENT	TERMINATED	INCUMBENT	TERMINATED		
	TOTAL	146	21	447	93	593	114	285	61	308	53	593	114	14%	21%	21%	17%
1	Exec./Adm./Mngrl.	20	5	70	7	90	12	38	6	52	6	90	12	25%	10%	16%	12%
2	Faculty	90	7	97	18	187	25	89	15	98	10	187	25	8%	19%	17%	10%
3	Professional/Non-Fac.	12	4	86	20	98	24	32	5	66	19	98	24	33%	23%	16%	29%
4	Secretarial/Clerical	2	1	63	5	65	6	7	0	58	6	65	6	50%	8%	0%	10%
5	Techn./Paraprofessional	4	0	42	6	46	6	30	3	16	3	46	6	0%	14%	10%	19%
6	Skilled Trades	17	3	11	1	28	4	28	4	0	0	28	4	18%	9%	14%	0%
7	Service/Maintenance	1	1	78	36	79	37	61	28	18	9	79	37	100%	46%	46%	50%
	TOTAL	146	21	447	93	593	114	285	61	308	53	593	114	14%	21%	21%	17%

IRA WORKSHEET FOR NON-MIN VS MIN % OF TERMINATION

February 29, 2016

#	JOB AREAS/ CATEGORY	RATE FOR		IRA	OVER ALL RATE	ONLY IF IRA UNDER 0.8				*IRA LESS THAN 0.8 AND DIF >=1 PERSON		FISHER TEST					FISHER TEST RESULT NOTE	
		UNFAV. GROUP				FAV. GROUP		EXPECT	ACTL	DIF	STD DEV	**IRA LESS THAN 0.8 AND STD DEV>=2	FISHER'S VALUE	min incumb	min terminated	non-min incumb		non-min terminated
		A	B			C	D	E	F	G	H	I	J	K	L	M		N
1	Exec./Adm./Mngrl.	NON-MIN	25.0%	MINORITY	10.0%													
2	Faculty	MINORITY	18.6%	NON-MIN	7.8%	0.419	13.4%	12	18	6	2.16	*	**	N/A				
3	Professional/Non-Fac.	NON-MIN	33.3%	MINORITY	23.3%													
4	Secretarial/Clerical	NON-MIN	50.0%	MINORITY	7.9%													
5	Techn./Paraprofessional	MINORITY	14.3%	NON-MIN	0.0%	0.000	13.0%	5	6	1	0.81	*		0.5600	42	6	4	0
6	Skilled Trades	NON-MIN	17.6%	MINORITY	9.1%													
7	Service/Maintenance	NON-MIN	100.0%	MINORITY	46.2%													
	TOTAL							17	24	7								

IRA WORKSHEET FOR MALE VS FEMALE % OF TERMINATION

February 29, 2016

#	JOB AREAS/ CATEGORY	RATE FOR		IRA	OVER ALL RATE	ONLY IF IRA UNDER 0.8				*IRA LESS THAN 0.8 AND DIF >=1 PERSON		FISHER TEST					FISHER TEST RESULT NOTE	
		UNFAV. GROUP				FAV. GROUP		EXPECT	ACTL	DIF	STD DEV	**IRA LESS THAN 0.8 AND STD DEV>=2	FISHER'S VALUE	female incumb	female terminated	male incumb		male terminated
		A	B			C	D	E	F	G	H	I	J	K	L	M		N
1	Exec./Adm./Mngrl.	MALE	15.8%	FEMALE	11.5%													
2	Faculty	MALE	16.9%	FEMALE	10.2%													
3	Professional/Non-Fac.	FEMALE	28.8%	MALE	15.6%	0.543	24.5%	16	19	3	1.421	*		N/A				
4	Secretarial/Clerical	FEMALE	10.3%	MALE	0.0%	0.000	9.2%	5	6	1	0.893	*		N/A				
5	Techn./Paraprofessional	FEMALE	18.8%	MALE	10.0%	0.533	13.0%	2	3	1	0.839	*		0.342	16	3	30	3
6	Skilled Trades	MALE	14.3%	FEMALE	0.0%													
7	Service/Maintenance	FEMALE	50.0%	MALE	45.9%	0.918												
	TOTAL							23	28	5								

<p><i>paste the 4 data here</i></p> <p>→</p>	total # in group 1	# of hire/ pmt/ termnt	total # in group 2	# of fav, hire/ pmt/ termnt
	1	1	31	10

---- VS ----

This is the FISHER'S value **0.3438**

Not show significant difference

FISHER'S for NON-MIN VS MIN % OF HIRES-
Secretarial/Clerical

<p><i>paste the 4 data here</i></p> <p>→</p>	total # in group 1	# of hire/ pmt/ termnt	total # in group 2	# of fav, hire/ pmt/ termnt
	22	3	30	2

---- VS ---

This is the FISHER'S value **0.3523**

Not show significant difference

FISHER'S for NON-MIN VS MIN % OF HIRES-Skilled Trades

<p><i>paste the 4 data here</i></p> <p>→</p>	total # in group 1	# of hire/ pmt/ termnt	total # in group 2	# of fav, hire/ pmt/ termnt
	48	5	4	0

---- VS ---

This is the FISHER'S value **0.6588**

Not show significant difference

FISHER'S for MALE VS FEMALE % OF HIRES-Skilled Trades

<p><i>paste the 4 data here</i></p> <p>→</p>	total # in group 1	# of hire/ pmt/ termnt	total # in group 2	# of fav, hire/ pmt/ termnt
	42	6	4	0

---- VS ---

This is the FISHER'S value **0.5600**

Not show significant difference

FISHER'S for NON-MIN VS MIN % OF TERMINATION- Technical/Paraprofessional

<p><i>paste the 4 data here</i></p> <p>→</p>	total # in group 1	# of hire/ pmt/ termnt	total # in group 2	# of fav, hire/ pmt/ temnt
	16	3	30	3

---- VS ---

This is the FISHER'S value

0.3421

Not show significant difference

FISHER'S for MALE VS FEMALE %
OF TERMINATION- Technical/Paraprofessional

APPENDIX G – G8
TENURE ELIGIBILITY SURVEY

TENURE ELIGIBILITY SURVEY

COLLEGE: Eugenio Maria de Hostos Community College

COLLEGE TOTALS:

17

Eligible for Tenure, Effective: September 1, 2014

	Sub-Total Gender		WHITE		ITALIAN AMERICAN		ASIAN/ NAT. HAW./ OTHER PAC. ISL.		AM. IND./ ALSK. NAT.		BLACK		HISPANIC		PUERTO RICAN		TWO OR MORE RACES		
	TOTAL	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor																			
Associate Prof.	5 (3)	1 (1)	4 (3)		4 (3)								1						
Assistant Prof.	7	3	4	3	2				2										
Lecturer (CCE)	4	2	2	1							1			2					
CLT's	1	1		1															
TOTAL	17	7	10	5	6				2			1		1	2				

Number Recommended for Tenure, Effective: September 1, 2014

17

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

	Sub-Total Gender		WHITE		ITALIAN AMERICAN		ASIAN/ NAT. HAW./ OTHER PAC. ISL.		AM. IND./ ALSK. NAT.		BLACK		HISPANIC		PUERTO RICAN		TWO OR MORE RACES		
	TOTAL	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor																			
Associate Prof.	5 (3)	1 (1)	4 (3)		4 (3)								1						
Assistant Prof.	7	3	4	3	2				2										
Lecturer (CCE)	4	2	2	1							1			2					
CLT's	1	1		1															
TOTAL	17	7	10	5	6				2			1		1	2				

COLLEGE: Eugenio Maria de Hostos Community College

DEPARTMENT: Allied Health Sciences

1

Eligible for Tenure, Effective: September 1, 2014

	TOTAL	Sub-Total Gender		WHITE		ITALIAN AMERICAN		ASIAN/ NAT. HAW./ OTHER PAC. ISL.		AM. IND./ ALSK. NAT.		BLACK		HISPANIC		PUERTO RICAN		TWO OR MORE RACES	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor																			
Associate Prof.	1	1		1															
Assistant Prof.																			
Lecturer (CCE)																			
CLT's																			
TOTAL	1	1		1															

Number Recommended for Tenure, Effective: September 1, 2014 1

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

	TOTAL	Sub-Total Gender		WHITE		ITALIAN AMERICAN		ASIAN/ NAT. HAW./ OTHER PAC. ISL.		AM. IND./ ALSK. NAT.		BLACK		HISPANIC		PUERTO RICAN		TWO OR MORE RACES	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor																			
Associate Prof.	1	1		1															
Assistant Prof.																			
Lecturer (CCE)																			
CLT's																			
TOTAL	1	1		1															

TENURE ELIGIBILITY SURVEY

COLLEGE: Eugenio Maria de Hostos Community College DEPARTMENT Education 1

Eligible for Tenure, Effective: September 1, 2014

	TOTAL	Sub-Total Gender		WHITE		ITALIAN AMERICAN		ASIAN/ NAT. HAW./ OTHER PAC. ISL.		AM. IND./ ALSK. NAT.		BLACK		HISPANIC		PUERTO RICAN		TWO OR MORE RACES	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor																			
Associate Prof.																			
Assistant Prof.	1		1		1														
Lecturer (CCE)																			
CLT's																			
TOTAL	1		1		1														

Number Recommended for Tenure, Effective: September 1, 2014 1

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

	TOTAL	Sub-Total Gender		WHITE		ITALIAN AMERICAN		ASIAN/ NAT. HAW./ OTHER PAC. ISL.		AM. IND./ ALSK. NAT.		BLACK		HISPANIC		PUERTO RICAN		TWO OR MORE RACES	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor																			
Associate Prof.																			
Assistant Prof.	1		1		1														
Lecturer (CCE)																			
CLT's																			
TOTAL	1		1		1														

TENURE ELIGIBILITY SURVEY

COLLEGE: Eugenio Maria de Hostos Community College

DEPARTMENT _____

English

3

Eligible for Tenure, Effective: September 1, 2014

	TOTAL	Sub-Total Gender		WHITE		ITALIAN AMERICAN		ASIAN/ NAT. HAW./ OTHER PAC. ISL.		AM. IND./ ALSK. NAT.		BLACK		HISPANIC		PUERTO RICAN		TWO OR MORE RACES	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor																			
Associate Prof.	2		2		2														
Assistant Prof.																			
Lecturer (CCE)	1	1		1															
CLT's																			
TOTAL	3	1	2	1	2														

Number Recommended for Tenure, Effective: September 1, 2014

3

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

	TOTAL	Sub-Total Gender		WHITE		ITALIAN AMERICAN		ASIAN/ NAT. HAW./ OTHER PAC. ISL.		AM. IND./ ALSK. NAT.		BLACK		HISPANIC		PUERTO RICAN		TWO OR MORE RACES	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor																			
Associate Prof.	2		2		2														
Assistant Prof.																			
Lecturer (CCE)	1	1		1															
CLT's																			
TOTAL	3	1	2	1	2														

TENURE ELIGIBILITY SURVEY

COLLEGE: Eugenio Maria de Hostos Community College

DEPARTMENT

Humanities

2

Eligible for Tenure, Effective: September 1, 2014

	TOTAL	Sub-Total Gender		WHITE		ITALIAN AMERICAN		ASIAN/ NAT. HAW./ OTHER PAC. ISL.		AM. IND./ ALSK. NAT.		BLACK		HISPANIC		PUERTO RICAN		TWO OR MORE RACES	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor																			
Associate Prof.																			
Assistant Prof.																			
Lecturer (CCE)	1		1												1				
CLT's	1		1												1				
TOTAL	2		2												2				

Number Recommended for Tenure, Effective: September 1, 2014

2

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

	TOTAL	Sub-Total Gender		WHITE		ITALIAN AMERICAN		ASIAN/ NAT. HAW./ OTHER PAC. ISL.		AM. IND./ ALSK. NAT.		BLACK		HISPANIC		PUERTO RICAN		TWO OR MORE RACES	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor																			
Associate Prof.																			
Assistant Prof.																			
Lecturer (CCE)	1		1												1				
CLT's	1		1												1				
TOTAL	2		2												2				

TENURE ELIGIBILITY SURVEY

COLLEGE: Eugenio Maria de Hostos Community College

DEPARTMENT: Language & Cognition

1

Eligible for Tenure, Effective: September 1, 2014

	TOTAL	Sub-Total Gender		WHITE		ITALIAN AMERICAN		ASIAN/ NAT. HAW./ OTHER PAC. ISL.		AM. IND./ ALSK. NAT.		BLACK		HISPANIC		PUERTO RICAN		TWO OR MORE RACES	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor																			
Associate Prof.																			
Assistant Prof.																			
Lecturer (CCE)	1		1												1				
CLT's																			
TOTAL	1		1												1				

Number Recommended for Tenure, Effective: September 1, 2014 1

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

	TOTAL	Sub-Total Gender		WHITE		ITALIAN AMERICAN		ASIAN/ NAT. HAW./ OTHER PAC. ISL.		AM. IND./ ALSK. NAT.		BLACK		HISPANIC		PUERTO RICAN		TWO OR MORE RACES	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor																			
Associate Prof.																			
Assistant Prof.																			
Lecturer (CCE)	1														1				
CLT's																			
TOTAL	1		1												1				

TENURE ELIGIBILITY SURVEY

COLLEGE: Eugenio Maria de Hostos Community College

DEPARTMENT: Library

2

Eligible for Tenure, Effective: September 1, 2014

	TOTAL	Sub-Total Gender		WHITE		ITALIAN AMERICAN		ASIAN/ NAT. HAW./ OTHER PAC. ISL.		AM. IND./ ALSK. NAT.		BLACK		HISPANIC		PUERTO RICAN		TWO OR MORE RACES	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor																			
Associate Prof.	1		1		1														
Assistant Prof.	1		1						1										
Lecturer (CCE)																			
CLT's																			
TOTAL	2		2		1				1										

Number Recommended for Tenure, Effective: September 1, 2014

2

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

	TOTAL	Sub-Total Gender		WHITE		ITALIAN AMERICAN		ASIAN/ NAT. HAW./ OTHER PAC. ISL.		AM. IND./ ALSK. NAT.		BLACK		HISPANIC		PUERTO RICAN		TWO OR MORE RACES	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor																			
Associate Prof.	1		1		1														
Assistant Prof.	1		1						1										
Lecturer (CCE)																			
CLT's																			
TOTAL	2		2		1				1										

TENURE ELIGIBILITY SURVEY

COLLEGE: Eugenio Maria de Hostos Community College

DEPARTMENT: Mathematics

5

Eligible for Tenure, Effective: September 1, 2014

	TOTAL	Sub-Total Gender		WHITE		ITALIAN AMERICAN		ASIAN/ NAT. HAW./ OTHER PAC. ISL.		AM. IND./ ALSK. NAT.		BLACK		HISPANIC		PUERTO RICAN		TWO OR MORE RACES	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor																			
Associate Prof.	1		1		1														
Assistant Prof.	3	1	2	2					1										
Lecturer (CCE)	1	1										1							
CLT's																			
TOTAL	5	2	3	2	1				1			1							

Number Recommended for Tenure, Effective: September 1, 2014

5

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

	TOTAL	Sub-Total Gender		WHITE		ITALIAN AMERICAN		ASIAN/ NAT. HAW./ OTHER PAC. ISL.		AM. IND./ ALSK. NAT.		BLACK		HISPANIC		PUERTO RICAN		TWO OR MORE RACES	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor																			
Associate Prof.	1		1		1														
Assistant Prof.	3	1	2	2					1										
Lecturer (CCE)	1	1										1							
CLT's																			
TOTAL	5	2	3	2	1				1			1							

TENURE ELIGIBILITY SURVEY

COLLEGE: Eugenio Maria de Hostos Community College

DEPARTMENT: Natural Sciences

2

Eligible for Tenure, Effective: September 1, 2014

	TOTAL	Sub-Total Gender		WHITE		ITALIAN AMERICAN		ASIAN/ NAT. HAW./ OTHER PAC. ISL.		AM. IND./ ALSK. NAT.		BLACK		HISPANIC		PUERTO RICAN		TWO OR MORE RACES	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor																			
Associate Prof.	1																		
Assistant Prof.	1	1		1															
Lecturer (CCE)																			
CLT's																			
TOTAL	2	1		1															

Number Recommended for Tenure, Effective: September 1, 2014

2

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

	TOTAL	Sub-Total Gender		WHITE		ITALIAN AMERICAN		ASIAN/ NAT. HAW./ OTHER PAC. ISL.		AM. IND./ ALSK. NAT.		BLACK		HISPANIC		PUERTO RICAN		TWO OR MORE RACES	
		M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
Professor																			
Associate Prof.	1																		
Assistant Prof.	1	1		1															
Lecturer (CCE)																			
CLT's																			
TOTAL	2	1		1															

APPENDIX H
FALL 2015 UNDERUTILIZATION SUMMARY
PROFESSORIAL JOB GROUPS ONLY

Fall 2015 Underutilization Summary: Results of Utilization Analysis by Affirmative Action Unit Comparison of Incumbents to Availability Data (Professorial* Only)

COLLEGE: Eugenio Maria de Hostos Community College Total # Professoriate 155

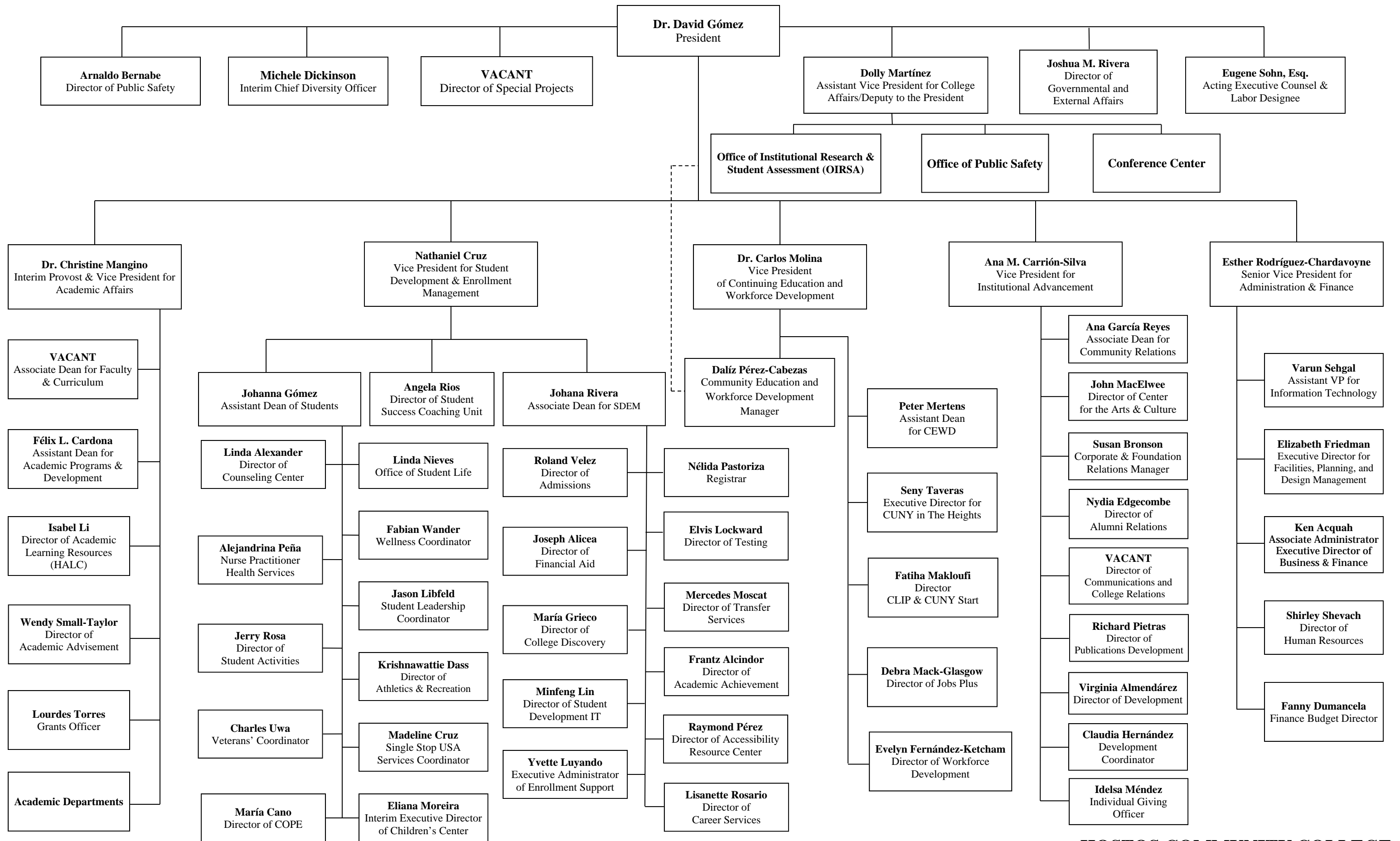
PART A:

Departments/ Affirmative Action Unit (AAU) with Underutilization (UU)	Total Incumbents in AAU	FEMALES			Total Minorities <small>(incl. Black, Hisp. As./Pac. Isl. AI.Ind./AI.Nat. and Two or More Races)</small>			Asian/Pacific Islanders			Blacks			Hispanics/ Latinos (as)		
		#UU	% Overall Availability	NR (No Representation)	#UU	% Overall Availability	NR (No Representation)	#UU	% Overall Availability	NR (No Representation)	#UU	% Overall Availability	NR (No Representation)	#UU	% Overall Availability	NR (No Representation)
1 Biological & Biomedical Sciences	18	1	44.0%		X			X			X			X		
2 Education	17	X			X			1	4.0%	NR	1	19.4%		X		
3 English Language & Literature/Letters	21	2	61.1%		X			X			1	5.0%	NR	X		
4 Fine/Applied Arts/Media	9	1	49.3%		X			1	7.7%	NR	X	3.2%	NR	X		
5 Foreign Languages	6	3	61.0%		X			X	7.2%	NR	X	2.0%	NR	X		
6 Health Professions	25	2	75.0%		X			X			X			X		
7																
8																
9																
10																
11																
12																
13																
14																
15																
16																
17																
18																
19																
20																
TOTAL		9		0	0		0	2		3	2		3	0		0

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

PART B:	
# of UU AAUs	Total # of AAUs
6	9

APPENDIX J
ORGANIZATIONAL CHART



APPENDIX K
COMPENSATION REVIEW



Office of Human Resources Management
Recruitment and Diversity
205 East 42nd Street, 10th Floor
New York, NY 10017
Tel: 646-664-3307
Fax: 646-664-2962

October 22, 2015

Dear President Gómez:

Thank you for hosting my staff on October 22, 2015 for a Cabinet-level discussion on CUNY's commitment to compensation equity and a review of compensation practices. I appreciate the active participation of you and your team and know that we will benefit from the comments that have come from the discussions. I also hope this effort has provided you with information and insight concerning compensation issues in general.

This review would not have been possible without the participation of your Human Resources and Diversity Offices, who are responsible for maintaining accurate employee data and for reviewing areas of potential risk. They have taken the time to go over the analysis in detail and I appreciate their commitment.

CUNY has a non-discrimination policy that covers all areas of employment, including compensation, and an annual senior management review of compensation and compensation practices is one of the expectations of Federal regulatory agencies. Moving forward, this review will be incorporated into Affirmative Action monitoring conducted by your Chief Diversity Officer with support from your Human Resources Office. CUNY's Office of Recruitment and Diversity (ORD) will keep your campus informed about regulatory developments and provide technical assistance, as we do today. We are also glad to address any questions you may have.

Again, thank you for your support of this important effort.

Sincerely,

A handwritten signature in blue ink that reads 'Sylvia Miranda'.

Sylvia Miranda
Interim University Dean for Recruitment and Diversity

cc:
Michele Dickinson
Shirley Shevach

APPENDIX L

VETS 100 A

