

2021-2022 AFFIRMATIVE ACTION PLANS

Baruch College

Covering Women (Gender) and Historically Underrepresented Groups (Federally Protected Racial/Ethnic Groups) (Executive Order 11246), Individuals with Disabilities (Section 503) and Protected Veterans (VEVRAA)

Mona Jha, Chief Diversity Officer for reporting period June 1, 2020 – October 24, 2020

Kenya Lee, Responsible Official for reporting period October 25, 2020 – May 31, 2021

Elliott Dawes, Executive Chief Diversity Officer August 2, 2021 to Present

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This plan is available for review at: Newman Library -Baruch College 151 E 25th St, New York, NY 10010



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PART ONE: INTRODUCTION AND BACKGROUND

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

This plan reflects requirements for implementing:

- Presidential Executive Order (EO) 11246, addressing gender and federally protected racial/ethnic groups
- The Vietnam Era Veterans’ Readjustment Assistance Act of 1974 (VEVRAA), as amended, for protected Veterans
- Section 503 and 504 of the Rehabilitation Act of 1973, as amended, for Individuals with Disabilities.

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

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

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

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

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

OVERVIEW

Location, Degrees, Accreditation

Baruch College is within easy reach of Wall Street, Midtown, and the global headquarters of major companies and non-profit and cultural organizations, giving students unparalleled internship, career, and networking opportunities. The College's more than 19,000 students, who speak more than 100 languages and trace their heritage to more than 155 countries, have been repeatedly named one of the most ethnically diverse student bodies in the United States. According to the Wall Street Journal/Times Higher Education Section, the College was ranked #5 for diversity out of 257 public and private colleges and universities ranked in the Northeast region of the United States. In a survey

conducted by *Equal Opportunity* magazine where respondents were asked to name the top universities and graduate schools they believed offered a diverse curriculum, the College was listed in the top 20 universities.

The College is comprised of three Schools: (a) THE GEORGE AND MILDRED WEISSMAN SCHOOL OF ARTS AND SCIENCES. Weissman School has more than 50 areas of study that blend rigorous theory with practical experience. Degrees include the BA, BS, MA, MS, and PhD, (b) THE AUSTIN W. MARXE SCHOOL OF PUBLIC AND INTERNATIONAL AFFAIRS prepares students for careers in government and nonprofit sector, offering programs leading to BSPA, MPA, Executive MPA, MIA, and MS in Education degrees while serving as a resource for governmental and nonprofit entities at the local, state, and national levels, and (c) THE ZICKLIN SCHOOL OF BUSINESS has renowned faculty experts across the business spectrum and acclaimed Association to Advance Collegiate Schools of Business (AACSB) - accredited programs leading to BBA, MBA, MS, Executive MBA and MS, and PhD degrees.

Baruch College's nationally recognized, award-winning library, the William and Anita Newman Library, houses a collection that includes over 300,000 print volumes, 500,000 eBook Titles, and over two million units of microform. The Library's collection of electronic resources includes several hundred online databases, accessible from nearly 100 PC workstations.

In addition, Baruch College is home to a number of centers and institutes including the Lawrence N. Field Center for Entrepreneurship, the Robert Zicklin Center for Corporate Integrity, the Wasserman Trading Floor/Subotnick Financial Services Center, the Weissman Center for International Business, the Baruch College Survey Research Unit, the Steven L. Newman Real Estate Institute, the Bernard L. Schwartz Communication Institute, and the Baruch Performing Arts Center (BPAC). Discontinued in Fall 2020, the College's Division of Continuing and Professional Studies (CAPS) offered numerous work-related programs and training courses, many of which led to certificates in Business, Bookkeeping, Human resources and Information Technology. Comprehensive modern languages and English as Second Language courses were also offered. Courses in Continuing and Professional Studies were taught by professionals in the fields. The award-winning Newman Vertical Campus features state-of-the-art classrooms, computer and research laboratories, auditoriums, a recreation and fitness center, conference rooms, faculty offices, a performing arts center, a bookstore, and a food court.

History

Tracing its routes to the founding of the Free Academy in 1847, Baruch College is part of the nation's first tuition free institution of higher education. In 1919, the School of Business and Civic Administration was established, and in 1953 the College was named in honor of Bernard M. Baruch, benefactor, statesman, financier, and alumnus of the Free Academy. In 1968 Baruch College was established as an independent senior college of the City University of New York. Today, Baruch College enrolls more than 19,000 students representing over 155 countries. It also has 13 varsity NCAA Division III sports teams on campus.

Mission

Baruch College provides an inclusive, transformational education in the arts and sciences, business, and public and international affairs to students from New York and around the world and creates new knowledge through scholarship and research.

A Baruch education is a financially accessible and powerful catalyst for the social, cultural, and economic mobility of students and a strong foundation for lifelong learning and community impact. Our distinguished undergraduate and graduate academic programs offer extraordinary value. Our diverse and outstanding faculty and staff are themselves lifelong learners, who continue to develop their expertise as teachers and administrators, augment their success as scholars and practitioners and exercise their talent as creators of art and facilitators of student success.

ORGANIZATION CHART

Appendix A displays an organization chart.

RELEVANT POLICIES

As a unit of The City University of New York (CUNY), we adhere to federal, state, and city laws and regulations on non-discrimination and affirmative action, including: Executive Order 11246, as amended, Titles VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Sections 503 and 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, Section 402 of the Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended, the Equal Pay Act of 1963, the Age Discrimination in Employment Act of 1967, as amended, the Age Discrimination Act of 1975, New York State Human Rights Law and New York City Human Rights Law.

Protected groups identified in Executive Order 11246 are American Indian or Alaska Native, Asian, Black or African American, Hispanic or Latino, Native Hawaiian or Other Pacific Islander, Two or More Races, and Women. Additionally, the Chancellor of CUNY designated Italian Americans as a protected group in 1976 and CUNY prepares a separate Italian American Affirmative Action Plan.

CUNY posts its policies on non-discrimination, sexual misconduct, and affirmative action on its website.

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

Equal Opportunity and Non-Discrimination Policy

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

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

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

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

Affirmative Action Policy

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

ARTICLE V FACULTY, STAFF AND ADMINISTRATION

Policy 5.04 - Affirmative Action:

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

Sexual Misconduct Policy

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

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

Defining conduct that constitutes prohibited Sexual Misconduct;

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

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

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

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

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

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

Other Policies

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

Management reaffirms its non-discrimination policies annually. **Appendix B** contains the most recent reaffirmation letter, issued July 21, 2021.

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

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

CUNY campuses report crime statistics, including statistics relating to sexual violence under the Federal Jeanne Clery Act. Information is available from the campus Office of Public Safety

RESPONSIBILITY FOR IMPLEMENTATION

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

The President

The President, S. David Wu, oversees Affirmative Action and diversity programs to assure compliance with federal, state, and city laws, rules and regulations and university policies.

The President designates personnel to manage Affirmative Action, diversity and compliance, including a Chief Diversity Officer (CDO), 504/Americans with Disabilities Act (ADA) Coordinator and Title IX Coordinator. The President ensures these personnel have authority, staffing, and other

resources to fulfill their assigned responsibilities.

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

Chief Diversity Officer

During the reporting period, the President has designated Kenya Lee as the acting Administrator in Charge and Responsible Official who:

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

Officials

Executives, department chairpersons, managers, and supervisors are critical partners in Equal Employment and Affirmative Action programs. They help ensure compliance with regulations and policies, foster an inclusive environment, and help develop and implement the Affirmative Action Plan.

Committee(s) on Diversity and Inclusion

A standing committee advises the President on diversity and affirmative action, reviews the impact of policies on the governance plan, develops and implements strategic diversity plans, and promotes programs to reflect pluralistic values and goals.

Presidential Advisory Committee on Diversity, Equity, and Inclusion (PACDEI)

Co-Chairs

Leslie Ann Hunt, Director of Graduate Programs, Weissman School of Arts and Sciences
Sam Johnson, Professor, Psychology

Members

Andrea Caviness, Executive Director of Human Resources

Cristina Balboa, Associate Professor, Marxe School of Public and International Affairs

Damali Tolson, Director of Student Life

Dakshatha Daggala, former President, Undergraduate Student Government

Mona Jha, Chief Diversity Officer, ODCEI (June 1, 2020 – October 24, 2020)

Kenya N. Lee, Chief of Staff and ODCEI Administrator-in-Charge and Responsible Official (October 25, 2020 – May 31, 2021)

Kristy Perez, Director of SEEK

Patria De Lancer Julnes, Associate Dean of Academic Programs and Professor

Paquita Davis-Friday, Senior Associate Dean, Zicklin School of Business and International Affairs

Patricia Fleming, Director of Disability Services

Rachel Fester, Assistant Provost for Assessment, Accreditation and Institutional Effectiveness

Robert Kunicki, Assistant Director for Student Success, Assessment and Enrollment Initiatives

Rosa Kelley, Director of International Student Service

Scott Newbert, Professor of Management and Academic Director, Lawrence N. Field Center for Entrepreneurship

Marxe School DEI Committee

WSAS DEI Alliance

Zicklin DEI Task Force

University Management

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

IMPACT OF COVID-RELATED EVENTS

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

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

- Complaint intake and investigation
- Accommodations for Individuals with Disabilities in cooperation with Human Resources and

Student Disability Services.

- Recruitment advertising and outreach
- Oversight of hiring, advancement and separation practices
- Consulting to management.

PART TWO: DATA AND ANALYSIS

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

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

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

DATA SOURCES

This section describes how CUNY prepares data for this report.

Employee Data

On June 28, 2021, we extracted data on full-time employees active as of June 1, 2021 from CUNY’s system of record, CUNYfirst. We include individuals on most paid leaves, including medical leave and fellowship/sabbatical leave. We do not include individuals on terminal leaves such as retirement leave, student workers (including Graduate Assistants) or individuals employed separately by CUNY’s Research Foundation.

We invite employees to self-identify gender, race/ethnicity, veteran status, and disability status. Employees may update selections at any time on an Employee Self-Service portal. We last conducted a self-identification canvas in May 2018 via email. We provided a FAQ document to explain the reasons for collecting this data, and stressed that providing it is voluntary.

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

Self-Identification Categories

We use the following categories to evaluate representation by race/ethnicity for the federal Affirmative Action plan:

- Total Minorities (all groups other than White, reported as a single category). All reports issued by the Office of Diversity, Compliance and Equity Initiatives (ODCEI) use the terms Underrepresented Groups or Historically Underrepresented Groups in lieu of “Total Minorities.”
- Asian (consolidates Asian, Hawaiian, and Other Pacific Islander)
- Black/African American

- Hispanic/Latino
- White (not a protected group).

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

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

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

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

We use federally mandated gender categories of male and female for purposes of this plan. Our system captures non-binary general identification, but only individuals specifically identifying as “female” are included in the federally protected gender category. Baruch College ODCEI complies with the New York State Human Rights Law and the New York City Human Rights Law.

Of 1,179 employees, all employees identified a gender, and 1 employee did not identify a valid race/ethnicity category. Anyone who did not specify a gender and/or ethnicity is included in the Workforce Analysis but not assigned to a protected group. 686 employees did not identify a veteran status and 1,056 did not identify a disability status. Disability and veteran status are priorities for future self-identification campaigns.

Labor Market Source Data

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

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

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

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

WORKFORCE ANALYSIS

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

You may comment on issues and findings, as needed, any reviews with management, and any actions taken. Some colleges insert a chart of the percentage of females and minorities (also identified by Baruch College ODCEI as women and people from underrepresented groups) by department.

589 or 49.957% of employees (staff and faculty) identify themselves as women and 590 or 50.042% identify themselves as men.

a. Of the above employees who identify themselves as women, 336, or 57.045% identify themselves as belonging to one of the “minority” groups (also identified by Baruch College ODCEI as people from underrepresented groups).

b. Of the above employees who identify themselves as men, 288, or 48.813% identify themselves as belonging to one of the “minority” groups (also identified by Baruch College ODCEI as people from underrepresented groups).

c. The total number of those who identify themselves in the “minority” group as females (also identified by Baruch College ODCEI as women and people from underrepresented groups) exceed those who identify themselves as males in the “minority” group by 48 (also identified by Baruch College ODCEI as people from underrepresented groups)

d. 624 or 52.926% identify themselves as belonging to one of the “minority” groups (also identified by Baruch College ODCEI as people from underrepresented groups) and 504, or 42.748% identify themselves as being “White” (and not “Italian”). Thus, the total number of employees who identify themselves as being part of a “minority” group (also identified by Baruch College ODCEI as women and people from underrepresented groups) exceed the number of employees who identify themselves as being “White” (and not “Italian”) by 120.

e. 50 or 4.240 % of the staff identify themselves as Italian American; 22 or 44% of those in this group, identify themselves as female and 28 or 56% as males.

JOB GROUPS, DISCIPLINES, AND MARKET DATA

Job Groups

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

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

Baruch College

Total Employees: 1,178

Executive/Administrative/Managerial

Job Group	Ttl Empls	Female #	Female %	Minority #	Minority %
Admin 1: Executive	30	17	56.7%	10	33.3%
Admin 2: Managerial	153	111	72.5%	66	43.1%
Managerial: Facilities	1	0	0.0%	0	0.0%
Managerial: Info Tech	3	0	0.0%	3	100.0%
Managerial: Security	3	1	33.3%	3	100.0%

Professional Faculty

Job Group	Ttl Empls	Female #	Female %	Minority #	Minority %
Faculty: Professoriate	416	159	38.2%	130	31.3%
Faculty: Librarian	19	8	42.1%	10	52.6%
Faculty: Lecturer	57	21	36.8%	15	26.3%

Professional Non-Faculty

Job Group	Ttl Empls	Female #	Female %	Minority #	Minority %
Accountant: Professional	5	5	100.0%	4	80.0%
Admin 3: Professional	203	149	73.4%	143	70.4%
Admin 5: Engineer-Architect	2	0	0.0%	2	100.0%
Info Tech: Professional	26	7	26.9%	23	88.5%

Administrative Support Workers

Job Group	Ttl Empls	Female #	Female %	Minority #	Minority %
Accountant: Assistant	5	5	100.0%	5	100.0%
Administrative Assistant	20	16	80.0%	14	70.0%
Office Assistant	38	34	89.5%	29	76.3%
Mail Services Worker	3	0	0.0%	3	100.0%

Technicians

Job Group	Ttl Empls	Female #	Female %	Minority #	Minority %
Admin 4: College Lab Technician	6	4	66.7%	2	33.3%
Broadcast-Media	3	0	0.0%	3	100.0%
Info Tech: Technician	1	1	100.0%	1	100.0%

Craft Workers

Job Group	Ttl Empls	Female #	Female %	Minority #	Minority %
Skilled Trades: Supervisory	3	0	0.0%	1	33.3%
Skilled Trades: Not Supervisory	15	0	0.0%	3	20.0%
Laborers and Helpers	2	0	0.0%	1	50.0%
Basic Crafts-Buildings and Grounds	10	0	0.0%	6	60.0%

Service Workers

Job Group	Ttl Empls	Female #	Female %	Minority #	Minority %
Campus Public Safety Sergeant	11	2	18.2%	10	90.9%
Campus Peace Officer	34	10	29.4%	34	100.0%
Campus Security Assistant	28	9	32.1%	26	92.9%
Custodial: Supervisory	12	2	16.7%	11	91.7%
Custodial: Assistant	69	28	40.6%	65	94.2%

Summary for Professorial Rank Faculty by Title and Tenure Status

June, 2021

Baruch College

Total Professorial Faculty: 416

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

Title	Ttl Empls	Female #	Female %	Minority #	Minority %
Visiting Professor	1	0	0.0%	1	100.0%
Visiting > = 50%	1	0	0.0%	1	100.0%
Asst Professor	108	44	40.7%	53	49.1%
Substitute >=6 Mo Or Prior Ben	3	2	66.7%	0	0.0%
Tenured	4	0	0.0%	1	25.0%
Track Tenure	101	42	41.6%	52	51.5%
Assc Professor	140	57	40.7%	48	34.3%
Tenured	134	56	41.8%	45	33.6%
Track Tenure	6	1	16.7%	3	50.0%
Professor	161	55	34.2%	28	17.4%
Tenured	161	55	34.2%	28	17.4%
Dist Professor	6	3	50.0%	0	0.0%
Instructors and others PSC	6	3	50.0%	0	0.0%

Academic Disciplines

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

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

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

Labor Market Availability

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

UTILIZATION ANALYSIS

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

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

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

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

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

Year-to-year variations in underutilization arise from a combination of changes in availability, hires,

advancements, and separations. It is usually not possible to pinpoint a single, direct cause. In job groups with small numbers of employees, results may change substantially with small staffing changes.

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

Baruch College

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

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

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

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

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

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

Executive/Administrative/Managerial

Total Staff	Female	Total Minority	Asian/Nat Haw./OPI	Black/AfricanAm	Hispanic/Latino
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Admin 1: Executive

2021	30				
2020	33				
2019	33				

Admin 2: Managerial

2021	153			6	
2020	152				
2019	155			7	

Professional Non-Faculty

Total Staff	Female	Total Minority	Asian/Nat Haw./OPI	Black/AfricanAm	Hispanic/Latino
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Accountant: Professional

2021	5			2	
2020	5			2	
2019	6			2	

Admin 3: Professional

2021	203				
2020	207				
2019	199				

Info Tech: Professional

2021	26	4			
2020	26	4			
2019	25	4			

Administrative Support Workers

Total Staff	Female	Total Minority	Asian/Nat Haw./OPI	Black/AfricanAm	Hispanic/Latino
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Accountant: Assistant

2021	5				
2020	6				
2019	7				

Administrative Support Workers

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

2021	20					
2020	20					
2019	21					1

Office Assistant

2021	38					
2020	44					
2019	53					

Technicians

	Total Staff	Female	Total Minority	Asian/Nat Haw./OPI	Black/ AfricanAm	Hispanic/ Latino
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Admin 4: College Lab Technician

College Lab Tech: Science, Tech, Eng.

2020	5					1
2019	5					1

Craft Workers

	Total Staff	Female	Total Minority	Asian/Nat Haw./OPI	Black/ AfricanAm	Hispanic/ Latino
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Basic Crafts-Buildings and Grounds

2021	10	2		1		
2020	10	2		1		
2019	12	2		1	1	

Skilled Trades: Not Supervisory

2021	15		4		2	2
2020	18		5		2	3
2019	23		7		3	4

Service Workers

	Total Staff	Female	Total Minority	Asian/Nat Haw./OPI	Black/ AfricanAm	Hispanic/ Latino
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Campus Peace Officer

2021	34			2		
2020	36			2		
2019	34			2		

Campus Public Safety Sergeant

2021	11			1		
2020	11			1		
2019	10	1				

Campus Security Assistant

Service Workers

	Total Staff	Female	Total Minority	Asian/Nat Haw./OPI	Black/AfricanAm	Hispanic/Latino
Campus Security Assistant						
2021	28					
2020	29					
2019	33					
Custodial: Assistant						
2021	69					
2020	72					
2019	77					
Custodial: Supervisory						
2021	12	2		1		
2020	12	2		1		
2019	10			1		

Baruch College

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

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

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

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

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

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

Faculty: Professoriate

Total Staff	Female	Total Minority	Asian/Nat Haw./OPI	Black/ African Am.	Hispanic/ Latino
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Biological and Biomedical Sciences AND Physical Sciences

2021	24	3	2	1		
2020	24	3	3	1		1
2019	23	3	2	1		1

Business, Management, Marketing and Support

2021	121	11			24	3
2020	127	13			25	3
2019	129	13			26	3

Communications, Journalism, and Related

2021	26					1
2020	26		2			1
2019	26		2			1

English Language and Literature/Letters

2021	33	5				
2020	35					
2019	38					

Foreign Languages, Literatures, and Linguistics

2021	15	4				
2020	15	3				
2019	15	3				

History

2021	13					
2020	13					
2019	13					

Legal Professions and Studies

2021	13		4	1	1	1
2020	13		4	1	1	1
2019	14		4	1	1	2

Faculty: Professoriate

Mathematics and Statistics

	Total Staff	Female	Total Minority	Asian/Nat Haw./OPI	Black/ African Am.	Hispanic/ Latino
2021	57					
2020	58				1	
2019	57				1	

Philosophy and Religious Studies

	Total Staff	Female	Total Minority	Asian/Nat Haw./OPI	Black/ African Am.	Hispanic/ Latino
2021	7	2				
2020	6	2				
2019	6	2				

Psychology

	Total Staff	Female	Total Minority	Asian/Nat Haw./OPI	Black/ African Am.	Hispanic/ Latino
2021	22	7			1	1
2020	22	7	1		1	1
2019	23	7	2		1	1

Public Administration

	Total Staff	Female	Total Minority	Asian/Nat Haw./OPI	Black/ African Am.	Hispanic/ Latino
2021	42	11			7	
2020	41	12			6	
2019	39	10			6	

Social Sciences

	Total Staff	Female	Total Minority	Asian/Nat Haw./OPI	Black/ African Am.	Hispanic/ Latino
2021	24	2				
2020	26					1
2019	26					1

Visual and Performing Arts

	Total Staff	Female	Total Minority	Asian/Nat Haw./OPI	Black/ African Am.	Hispanic/ Latino
2021	16				1	1
2020	15				1	1
2019	15				1	1

Faculty: Librarian

Library (Librarians/Non-Teaching)

	Total Staff	Female	Total Minority	Asian/Nat Haw./OPI	Black/ African Am.	Hispanic/ Latino
2021	18	8				
2020	21	8				
2019	21	7				

Faculty: Lecturer

Business, Management, Marketing and Support

	Total Staff	Female	Total Minority	Asian/Nat Haw./OPI	Black/ African Am.	Hispanic/ Latino
2021	21		3	2		1
2020	22		3	1		1
2019	21		3	2		1

Faculty: Lecturer

	Total Staff	Female	Total Minority	Asian/Nat Haw./OPI	Black/African Am.	Hispanic/Latino
English Language and Literature/Letters						
2021	5	3				1
2020	5	4				1
Mathematics and Statistics						
2021	9	2	3	2	1	1
2020	12	2	4	2	1	1
2019	10	1	4	2	1	1
Public Administration						
2021	8		3	1	1	1
2020	8		3	1	1	1
2019	9		3	1	1	1

Utilization, Underutilization, and Placement Goals

Job groups where there is no underutilization - This area includes the following gender and race/ethnicities - Asian (consolidates Asian, Hawaiian, and Other Pacific Islander) Black/African American and Hispanic/Latino.

Faculty	Staff
History (Professoriate) Mathematics and Statistics (Professoriate)	Administration 1 (Executive) Administration 3 (Professional) Accountant: Assistant Administrative Assistant Office Assistant Campus Security Assistant Custodial: Assistant

Reductions in underutilization (Changes from 2020 – 2021)

Faculty	Staff
<p>Professorial category</p> <p>Biological and Biomedical Sciences and Physical Sciences reduced underutilization of Total Minority (also identified by Baruch College ODCEI as people from underrepresented groups) and Hispanic/Latino from 1 to 0.</p> <p>Business, Management, Marketing and Support reduced underutilization of Females (Women) from 13 to 11 and Black/African Am. from 25 to 24.</p> <p>Communications, Journalism, and Related reduced underutilization of Total Minority (also identified by Baruch College ODCEI as people from underrepresented groups) from 2 to 0.</p> <p>Mathematics and Statistics reduced underutilization of Black/African Am. from 1 to 0.</p> <p>Psychology reduced underutilization of Total Minority (also identified by Baruch College ODCEI as people from underrepresented groups) from 1 to 0.</p>	<p>Skilled Trades: Not Supervisory reduced underutilization of Total Minority and Hispanic/Latino from 1 to 0.</p>

Public Administration reduced underutilization of Females (Women) from 12 to 11.	
Social Sciences reduced underutilization of Hispanic/Latino from 1 to 0.	
Lecturer	
English Language and Literature/Letters reduced underutilization of Females (Women) from 4 to 3.	

OTHER ANALYSES

Personnel Activity

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

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

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

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

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

Appendix F provides details of faculty receiving tenure/CCE status effective during the past plan

year, covering those awarded tenure, hired with tenure (includes faculty rehired after long-term leaves), and denied tenure.

Appendix F reports that 19 faculty members and 1 college laboratory assistant have gained tenure effective September 1, 2020. The 19 faculty members consist of 16 associate professors and 3 lecturers. Out of the 19 faculty members, 6 were women and 13 were males. Additionally, out of the 19 faculty members 7 belonged to historically underrepresented groups. Among these 7, 2 were Black/African American, 3 were Hispanic/Latino and 2 were Asian/Nat.Haw./Other Pac. The college laboratory assistant who received tenure was a Black/African American woman.

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

Appendix F reports a total of two employees who have received search waivers this plan year. The two employees were both women and one of the employees was Hispanic/Latino.

Recruiting Activity

CUNY is committed to equitable practices to recruit a diverse and highly qualified workforce. The Chief Diversity Officer reviews applicant data and recruiting outcomes to determine if there is a need to adjust recruiting and outreach plans.

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

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

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

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

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

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

The previous Affirmative Action Plan did not include 10 hires for the reporting period. This was due to delays in the entering of closing dates in the CUNYfirst system. The plan for the previous reporting period has been amended to reflect the additional 10 hires. In this Affirmative Action plan, due to the aforementioned delays in the entering of closing dates into the CUNYfirst system, the Office of Diversity Compliance and Equity Initiatives (ODCEI) included searches certified between the plan year dates of 6/1/2020 - 5/31/2021.

Due to Covid and the CUNY hiring freeze, the number of searches the College conducted was significantly reduced. During the previous reporting period, there were a total of 60 job openings, and this reporting period there were 10. Additionally, there was a significant decrease in the number of applicants who applied for the College’s job openings. This reporting period yielded 594 applicants who responded to the College’s job announcements, which is less than the previous year. During the previous year, the College’s job openings yielded 5,056 applicants. Lastly, in the previous plan year, the College made 52 hires and this plan year the College made 10.

	2020-2021	2019-2020	2018-2019
Total number of job openings	10	60	68
Total number of jobs filled	10	59	65
Total number of applicants for all jobs	594	5,056	3,935
Total number of applicants hired	10	52	67

Civil Service Hiring

We participated in 2 university-wide hiring pools for Classified Civil Service vacancies. Applicants who are pre-qualified based on an examination score indicate their interest in working at one or more units, and each establishment interviews and hires according to Civil Service regulations. We report those applicants expressing an interest in our unit at the hiring pools. CUNY’s Office of Human Resources Management administers and validates Civil Service examinations and maintains records of applicants and exam results.

Campus Security Assistant – 1 hire
 Mail Message Service Worker – 1 hire

Compensation

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

The Chief Diversity Officer reviews overall practices such as:

- Setting of Starting Salaries
- Performance-Based Pay
- Pay Increases Upon Promotion
- Tracking of Compensation Decisions
- Document Retention

Assignment of Overtime/Additional Assignments.

PART THREE: ACTION-ORIENTED PROGRAMS

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

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

PRIOR-YEAR PROGRAMS

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

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

Summary of Campus Programs, 2020-2021

Program	Impact/Job Group
<p>Presidential Task Force on Diversity, Equity and Inclusion (PACDEI): PACDEI acts as the consultative body and a sounding board for the President and his leadership team. To that end, PACDEI seeks to engage the campus community in various ways to conceive a long-term vision for building and strengthening a culture of diversity, inclusion, and equity at Baruch College. Council members are drawn from across the College so that they may serve as ambassadors to the community.</p>	<p>All of the listed groups and programs helped foster a climate of inclusion. Furthermore, some of the programs help inform the campus community about racial justice and fairness issues.</p>
<p>Presidential Advisory Council on Diversity, Equity and Inclusion Campus - Listening Sessions: The Community Listening Session group discussions are to assess the experiences of various constituents across the campus community, in order to identify</p>	

Program	Impact/Job Group
<p>themes through the voices of stakeholders, to help inform recommendations the Council will put forward to the President. The purpose of these sessions was to:</p> <ul style="list-style-type: none"> • Gain an understanding of multiple members of the Baruch community including faculty, staff, students, from a range of identities, experience diversity, equity, and inclusion (DEI) • Educate the Baruch College community on DEI issues to inform future collegewide policies and practices <p>More than 40 Listening Sessions took place during the month of March 2021 to engage the voices and experiences of the College’s diverse stakeholders.</p>	
<p>Diversity, Equity and Inclusion Inventory Survey of Faculty, Staff and Students: In Fall 2020, the Presidential Advisory Council on Diversity, Equity, and Inclusion issued a survey to faculty, staff, and students to assess the various committees, programs and curriculum related to diversity, equity and inclusion. The data is under review and informs the creation of a DEI inventory for future reference.</p>	
<p>Baruch Diversity Equity and Inclusion Incubator Team: The Baruch DEI Incubator Team was convened in AY20-21 to participate in the CUNY’s DEI Incubator. Baruch College is one of the four CUNY schools selected as the first cohort of CUNY’s Diversity, Equity and Inclusion (DEI) Incubator. The CUNY Diversity, Equity and Inclusion (DEI) Incubator is run by the Center for Ethnic, Racial and Religious Understanding (CERRU) at Queens College. Created in 2019 with a \$500,000 grant from the New York City Council, the DEI Incubator</p>	

Program	Impact/Job Group
<p>develops programmatic training for CUNY staff and faculty to build skills in the areas of bias recognition and mediation as well as cross-cultural communication skills, while promoting dialogue between diverse groups on individual campuses.</p>	
<p>Marxe Diversity Committee - The Marxe School Diversity Committee developed a workplan for AY20-21 with four priorities to:</p> <ul style="list-style-type: none"> • Increase tenure track faculty and staff diversity at the Marxe School, with a focus on recruiting and retaining people from historically underrepresented communities. • Remove barriers to entry for historically underrepresented groups, so we can truly prepare the next generation of change agents; • Develop and implement curricula grounded in principles of racial equity; and • Actively work with people from marginalized and historically underrepresented communities, in New York City and beyond, to achieve social justice and equal justice under the law. 	
<p>Zicklin Diversity, Equity, and Inclusion (DEI) Task Force (Ongoing) (Zicklin School of Business): Since its formation in summer 2020, the Task Force has engaged in serious conversations about ways to combat racial inequity and improve our ability to incorporate a racially literate lens into the Zicklin community. During AY21 the Taskforce has accomplished the following:</p>	

Program	Impact/Job Group
<ul style="list-style-type: none"> • Faculty and staff have received professional development training from the nonprofit group Pollyanna Inc., helping enhance cultural competencies and better understand the impact of race at the Zicklin School • Faculty also completed a seminar in inclusive pedagogy, led by the Bernard L. Schwartz Communication Institute at Baruch College. The training was designed to help professors develop new teaching materials, classroom strategies, and a community of colleagues invested in creating and supporting a School-wide culture of equity, inclusion, diversity, and learning for all. • At the fall 2020 undergraduate orientation, students attended a DEI session led by Monarch Productions, a unique DEI consulting firm that uses humor to inspire, motivate, and strengthen community connections. • The Full-Time MBA student orientation included a DEI workshop that was facilitated by a seasoned chief diversity officer who is an expert in diversity recruitment and retention in both academic and professional settings. • On the doctoral level, the partnership with the PhD Project Research Symposium continues. Next spring, African-American, Latinx, and Native American doctoral candidates from non-CUNY institutions will have the opportunity to receive feedback on their dissertations from Zicklin professors. This will also give our faculty the chance to widen their network of possible candidates to consider when 	

Program	Impact/Job Group
hiring at the Zicklin School.	
<p>CURB Meetings: The Baruch "Coalition to Undo Racism at Baruch" is a monthly meeting for administrators, faculty and staff who have attended the Undoing Racism Workshop and wish to continue connecting about the workshop and anti-racist work on campus.</p>	
<p>A Walk in My Shoes: A Conversation with Black Sons and Fathers: The Robert C. Weaver Society, in collaboration with the Black Male Initiative at Baruch College, held a panel composed of Black father/son dyads who explored the experiences of Black males. In particular, Black men shared their inter-generational knowledge of raising and/or growing up as Black men in America and surviving racial adversity (racism, microaggressions, stereotyping, bias, etc.) while building resilience.</p>	
<p>Baruch Leadership Panel: A panel featuring women leaders from Baruch who will share their experiences and professional journeys.</p>	
<p>Carnival/Carnaval! Celebrating the Great Afro-Latinx Tradition in the Americas: Carnival (known as Carnaval in Brazil and in Spanish-speaking Latin American countries) is one of the most colorful, joyous, and fascinating traditions of Latin America and the Caribbean. It is also one of the most important contributions of the Afro-Latinx and Afro-Caribbean communities to the region. Baruch professors Tshombe Miles, Rojo Robles (Department of Black and Latinx Studies) and Gisele Regatao (Department of Journalism and the Writing Professions) discussed the origins, traditions, and impact of the great Afro-Latinx Carnival/Carnaval tradition in the Americas. This event was</p>	

Program	Impact/Job Group
<p>hosted by The Initiative for the Study of Latin America (ISLA).</p>	
<p>SHE WROTE THE BOOK: Celebrating Sor Juana Inés de la Cruz and her Legacy - Sor Juana Inés de la Cruz, poet, dramatist, scholar, nun, feminist, and most importantly: “the worst of them all.” She is known as one of the first Latin American feminists, a woman who challenged the traditional gender roles of her day to pursue the literary life of the mind that she dreamed for herself. Like many other iconic Latin American women creators, her fascinating life is reflected in her artwork. In partnership with The Initiative for the Study of Latin America, Baruch College (ISLA) presented SHE WROTE THE BOOK: Celebrating Sor Juana and her Legacy, a conversation among literary and translation scholars and writers to discuss how Sor Juana Inés and her legacy inspired other Latin American and Caribbean women writers, and women in other artistic fields in the region, and the world. The conversation was led by a Baruch College Faculty, Professor Elena Martinez.</p>	
<p>Imposter Phenomenon: Reclaiming Your Confidence: The Imposter Phenomenon is a systemic issue that affects the lives of countless people; however, many are oblivious to the problem. Women, especially non-cis folks of color, are constantly questioning their intelligence, skills, and achievements as a result of this pervasive issue. An event led by Baruch’s Counseling Center and the Graduate Center explaining the systemic roots of the imposter phenomenon. Working with groups to find a solution and to raise awareness.</p>	

Program	Impact/Job Group
<p>WHM Opening Ceremony: Transforming Struggles into Art: A “Tiny Zoom Concert”: This year’s Women’s History Month theme, Overcoming Obstacles! speaks directly to the experience of women artists in Latin America and the Caribbean. The rich and diverse cultures of the region owe a tremendous debt to these creative and resilient women who mastered the magic of transforming their struggles into art. As part of the Opening Ceremony for Women’s History Month at Baruch, The Initiative for the Study of Latin America, Baruch College (ISLA) presented a “tiny Zoom concert” and conversation with Yancy Abril.</p>	
<p>Senator Event: Senator John C. Liu: Senator Liu was the first Asian American New York City Council member and Comptroller, and one of the first two Asian Americans elected to the New York State Senate. The event was sponsored by Baruch’s Office of Student Life.</p>	
<p>APIDA Professional Panel Event: A discussion with APIDA business leaders on the route they took to arrive at their current positions. The discussion focused on the challenges and rewards of climbing the professional ladder and the work they had to put in to launch themselves to the vanguard of their fields. The event was sponsored by Baruch’s Office of Student Life.</p>	

2021-2022 PLANNED PROGRAMS

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

Planned Campus Programs, 2021-2022

Program	Expected Impact/Job Group
<p>Latinas in Activism: An event highlighting the involvement and impact of Latinas in social, political, and environmental activism, in an effort to give recognition to them and inspire others to empower themselves through advocacy and activism within their own communities. Sponsored by: Baruch's Office of Student Life.</p>	
<p>Culture Share: Celebrating Latinx Voices A culture share around Latinx cultures. A discussion about the countries and cultures participants feel connected to, and how that has impacted their life. Sponsored by: Baruch's Office of Student Life.</p>	
<p>You Better Work! LGBTQIA+ Professional Panel: Event open to all CUNY faculty, staff and students. A panel where professionals will share their experiences being out as LGBTQIA+ in the workplace. Topics will include how to create a resume that adequately represents who you are, finding a workplace that supports who you are, and how to foster a greater sense of community in the workplace. Sponsored by: Baruch's LGBTQIA+ History Month Committee, Baruch's Starr Career Development Center, Graduate Pride Society, Zicklin's MBA Club, and Baruch's Office of Student Life.</p>	
<p>Pride in Technology – LGBTQ+: Baruch's Starr Career Center will celebrate National Coming Out Day with tech professionals from Bloomberg LP, Credit Suisse and Infor. LGBTQ+ professionals will share their experiences in the workplace and in the field of technology.</p>	
<p>Exploring Gender Identity: Have you been looking to get more involved in the trans community? Or, perhaps, to learn more</p>	

Program	Expected Impact/Job Group
<p>about it? Maybe you’ve been trying to form a connection with your own gender identity or are attempting to understand what gender identity could mean for you? An informative community-building event to learn about and discuss these matters further. Sponsored by: Baruch's Office of Student Life.</p>	
<p>Sandra Kahn Wasserman Jewish Studies Center Film Series: Co-sponsored by the Department of Black and Latino Studies; ISLA, the Initiative for the Study of Latin America; and Baruch Performing Arts Center (BPAC), this film series offers free, 48-hour streaming of the following films: Leona and Mr. Kaplan.</p>	
<p>BLS Open House: Hosted by Baruch’s Black and Latinx Studies (BLS) Department. Student leaders and Black and Latino Studies department faculty will discuss the new podcast, Latinx Visions, the proposed major, and more.</p>	

ONGOING ACTIVITIES

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

CUNY utilizes an on-line training program for faculty and staff on sexual harassment prevention and workplace violence prevention; we regularly review training records and follow-up with individuals who have not participated.

INTERNAL AUDIT AND REPORTING

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

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

- Monitoring personnel actions, including new hires, transfers, promotions, and terminations
- Monitoring employee self-identification programs
- Reviewing recruiting outreach and advertising
- Monitoring complaints/incident reports which may indicate underlying trends
- Reviewing personnel practices and the Affirmative Action Plan with management
- Advising management of program effectiveness and providing recommendations for improvement.

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

PART FOUR: INDIVIDUALS WITH DISABILITIES AND PROTECTED VETERANS

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

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

EQUAL OPPORTUNITY AND NON-DISCRIMINATION POLICY

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

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

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

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

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

<https://www.cuny.edu/about/administration/offices/legal-affairs/policies-resources/equal-opportunity-and-non-discrimination-policy/>

<https://www.cuny.edu/wp-content/uploads/sites/4/page-assets/about/administration/offices/legal-affairs/policies-resources/Sexual-Misconduct-Policy.pdf>

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

REVIEW OF PERSONNEL PROCESSES

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

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

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

CUNY maintains appropriate security measures for confidentiality of personal data.

We last conducted a self-identification campaign in 2018.

REVIEW OF PHYSICAL AND MENTAL QUALIFICATIONS

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

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

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

REASONABLE ACCOMMODATIONS

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

The contact for accommodation requests is:

Name: Andrea Caviness

Title: Executive Director of Human Resources

Phone: 646-312-6596

Email: Andrea.Caviness@baruch.cuny.edu

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

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

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

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

While recognizing requests may be resolved through dialogue, this year we documented 26 employee accommodation requests and all were successfully concluded. At this time there are no outstanding appeals. We have not received any job applicant accommodation requests.

Baruch's Campus Facilities Office upgraded campus facilities to improve access in the Lawrence and Eris Field Building (17 Lexington Avenue) and the Administrative Building (135 East 22nd Street). The office is currently managing projects in The Information Technology Building and the Newman Vertical Campus (One Bernard Baruch Way/ 55 Lexington Avenue).

Baruch's Computing and Technology Center required that all pages meet CUNY and federal standards for accessibility and provided mandatory web accessibility training for all the College's web content editors.

Student Disability Services has made purchases of software and devices to provide improved services to Baruch.

The Lawrence and Eris Field Building at 17 Lexington Avenue

Baruch's Campus Facilities Office completed the 17 Lex phase 1a project which provides ADA access directly from Lexington Avenue. The new lobby has push-activated doors with an ADA compliant ramp and handrails. Phase 2 of the project will provide ADA restrooms on the 1st floor and ADA access from 22nd street. There will be compliant restrooms located on the 6th and 7th floors.

Administrative Building 135 East 22nd Street

Baruch's Campus Facilities Office is currently constructing new ADA compliant public restrooms in Baruch's Administrative Building. ADA compliant public restrooms on the 8th and 10th floor are now completed.

Information and Technology Building (151 East 25th Street) and Newman Vertical Campus (One Bernard Baruch Way/ 55 Lexington Avenue)

The first floor of the Information Technology Building and the third floor of the Newman Vertical Campus will receive new compliant restrooms. The estimated completion of the restrooms is spring of 2022. Additionally, Baruch's Campus Facilities Office has started construction of the Information and Technology Building and Newman Vertical Campus door project. This project will provide new ADA compliant doors and will upgrade the lobby of the Information Technology Building.

Accessibility of the Baruch College Web Site

When the College's website migrated to WordPress in 2020, Baruch required that all pages meet CUNY and federal standards for accessibility before going live. To ensure that the site remains accessible Baruch Computing and Technology Center (BCTC) instituted mandatory web accessibility training for all the College's web content editors. The training must be completed before a content editor receives rights in WordPress. In March and April 2021 BCTC and The Office of Communications, Marketing & Public Affairs held 7 training sessions to provide approximately 120 web content editors with the fundamentals of web accessibility. The training is repeated once per month for new content editors and as a refresher.

Remote Access to Student Computer Labs

Baruch Computing and Technology Center launched a method for students to access the computers in the main student computer lab remotely. This provides access from anywhere to all the software installed on those computers 24x7. In the past year, BCTC upgraded all computers (PCs & MACs) which will allow the latest assistive technologies to operate smoother with their latest upgrades and features. Additionally, BCTC purchased new Android & Apple IOS tablets, where their native assistive technologies are improved.

Student Disability Services

Purchases and upgrades

Baruch's Student Disability Services upgraded their Dragon Naturally Speaking software which includes improved speech recognition. This software is used by students with learning and cognitive disabilities and to those with mobility impairments. Additionally higher quality microphones were purchased to improve speech input when using the software.

Livescribe Pens: The pens are used by students with a variety of disabilities to take class notes in person and via distance education. The Livescribe Pens record what is being said and links the recording to the student's corresponding hand-written notes.

New models of the UbiDuo: This device is used to accommodate people who are deaf, hard of hearing and those who have difficulty communicating with speech or cannot speak at all.

Glean software licenses were acquired: This software allows students with a variety of disabilities to record their notes on the computer and link their type-written notes to the audio recording.

Read & Write software licenses were acquired: This software assists students with cognitive and learning disabilities with comprehension during the reading and writing process.

HARASSMENT PREVENTION

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

EXTERNAL POLICY DISSEMINATION

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

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

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

OUTREACH AND POSITIVE RECRUITING

Ongoing efforts include:

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

INTERNAL POLICY DISSEMINATION

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

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

IMPLEMENTATION RESPONSIBILITY

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

The President

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

504/ADA Coordinator

As 504/ADA Coordinator, (Name): Andrea Caviness

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

504/ADA Committee

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

- Andrea Caviness, Executive Director of Human Resources
- Joy Allison, Interim Director, New Student & Family Program
- Kenya Lee, Chief of Staff
- Michael Richichi, Assistant Vice President of Information Technology and Deputy Chief Information Officer
- Olga Dais, Assistant Vice President, Executive Legal Counsel and Labor Designee
- Patricia Fleming, Director for Student Disability Services
- Rusudan Chitaia, Associate Director of Finance and Administration

Other Officials

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

University Management

CUNY's Office of Recruitment and Diversity manages systems that capture self-identification data and provides data support to the campuses. The Office also administers CUNY's 55(a) program to

provide opportunities in Civil Service positions to Individuals with Disabilities.

TRAINING

We assure individuals involved with recruitment, selection, promotion, disciplinary actions, training, and similar activities receive an orientation on relevant rules and regulations and the Affirmative Action Plan. The Diversity Coordinator attended all of these training courses.

AUDIT AND REPORTING SYSTEM

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

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

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

BENCHMARK COMPARISONS

Staffing

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

There is no federal benchmark for Veteran utilization.

Hiring Rates

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

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

Exhibit: Benchmark Comparisons for Veterans and Individuals with Disabilities

Veterans Hiring Rate Benchmark

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

Factor	2020-2021	2019-2020	2018-2019
A. Number of applicants who self-identified as Veterans before an offer of employment is made	8	92	45
B. Total number of job openings	10	60	68
C. Total number of jobs filled	10	59	65
D. Total number of applicants for all jobs	594	5,056	3,935
E. Number of Veteran applicants hired	1	2	0
F. Total number of applicants hired	10	63	68
Hiring Rate (E divided by F)	10%	3.17%	0%
Federal Benchmark	5.6%	5.7%	5.9%
Benchmark Met (Yes/No)	Yes	No	No

Hiring Rate, Individuals with Disabilities

There is no recommended hiring benchmark for Individuals with Disabilities.

Factor	2020-2021	2019-2020	2018-2019
A. Number of applicants who self-identify as Individuals with Disabilities before an offer of employment is made	37	219	121
B. Total number of job openings	10	60	68
C. Total number of jobs filled	10	59	65
D. Total number of applicants for all jobs	594	5,056	3,935
E. Number of Individuals with Disabilities hired	0	2	2
F. Total number of applicants hired	10	63	67
Hiring Rate (E Divided by F)	0%	3.17%	2.94%

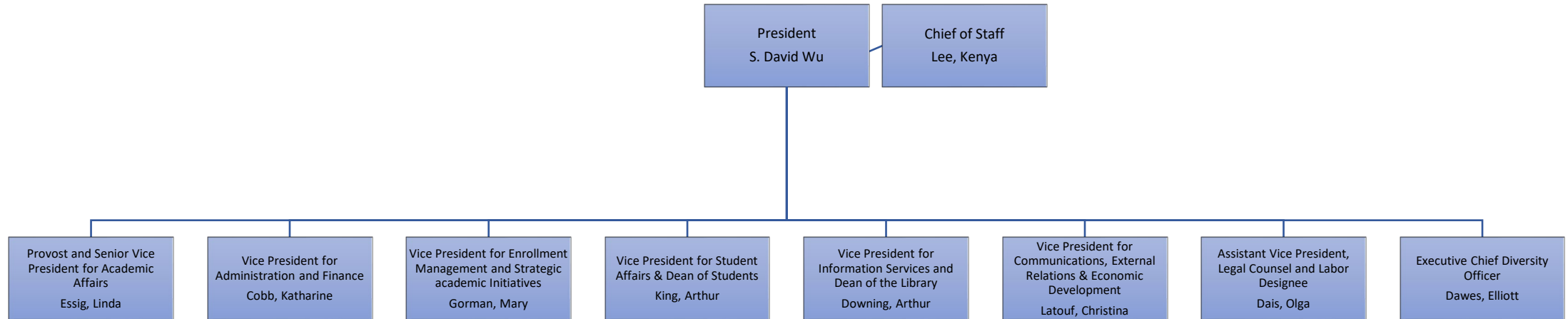
APPENDICES

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

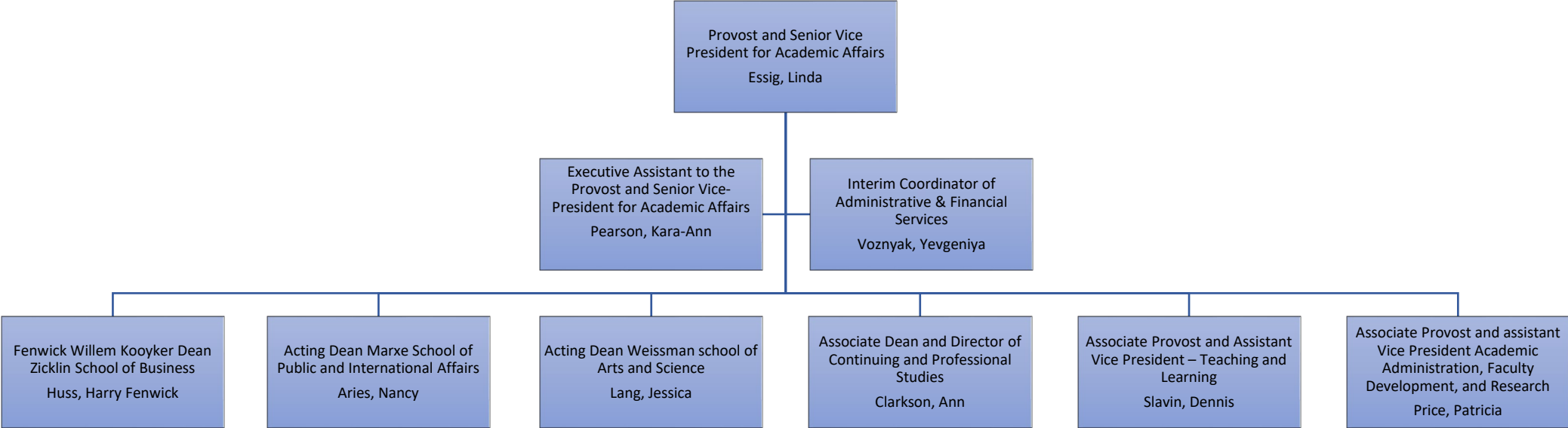
Appendix A Organization Chart

This Appendix contains a summary organization chart.

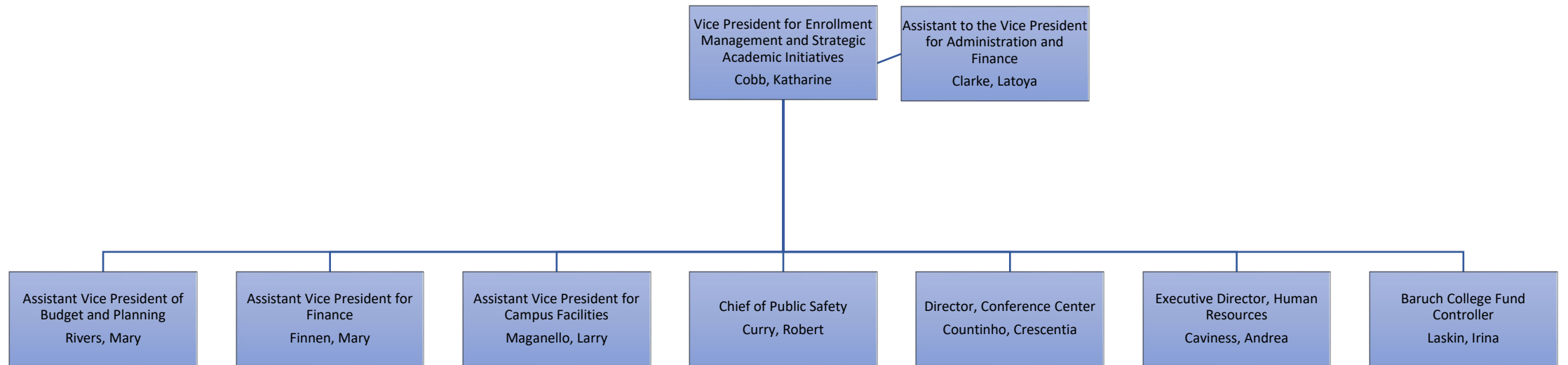
President Direct Reports



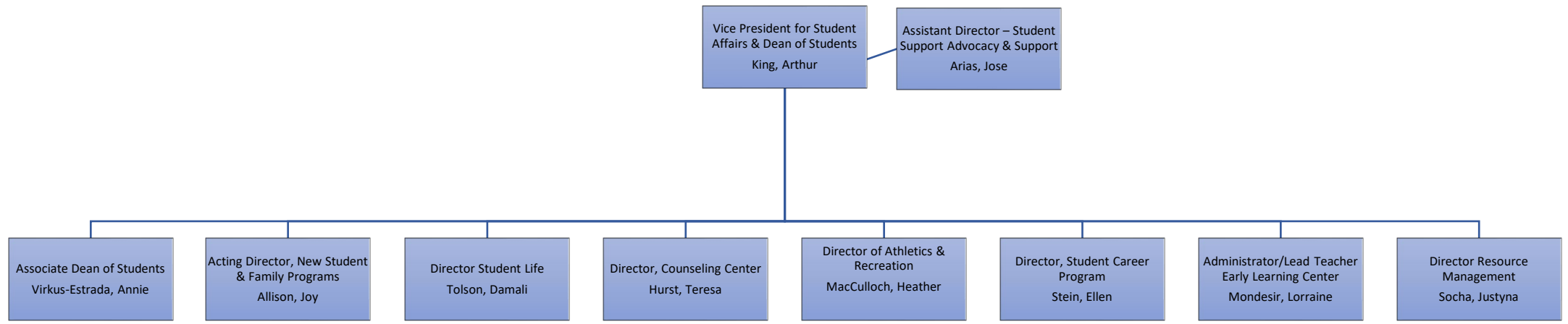
Provost Direct Reports



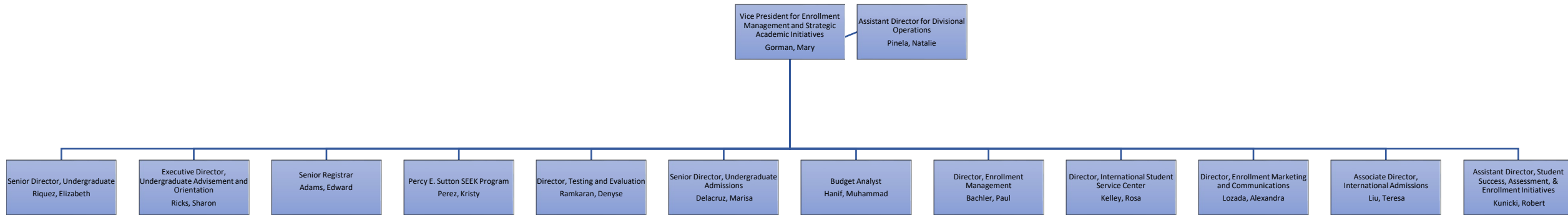
Administration and Finance Direct Reports



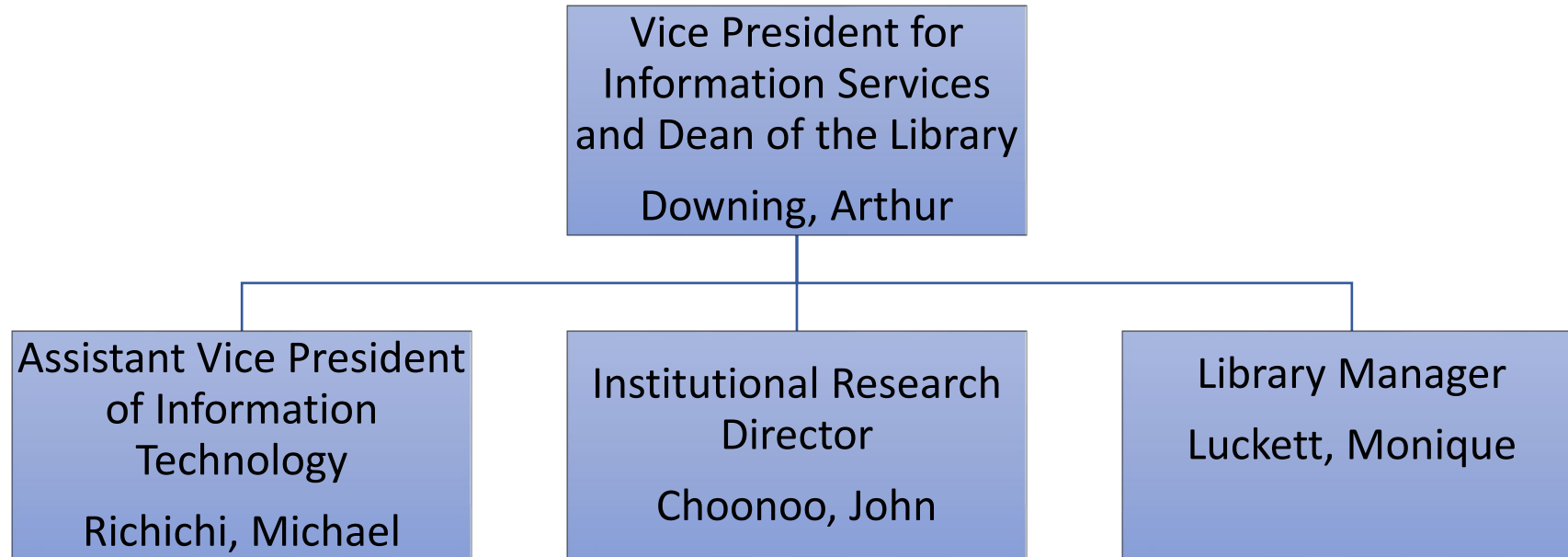
Student Affairs Direct Reports



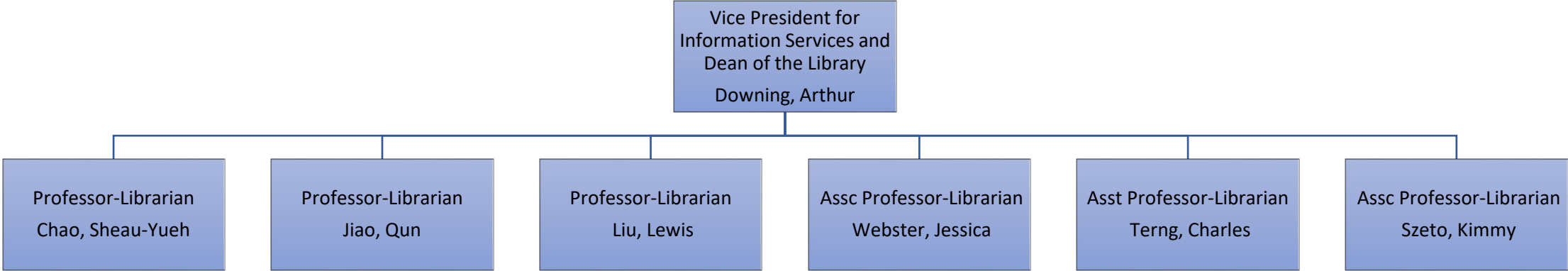
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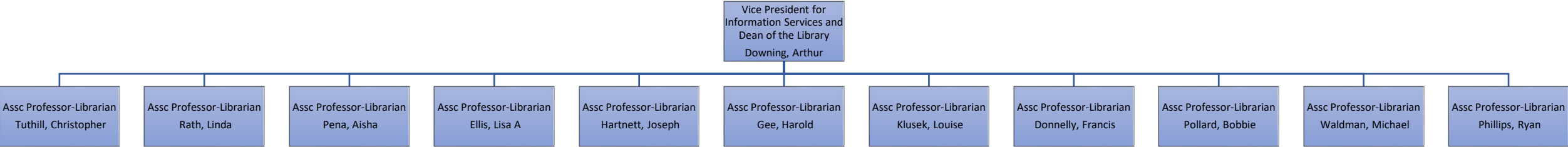
Computing & Information Services Direct Reports



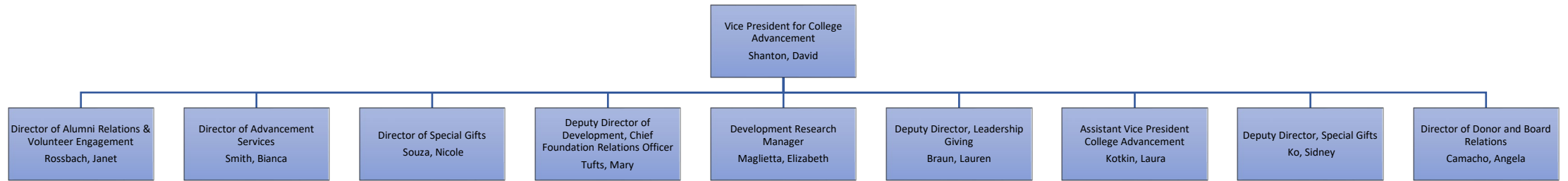
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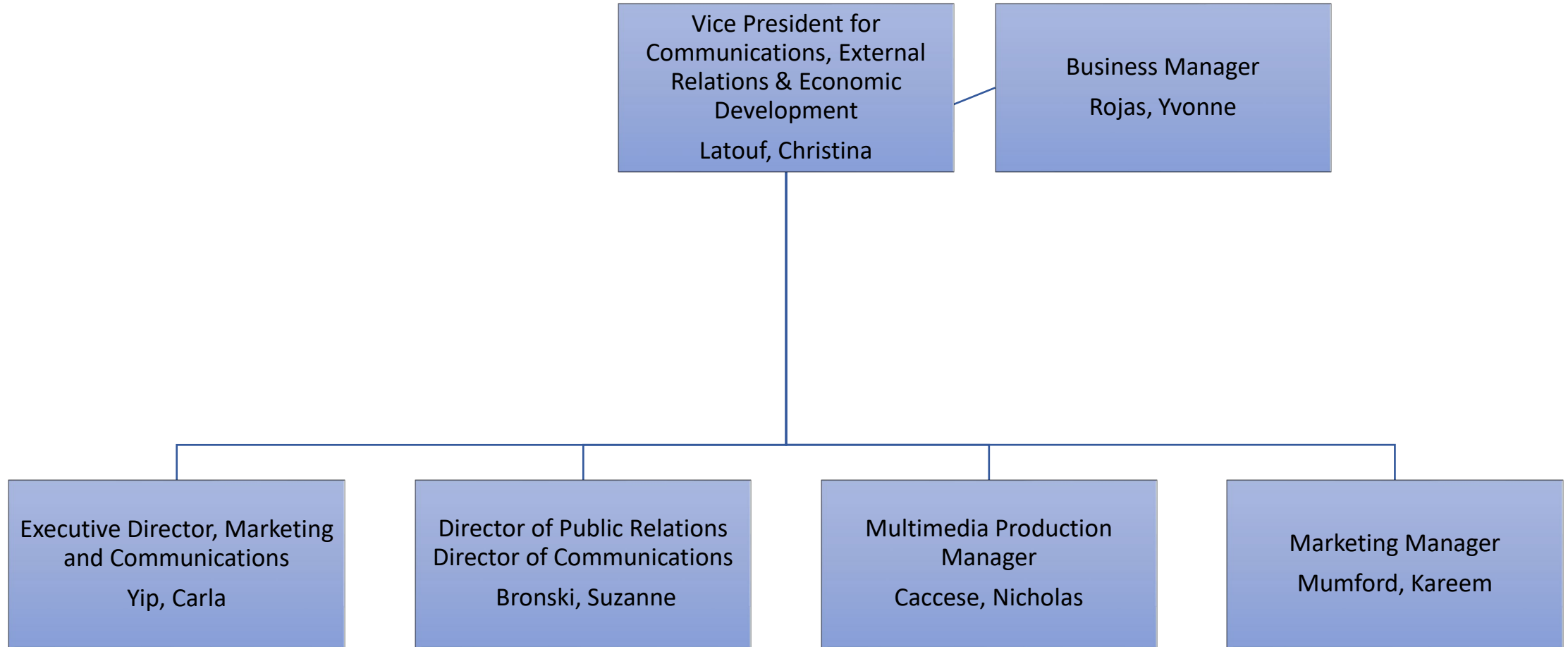
Computing & Information Services Direct Reports Cont.



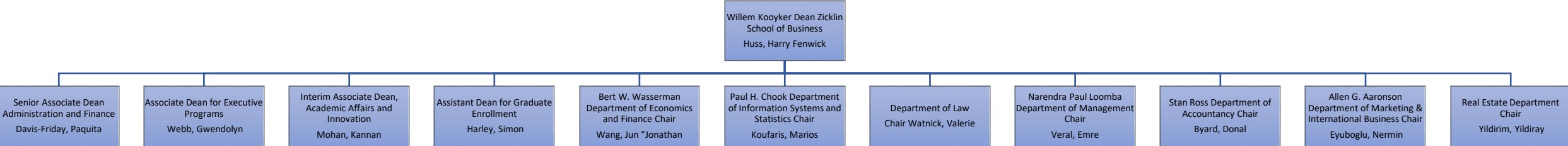
College Advancement Direct Reports



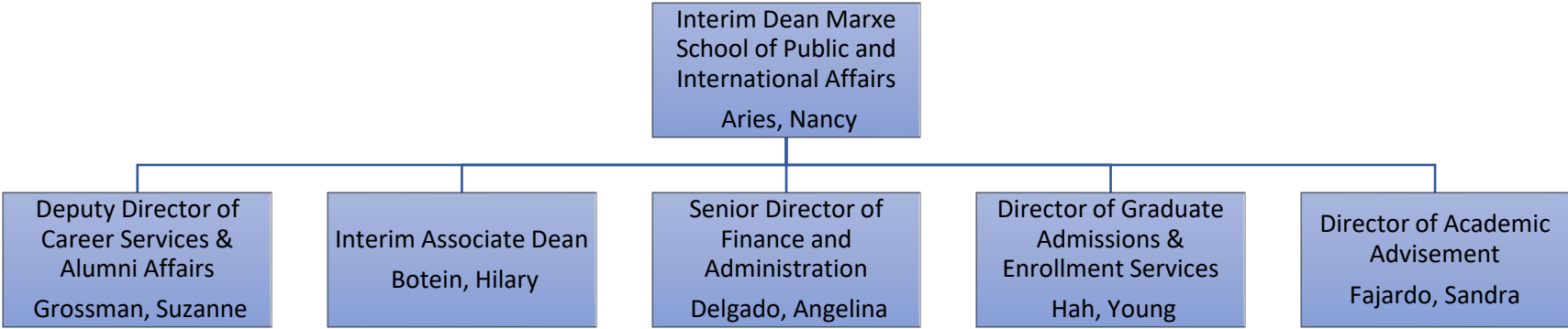
Communication's & Marketing Direct Reports



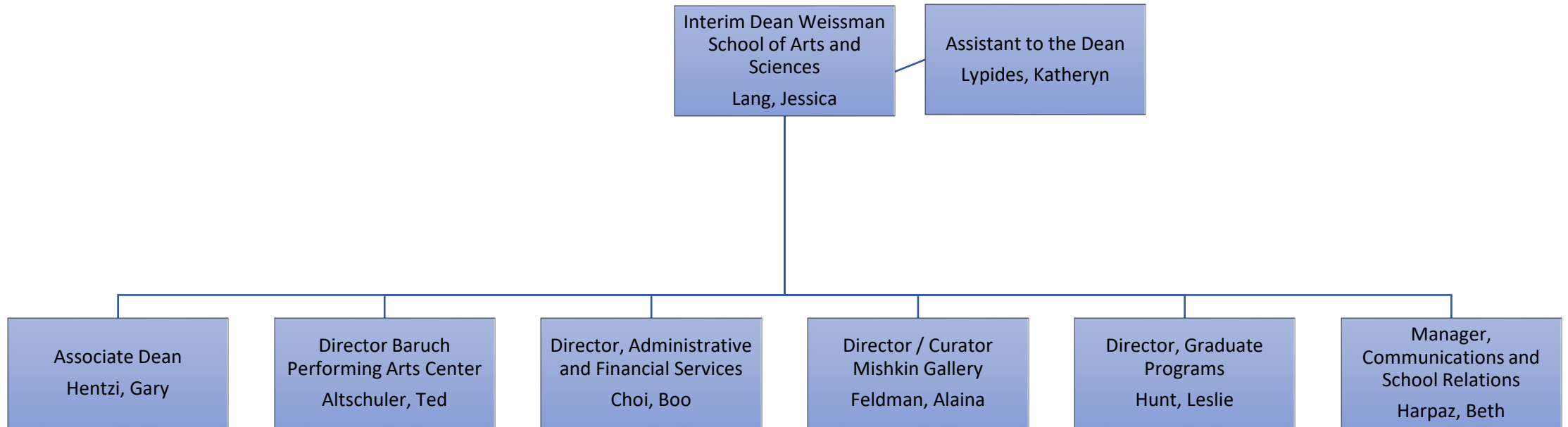
Zicklin School of Business Direct Reports



Marxe School of Public and International Affairs Direct Reports



Weissman School of Arts & Sciences Direct Reports



Appendix B Reaffirmation Letter

This Appendix contains the most recent Reaffirmation Letter.



Message from
President S. David Wu

president.baruch.cuny.edu

July 21, 2021

Reaffirmation of Baruch's Commitment to Diversity, Inclusion, Equal Opportunity, and Affirmative Action

Dear Faculty and Staff,

Baruch College, as part of The City University of New York (CUNY), is committed to diversity and equal opportunity. The College leadership and the campus community are dedicated to cultivating a campus climate of diversity, equity, and inclusion. Our efforts acknowledge the need for free exchange of ideas and perspectives as well as the production of knowledge in a multicultural society where differing values are heard and respected. Ensuring diversity of the faculty, staff, and student body requires active efforts in recruitment and retention and promoting a climate of inclusion and respect. As such, I am committed to Baruch's compliance with the CUNY Policies and Procedures on [Equal Opportunity and Non-Discrimination](#) and on [Combating Sexual Misconduct](#).

The Equal Opportunity and Non-Discrimination Policy states CUNY's commitment to recruit, employ, retain, promote, and provide benefits to employees without regard to race, color, creed, national origin, ethnicity, ancestry, religion, age, sex (including pregnancy, childbirth, and related conditions), sexual orientation, gender, gender identity, marital status, partnership status, disability, genetic information, alienage, citizenship, military or veteran status, unemployment status, status as a victim of domestic violence/stalking/sex offenses, caregiver or familial status, prior record of arrest or conviction, or any other legally prohibited basis in accordance with federal, state, and city laws. As a federal contractor, CUNY engages in affirmative action for women, minorities, individuals with disabilities, and veterans consistent with federal requirements for employees in all title groups. Italian Americans are included among CUNY's protected groups.

The Executive Chief Diversity Officer is assigned the responsibility of implementation and monitoring of our compliance program. Any individual who believes they have experienced employment discrimination should immediately contact Baruch's Office of Diversity, Compliance, and Equity Initiatives at Diversity@baruch.cuny.edu or 646-312-4540. Please visit the office's website to view the Policy on Equal Opportunity and Non-Discrimination in its entirety. The College leadership shares the responsibility for ensuring compliance with these policies and laws.

Thank you for your continued support of our commitment to equal opportunity, affirmative action, and diversity, equity, and inclusion at Baruch College.

Sincerely,

S. David Wu
President, Baruch College

president.baruch.cuny.edu



Appendix C Job Group Summary

This Appendix contains a summary of Job Groups.

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

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

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

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

Full Time Employee Count (excludes Chief Executive): 1,178

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

Weighting of Internal/External Labor Market

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

Geography

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

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

Qualifications for Non-Collegiate Faculty:

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

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

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

Category: Executive/Administrative/Managerial

Admin 1: Executive

Executive Compensation Plan (Other Than Chief Executive)

Labor Market Availability Factors

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

Employees: 30

Title	Employees
Administrator	1
Assc Administrator	1
Assc Dean	5
Asst Administrator	2
Asst Dean	1
Asst Vice President	10
Dean	2
Sr Vice President	1
Vice President	7

Admin 2: Managerial

Manager-Level Administrators

Labor Market Availability Factors

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

Employees: 153

Title	Employees
HE Associate	91
HE Officer	62

Category: Executive/Administrative/Managerial

Managerial: Facilities

Facility Superintendents (Managerial)

Labor Market Availability Factors

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

Employees: 1

Title	Employees
Chief Admin Supt - Competitive	1

Managerial: Info Tech

Information Technology Managers (Managerial)

Labor Market Availability Factors

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

Employees: 3

Title	Employees
IT Computer Systems Mgr	3

Managerial: Security

Campus Security Managers (Managerial)

Labor Market Availability Factors

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

Employees: 3

Title	Employees
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Category: Executive/Administrative/Managerial

Campus Security Asst Dir	2
Campus Security Dir	1

Category: Professional Faculty

Faculty: Lecturer

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

Labor Market Availability Factors

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

Employees: 57

Title	Employees
Clinical Professor	1
Dist Lecturer	10
Lecturer	24
Lecturer Doct Sch	21
Visiting Lecturer Doct Sch	1

Faculty: Librarian

CUNY Librarians with faculty appointments

Labor Market Availability Factors

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

Employees: 19

Title	Employees
Assc Professor	13
Asst Professor	2
Lecturer	1
Professor	3

Category: Professional Faculty

Faculty: Professoriate

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

Labor Market Availability Factors

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

Employees: 416

Title	Employees
Assc Professor	140
Asst Professor	108
Dist Professor	6
Professor	161
Visiting Professor	1

Category: Professional Non-Faculty

Accountant: Professional

Accountants (Professionals)

Labor Market Availability Factors

LMA Factor Weight Explanation

1-External	0.00%	Internal Only - Promotional Title
2-Internal	100.00%	Employees with Civil Service permanency in the following titles: Accounting Assistant, Purchasing Agent Assistant or EOC Accounting Assistant; as of 6/1/2018.

Employees: 5

Title	Employees
Finance Accountant	2
Purchasing Agent	3

Admin 3: Professional

Entry and Mid-Level Administrators (Professionals)

Labor Market Availability Factors

LMA Factor Weight Explanation

1-External	85.00%	ACS 2013-2017 NY/NJ MSA workforce with Bachelor's Degree or Higher and in the following occupations: 0630 (Human Resources Workers), 0740 (Business Operations Specialists), 0820 (Budget Analysts), 2000 (Counselors), 2550 (Education/Training/Library Workers), 2825 (Public Relations Specialists), 5000 (Supervisors of Office and Admin Support Workers), and 5250 (Customer Service Representatives).
2-Internal	15.00%	Employees who hold BA degrees and are in the following job groups: CUNY Office Assistant, CUNY Administrative Assistant, Accountant Technician or Accountant Professional as of 6/1/2018.

Employees: 203

Title	Employees
Asst to HEO	91
HE Assistant	111
Research Assc	1

Category: Professional Non-Faculty

Admin 5: Engineer-Architect

Engineers, Architects and related

Labor Market Availability Factors

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

Employees: 2

Title	Employees
Interior Designer	1
Project Mgr	1

Info Tech: Professional

Information Technology Professionals

Labor Market Availability Factors

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

Employees: 26

Title	Employees
IT Associate	8
IT Asst	10
IT Bus Data Rep Analvst	1
IT Sr Associate	7

Category: Administrative Support Workers

Accountant: Assistant

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

Labor Market Availability Factors

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

Employees: 5

Title	Employees
Finance Accountant Asst	5

Administrative Assistant

Administrative Support Staff-Senior Level

Labor Market Availability Factors

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

Employees: 20

Title	Employees
CUNY Admin Asst	20

Mail Services Worker

Mail Services Workers

Labor Market Availability Factors

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

Employees: 3

Title	Employees
Mail Message Svcs Worker	3

Category: Administrative Support Workers

Office Assistant

Administrative Support Staff-Entry Level

Labor Market Availability Factors

LMA Factor Weight Explanation

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

2-Internal 0.00% NA

Employees: 38

Title	Employees
CUNY Office Assistant	38

Category: Technicians

Admin 4: College Lab Technician

College Laboratory Technicians

Labor Market Availability Factors

LMA Factor	Weight	Explanation
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1-External	100.00%	2013-2017 ACS, NY/NJ MSA workforce with High School Diploma or Higher. For the Scientific/Technical/IT specialty, in the following occupations: 1050 (Computer Support Specialists), 1965 (Other Life Physical and Social Science Technicians), 1910 (Biological Technicians), 1920 (Chemical Technicians), 1550 (Engineering Technicians), 2860 (Miscellaneous Media and Communications Workers). For the "Other" Specialty, 1050 (Computer Support Specialists), 1950 (Social Science Research Assistants), 2440 (Library Technicians), and 2860 (Miscellaneous Media and Communications Workers).
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2-Internal	0.00%	NA
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Employees: 6

Title	Employees
College Lab Tech	2
Sr College Lab Tech	4

Broadcast-Media

Broadcast and Mass Media Technicians and Graphic Designers

Labor Market Availability Factors

LMA Factor	Weight	Explanation
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1-External	100.00%	2013-2017 ACS, NY/NJ MSA workforce, High School Diploma or higher in the following occupations: 2900 (Broadcast and Sound Engineering Technicians and Radio Operators and Other Workers), 2920 (Television, Video, and Motion Picture Camera Operators and Editors), 2710 (Producers and Directors).
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2-Internal	0.00%	NA
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Employees: 3

Title	Employees
Media Svcs Tech	3

Category: Technicians

Info Tech: Technician

IT Technical Support Workers

Labor Market Availability Factors

LMA Factor Weight Explanation

1-External 100.00% 2013-2017 ACS, NY/NJ MSA workforce, High School Diploma or higher in the following occupation: 1050 (Computer Support Specialists).

2-Internal 0.00% NA

Employees: 1

Title	Employees
IT Support Asst	1

Category: Craft Workers

Basic Crafts-Buildings and Grounds

Buildings and Grounds Workers

Labor Market Availability Factors

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

Employees: 10

Title	Employees
Maintenance Worker	9
Motor Vehicle Operator	1

Laborers and Helpers

Entry-Level Craft Workers

Labor Market Availability Factors

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

Employees: 2

Title	Employees
Plumber Helper	1
Stock Worker	1

Category: Craft Workers

Skilled Trades: Not Supervisory

Skilled Tradespeople

Labor Market Availability Factors

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

Employees: 15

Title	Employees
Carpenter	4
High Pressure Plant Tender	1
Locksmith	1
Oiler	1
Painter	2
Stationary Engineer	4
Thermostat Repairer	2

Skilled Trades: Supervisory

Skilled Trades Supervisors

Labor Market Availability Factors

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

Employees: 3

Title	Employees
Carpenter Supervisor	1
Painter Supervisor	1
Stationary Engineer Sr	1

Category: Service Workers

Campus Peace Officer

Campus Security-Mid Level Staff

Labor Market Availability Factors

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

Employees: 34

Title	Employees
Campus Peace Officer	34

Campus Public Safety Sergeant

Campus Security Supervisors and Campus Security Specialists

Labor Market Availability Factors

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

Employees: 11

Title	Employees
Campus Pub Safety Sergeant	8
Campus Security Specialist	3

Campus Security Assistant

Campus Security-Entry Level Staff

Labor Market Availability Factors

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

Employees: 28

Title	Employees
Campus Security Asst	28

Category: Service Workers

Custodial: Assistant

Custodians-Entry Level

Labor Market Availability Factors

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

Employees: 69

Title	Employees
Custodial Assistant	69

Custodial: Supervisory

Custodial Supervisors

Labor Market Availability Factors

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

Employees: 12

Title	Employees
Custodial Asst Principal Supv	1
Custodial Principal Supv	1
Custodial Sr Supervisor	3
Custodial Supervisor	7

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

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

Appendix D Faculty Department-Discipline Assignments

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

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

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

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

Baruch College

Total Faculty: 492

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

Faculty: 5

Department ID	Department Name	Faculty
10402	Black and Latino Studies	5

Discipline: Biological and Biomedical Sciences AND Physical Sciences

Faculty: 24

Department ID	Department Name	Faculty
10208	Natural Sciences	24

Discipline: Business, Management, Marketing, Support

Faculty: 142

Department ID	Department Name	Faculty
10192	Allen Aaronson Dept of Mkt/IB	25
10088	Bert Wasserman Dept Eco & Fin	41
10190	N P Loomba Dept of Mgt	42
10005	Stan Ross Dept Accountancy	29
10256	W. Newman Dept of Real Estate	5

Discipline: Communications, Journalism, and Related

Faculty: 29

Department ID	Department Name	Faculty
10060	Communication Studies	19
10172	Journalism & Writing Profess	10

Discipline: Education: Developmental

Faculty: 2

Department ID	Department Name	Faculty
65100	SEEK	2

Discipline: English Language and Literature/Letters

Faculty: 38

Department ID	Department Name	Faculty
10105	English	38

Discipline: Foreign Languages, Literatures, and Linguistics

Faculty: 16

Department ID	Department Name	Faculty
10204	Modern Languages & Comp Lit	16

Baruch College

Discipline: History

Faculty: 13

Department ID	Department Name	Faculty
10148	History	13

Discipline: Legal Professions and Studies

Faculty: 14

Department ID	Department Name	Faculty
10181	Law	14

Discipline: Library (Librarians/Non-Teaching)

Faculty: 18

Department ID	Department Name	Faculty
70054	Library	18

Discipline: Mathematics and Statistics

Faculty: 66

Department ID	Department Name	Faculty
10195	Mathematics	32
10291	Statistics & Computer Info	34

Discipline: Philosophy and Religious Studies

Faculty: 8

Department ID	Department Name	Faculty
10221	Philosophy	8

Discipline: Psychology

Faculty: 26

Department ID	Department Name	Faculty
10245	Psychology	26

Discipline: Public Administration

Faculty: 50

Department ID	Department Name	Faculty
10250	Public Affairs	50

Discipline: Social Sciences

Faculty: 24

Department ID	Department Name	Faculty
10236	Political Science	14
10014	Sociology and Anthropology	10

Baruch College

Discipline: Visual and Performing Arts

Faculty: 17

Department ID	Department Name	Faculty
10115	Fine & Performing Arts	17

Appendix D College Lab Technicians Department-Discipline Assignments

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

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

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

Baruch College

Total of College Lab Technicians, all levels: 6

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

Employees: 4

Department ID	Department Name	Technicians
10208	Natural Sciences	4

Discipline: College Lab Tech: Other

Employees: 2

Department ID	Department Name	Technicians
10172	Journalism & Writing Profess	1
10204	Modern Languages & Comp Lit	1

Appendix E-1 Utilization Analysis -Staff Job Groups

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

Underutilization occurs where the utilization of a protected group is less than 80% of Labor Market Availability. We calculate a number approximating the number of full-time employees that would be needed to make utilization equal to the labor market. Where utilization is zero (0), underutilization exists but not to the level of one full-time equivalent employee. Blanks indicate no underutilization.

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

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

Baruch College

Category: Executive/Administrative/Managerial

Job Group: Admin 1: Executive

Description: Executive Compensation Plan (Other Than Chief Executive)

Full-time Employees: 30

Employees in this group hold the following titles:

Title ID	Title Name
04315	Administrator
04321	Assc Administrator
04320	Assc Dean
04723	Asst Administrator
04722	Asst Dean
04316	Asst Vice President
04314	Dean
04701	Sr Vice President
04702	Vice President

Utilization Report					
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino
Number of Employees	17	10	3	5	2
Underutilized (Y = Yes)					
Number Underutilized					
Actual Utilization Percent	56.7%	33.3%	10.0%	16.7%	6.7%
Labor Market Avail. Percent	44.2%	27.7%	9.8%	8.8%	7.9%

Baruch College

Category: Executive/Administrative/Managerial

Job Group: Admin 2: Managerial
Description: Manager-Level Administrators
Full-time Employees: 153

Employees in this group hold the following titles:

Title ID	Title Name
04075	HE Associate
04097	HE Officer

Utilization Report					
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino
Number of Employees	111	66	19	24	23
Underutilized (Y = Yes)				Y	
Number Underutilized				6	
Actual Utilization Percent	72.5%	43.1%	12.4%	15.7%	15.0%
Labor Market Avail. Percent	57.4%	48.1%	11.0%	19.6%	15.7%

Baruch College

Category: Professional Non-Faculty

Job Group: Accountant: Professional
Description: Accountants (Professionals)
Full-time Employees: 5

Employees in this group hold the following titles:

Title ID	Title Name
04801	Finance Accountant
12121	Purchasing Agent

Utilization Report					
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino
Number of Employees	5	4	3	0	1
Underutilized (Y = Yes)				Y	
Number Underutilized				2	
Actual Utilization Percent	100.0%	80.0%	60.0%	0.0%	20.0%
Labor Market Avail. Percent	83.6%	72.6%	20.5%	34.2%	17.8%

Baruch College

Category: Professional Non-Faculty

Job Group: Admin 3: Professional
Description: Entry and Mid-Level Administrators (Professionals)
Full-time Employees: 203

Employees in this group hold the following titles:

Title ID	Title Name
04017	Asst to HEO
04099	HE Assistant
04134	Research Assc

Utilization Report					
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino
Number of Employees	149	143	40	50	52
Underutilized (Y = Yes)					
Number Underutilized					
Actual Utilization Percent	73.4%	70.4%	19.7%	24.6%	25.6%
Labor Market Avail. Percent	69.0%	43.4%	12.3%	16.7%	12.5%

Baruch College

Category: Professional Non-Faculty

Job Group: Info Tech: Professional
Description: Information Technology Professionals
Full-time Employees: 26

Employees in this group hold the following titles:

Title ID	Title Name
04877	IT Associate
04875	IT Asst
04029	IT Bus Data Rep Analyst
04880	IT Sr Associate

Utilization Report					
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino
Number of Employees	7	23	10	5	8
Underutilized (Y = Yes)	Y				
Number Underutilized	4				
Actual Utilization Percent	26.9%	88.5%	38.5%	19.2%	30.8%
Labor Market Avail. Percent	42.3%	55.7%	28.0%	13.3%	12.7%

Baruch College

Category: Administrative Support Workers

Job Group: Accountant: Assistant

Description: Accounting Support Staff (Accounting and Purchasing Agent Assistants, Payroll Staff)

Full-time Employees: 5

Employees in this group hold the following titles:

Title ID	Title Name
04800	Finance Accountant Asst

Utilization Report					
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino
Number of Employees	5	5	1	2	2
Underutilized (Y = Yes)					
Number Underutilized					
Actual Utilization Percent	100.0%	100.0%	20.0%	40.0%	40.0%
Labor Market Avail. Percent	83.1%	49.2%	10.8%	19.3%	17.3%

Baruch College

Category: Administrative Support Workers

Job Group: Administrative Assistant
Description: Administrative Support Staff-Senior Level
Full-time Employees: 20

Employees in this group hold the following titles:

Title ID	Title Name
04804	CUNY Admin Asst

Utilization Report					
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino
Number of Employees	16	14	3	7	4
Underutilized (Y = Yes)					
Number Underutilized					
Actual Utilization Percent	80.0%	70.0%	15.0%	35.0%	20.0%
Labor Market Avail. Percent	90.3%	68.0%	7.5%	36.3%	24.0%

Baruch College

Category: Administrative Support Workers

Job Group: Office Assistant
Description: Administrative Support Staff-Entry Level
Full-time Employees: 38

Employees in this group hold the following titles:

Title ID	Title Name
04802	CUNY Office Assistant

Utilization Report					
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino
Number of Employees	34	29	3	15	11
Underutilized (Y = Yes)					
Number Underutilized					
Actual Utilization Percent	89.5%	76.3%	7.9%	39.5%	28.9%
Labor Market Avail. Percent	87.9%	40.0%	7.8%	14.3%	16.2%

Baruch College

Category: Craft Workers

Job Group: Skilled Trades: Not Supervisory

Description: Skilled Tradespeople

Full-time Employees: 15

Employees in this group hold the following titles:

Title ID	Title Name
04899	Carpenter
91650	High Pressure Plant Tender
04905	Locksmith
04891	Oiler
91830	Painter
04915	Stationary Engineer
91940	Thermostat Repairer

Utilization Report					
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino
Number of Employees	0	3	1	0	2
Underutilized (Y = Yes)	Y	Y		Y	Y
Number Underutilized		4		2	2
Actual Utilization Percent	0.0%	20.0%	6.7%	0.0%	13.3%
Labor Market Avail. Percent	2.2%	45.1%	4.3%	13.1%	25.6%

Baruch College

Category: Craft Workers

Job Group: Basic Crafts-Buildings and Grounds

Description: Buildings and Grounds Workers

Full-time Employees: 10

Employees in this group hold the following titles:

Title ID	Title Name
90698	Maintenance Worker
91212	Motor Vehicle Operator

Utilization Report					
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino
Number of Employees	0	6	0	2	4
Underutilized (Y = Yes)	Y		Y		
Number Underutilized	2		1		
Actual Utilization Percent	0.0%	60.0%	0.0%	20.0%	40.0%
Labor Market Avail. Percent	16.1%	67.7%	11.7%	22.8%	31.3%

Baruch College

Category: Service Workers

Job Group: Campus Public Safety Sergeant

Description: Campus Security Supervisors and Campus Security Specialists

Full-time Employees: 11

Employees in this group hold the following titles:

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

Utilization Report					
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino
Number of Employees	2	10	0	7	3
Underutilized (Y = Yes)			Y		
Number Underutilized			1		
Actual Utilization Percent	18.2%	90.9%	0.0%	63.6%	27.3%
Labor Market Avail. Percent	21.9%	88.1%	4.9%	53.8%	27.4%

Baruch College

Category: Service Workers

Job Group: Campus Peace Officer
Description: Campus Security-Mid Level Staff
Full-time Employees: 34

Employees in this group hold the following titles:

Title ID	Title Name
04844	Campus Peace Officer

Utilization Report					
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino
Number of Employees	10	34	1	24	9
Underutilized (Y = Yes)			Y		
Number Underutilized			2		
Actual Utilization Percent	29.4%	100.0%	2.9%	70.6%	26.5%
Labor Market Avail. Percent	18.6%	53.8%	7.7%	24.1%	20.2%

Baruch College

Category: Service Workers

Job Group: Campus Security Assistant
Description: Campus Security-Entry Level Staff
Full-time Employees: 28

Employees in this group hold the following titles:

Title ID	Title Name
04841	Campus Security Asst

Utilization Report					
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino
Number of Employees	9	26	2	14	10
Underutilized (Y = Yes)					
Number Underutilized					
Actual Utilization Percent	32.1%	92.9%	7.1%	50.0%	35.7%
Labor Market Avail. Percent	19.8%	71.2%	6.9%	41.4%	20.4%

Baruch College

Category: Service Workers

Job Group: Custodial: Supervisory

Description: Custodial Supervisors

Full-time Employees: 12

Employees in this group hold the following titles:

Title ID	Title Name
80560	Custodial Asst Principal Supv
80561	Custodial Principal Supv
80535	Custodial Sr Supervisor
04862	Custodial Supervisor

Utilization Report					
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino
Number of Employees	2	11	0	5	6
Underutilized (Y = Yes)	Y		Y		
Number Underutilized	2		1		
Actual Utilization Percent	16.7%	91.7%	0.0%	41.7%	50.0%
Labor Market Avail. Percent	32.7%	74.5%	5.3%	30.5%	38.0%

Baruch College

Category: Service Workers

Job Group: Custodial: Assistant
Description: Custodians-Entry Level
Full-time Employees: 69

Employees in this group hold the following titles:

Title ID	Title Name
04861	Custodial Assistant

Utilization Report					
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino
Number of Employees	28	65	8	22	35
Underutilized (Y = Yes)					
Number Underutilized					
Actual Utilization Percent	40.6%	94.2%	11.6%	31.9%	50.7%
Labor Market Avail. Percent	26.9%	68.0%	5.1%	19.8%	41.5%

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

This Appendix provides a utilization analysis for Faculty for each Discipline and Job Group where there are five or more employees.

Underutilization occurs where the utilization of a protected group is less than 80% of Labor Market Availability. We calculate a number approximating the number of full-time employees that would be needed to make utilization equal to the labor market. Where utilization is zero (0), underutilization exists but not to the level of one full-time equivalent employee. Blanks indicate no underutilization.

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

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

Baruch College

Biological and Biomedical Sciences AND Physical Sciences

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

10208 Natural Sciences

Job Group Faculty: Professoriate

Total Faculty:	24	Utilization Report				
		Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/Latino
Number of Faculty	8	4	1	1	2	
Underutilized (Y = Yes)	Y	Y	Y			
Number Underutilized	3	2	1			
Actual Utilization Percent	33.3%	16.7%	4.2%	4.2%	8.3%	
Labor Market Avail. Percent	45.8%	23.2%	10.0%	4.0%	6.8%	

Baruch College

Business, Management, Marketing and Support

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

Job Group Faculty: Professoriate

Total Faculty: 121

Utilization Report

	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino
Number of Faculty	41	52	44	2	5
Underutilized (Y = Yes)	Y			Y	Y
Number Underutilized	11			24	3
Actual Utilization Percent	33.9%	43.0%	36.4%	1.7%	4.1%
Labor Market Avail. Percent	42.9%	37.2%	7.0%	21.6%	6.5%

Job Group Faculty: Lecturer

Total Faculty: 21

Utilization Report

	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino
Number of Faculty	8	5	1	2	2
Underutilized (Y = Yes)		Y	Y		Y
Number Underutilized		3	2		1
Actual Utilization Percent	38.1%	23.8%	4.8%	9.5%	9.5%
Labor Market Avail. Percent	46.7%	39.2%	13.0%	11.1%	13.0%

Baruch College

Communications, Journalism, and Related

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

- 10060 Communication Studies
- 10172 Journalism & Writing Profess

Job Group Faculty: Professoriate

Total Faculty:	26	Utilization Report				
		Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/Latino
Number of Faculty		16	4	1	2	1
Underutilized (Y = Yes)						Y
Number Underutilized						1
Actual Utilization Percent		61.5%	15.4%	3.8%	7.7%	3.8%
Labor Market Avail. Percent		57.5%	18.7%	4.8%	5.2%	6.8%

Baruch College

English Language and Literature/Letters

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

10105 English

Job Group Faculty: Professoriate

	Total Faculty: 33	Utilization Report				
		Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/Latino
Number of Faculty		16	6	1	3	2
Underutilized (Y = Yes)		Y				
Number Underutilized		5				
Actual Utilization Percent		48.5%	18.2%	3.0%	9.1%	6.1%
Labor Market Avail. Percent		63.4%	14.6%	3.6%	4.2%	4.8%

Job Group Faculty: Lecturer

	Total Faculty: 5	Utilization Report				
		Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/Latino
Number of Faculty		1	2	0	1	0
Underutilized (Y = Yes)		Y		Y		Y
Number Underutilized		3				1
Actual Utilization Percent		20.0%	40.0%	0.0%	20.0%	0.0%
Labor Market Avail. Percent		71.6%	33.6%	6.4%	9.7%	14.2%

Baruch College

Foreign Languages, Literatures, and Linguistics

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

10204 Modern Languages & Comp Lit

Job Group Faculty: Professoriate

Total Faculty:	15	Utilization Report				
		Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/Latino
Number of Faculty		5	8	3	1	4
Underutilized (Y = Yes)		Y				
Number Underutilized		4				
Actual Utilization Percent		33.3%	53.3%	20.0%	6.7%	26.7%
Labor Market Avail. Percent		59.2%	21.2%	3.9%	1.5%	13.4%

Baruch College

History

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

10148 History

Job Group Faculty: Professoriate

Total Faculty:	13	Utilization Report				
		Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/Latino
Number of Faculty		7	3	1	1	1
Underutilized (Y = Yes)						
Number Underutilized						
Actual Utilization Percent		53.8%	23.1%	7.7%	7.7%	7.7%
Labor Market Avail. Percent		46.3%	18.4%	2.1%	6.2%	7.9%

Baruch College

Legal Professions and Studies

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

10181 Law

Job Group Faculty: Professoriate

Total Faculty:	13	Utilization Report				
		Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/Latino
Number of Faculty	6	0	0	0	0	
Underutilized (Y = Yes)		Y	Y	Y	Y	
Number Underutilized		4	1	1	1	
Actual Utilization Percent	46.2%	0.0%	0.0%	0.0%	0.0%	
Labor Market Avail. Percent	48.5%	29.6%	6.9%	8.2%	11.2%	

Baruch College

Library (Librarians/Non-Teaching)

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

70054 Library

Job Group Faculty: Librarian

Total Faculty:	18	Utilization Report				
		Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/Latino
Number of Faculty	7	10	6	2	2	
Underutilized (Y = Yes)	Y					
Number Underutilized	8					
Actual Utilization Percent	38.9%	55.6%	33.3%	11.1%	11.1%	
Labor Market Avail. Percent	82.8%	13.6%	4.0%	4.4%	3.8%	

Baruch College

Mathematics and Statistics

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

10195	Mathematics
10291	Statistics & Computer Info

Job Group Faculty: Professoriate

Total Faculty:	57	Utilization Report				
		Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino
Number of Faculty		13	22	15	2	5
Underutilized (Y = Yes)						
Number Underutilized						
Actual Utilization Percent		22.8%	38.6%	26.3%	3.5%	8.8%
Labor Market Avail. Percent		25.9%	24.2%	10.3%	3.7%	6.3%

Job Group Faculty: Lecturer

Total Faculty:	9	Utilization Report				
		Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/ Latino
Number of Faculty		2	0	0	0	0
Underutilized (Y = Yes)		Y	Y	Y	Y	Y
Number Underutilized		2	3	2	1	1
Actual Utilization Percent		22.2%	0.0%	0.0%	0.0%	0.0%
Labor Market Avail. Percent		41.1%	37.2%	17.3%	6.3%	10.8%

Baruch College

Philosophy and Religious Studies

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

10221 Philosophy

Job Group Faculty: Professoriate

Total Faculty:	7	Utilization Report				
		Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/Latino
Number of Faculty	1	1	1	0	0	
Underutilized (Y = Yes)	Y			Y	Y	
Number Underutilized	2					
Actual Utilization Percent	14.3%	14.3%	14.3%	0.0%	0.0%	
Labor Market Avail. Percent	36.8%	16.7%	4.4%	5.5%	5.0%	

Baruch College

Psychology

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

10245 Psychology

Job Group Faculty: Professoriate

Total Faculty:	22	Utilization Report				
		Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/Latino
Number of Faculty	10	6	3	1	2	
Underutilized (Y = Yes)	Y			Y	Y	
Number Underutilized	7			1	1	
Actual Utilization Percent	45.5%	27.3%	13.6%	4.5%	9.1%	
Labor Market Avail. Percent	75.0%	29.3%	5.8%	8.8%	12.2%	

Baruch College

Public Administration

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

10250 Public Affairs

Job Group Faculty: Professoriate

Total Faculty:	42	Utilization Report				
		Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/Latino
Number of Faculty		15	13	7	1	5
Underutilized (Y = Yes)		Y			Y	
Number Underutilized		11			7	
Actual Utilization Percent		35.7%	31.0%	16.7%	2.4%	11.9%
Labor Market Avail. Percent		62.7%	31.4%	7.3%	18.1%	4.9%

Job Group Faculty: Lecturer

Total Faculty:	8	Utilization Report				
		Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/Latino
Number of Faculty		5	1	0	1	0
Underutilized (Y = Yes)			Y	Y	Y	Y
Number Underutilized			3	1	1	1
Actual Utilization Percent		62.5%	12.5%	0.0%	12.5%	0.0%
Labor Market Avail. Percent		58.4%	48.0%	8.9%	21.0%	15.8%

Baruch College

Social Sciences

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

- 10236 Political Science
- 10014 Sociology and Anthropology

Job Group Faculty: Professoriate

Total Faculty:	24	Utilization Report				
		Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/Latino
Number of Faculty	9	5	1	2	2	
Underutilized (Y = Yes)	Y		Y			
Number Underutilized	2					
Actual Utilization Percent	37.5%	20.8%	4.2%	8.3%	8.3%	
Labor Market Avail. Percent	46.9%	20.7%	5.7%	5.5%	7.5%	

Baruch College

Visual and Performing Arts

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

10115 Fine & Performing Arts

Job Group Faculty: Professoriate

Total Faculty:	16	Utilization Report				
		Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African Am.	Hispanic/Latino
Number of Faculty		11	3	2	0	0
Underutilized (Y = Yes)					Y	Y
Number Underutilized					1	1
Actual Utilization Percent		68.8%	18.8%	12.5%	0.0%	0.0%
Labor Market Avail. Percent		50.7%	19.6%	8.0%	4.0%	4.9%

Appendix F-1 Personnel Activity

This Appendix provides tables with detail on personnel activities.

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

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

EEO Category Summary

Executive/Administrative/Managerial

	Net Category Changes	NET ADDITIONS		Additions by Type		NET SUBTRACTIONS		Subtractions by Type		CHANGES WITHIN CATEGORY (not counted in totals)	
		Additions #	Additions %	External Hires (CUNY or College)	Transfers or Promotions into this category	Subtractions #	Subtractions %	Separation (Left College or Left CUNY)	Transfers or Promotions out of this category	Advance-ments	Other Changes
Total	(2)	12		9	3	(14)		(12)	(2)	2	-
Male	(4)	4	33%	2	2	(8)	57%	(7)	(1)	-	-
Female	2	8	67%	7	1	(6)	43%	(5)	(1)	2	-
Other/Unknown	-	-	0%	-	-	-	0%	-	-	-	-
Total Min	(1)	5	42%	3	2	(6)	43%	(4)	(2)	2	-
Asian	1	4	33%	2	2	(3)	21%	(3)	-	-	-
Black	(1)	-	0%	-	-	(1)	7%	(1)	-	1	-
Hispanic	(1)	1	8%	1	-	(2)	14%	-	(2)	1	-
Other Minority	-	-	0%	-	-	-	0%	-	-	-	-
All White	(1)	7	58%	6	1	(8)	57%	(8)	-	-	-
Unknown	-	-	0%	-	-	-	0%	-	-	-	-
Veterans	-	-	0%	-	-	-	0%	-	-	-	-
Individuals w/Disabilities	(1)	-	0%	-	-	(1)	7%	(1)	-	-	-

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

EEO Category Summary

Professional Faculty

		NET ADDITIONS		Additions by Type		NET SUBTRACTIONS		Subtractions by Type		CHANGES WITHIN CATEGORY (not counted in totals)	
	Net Category Changes	Additions #	Additions %	External Hires (CUNY or College)	Transfers or Promotions into this category	Subtractions #	Subtractions %	Separation (Left College or Left CUNY)	Transfers or Promotions out of this category	Advance-ments	Other Changes
Total	(15)	30		29	1	(45)		(42)	(3)	28	-
Male	(3)	20	67%	19	1	(23)	51%	(21)	(2)	18	-
Female	(12)	10	33%	10	-	(22)	49%	(21)	(1)	10	-
Other/Unknown	-	-	0%	-	-	-	0%	-	-	-	-
Total Min	(3)	15	50%	14	1	(18)	40%	(16)	(2)	12	-
Asian	(8)	5	17%	5	-	(13)	29%	(11)	(2)	5	-
Black	1	5	17%	5	-	(4)	9%	(4)	-	2	-
Hispanic	3	4	13%	3	1	(1)	2%	(1)	-	5	-
Other Minority	1	1	3%	1	-	-	0%	-	-	-	-
All White	(12)	15	50%	15	-	(27)	60%	(26)	(1)	16	-
Unknown	-	-	0%	-	-	-	0%	-	-	-	-
Veterans	-	-	0%	-	-	-	0%	-	-	-	-
Individuals w/Disabilities	-	-	0%	-	-	-	0%	-	-	-	-

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

EEO Category Summary

Professional Non-Faculty

		NET ADDITIONS		Additions by Type		NET SUBTRACTIONS		Subtractions by Type		CHANGES WITHIN CATEGORY (not counted in totals)	
	Net Category Changes	Additions #	Additions %	External Hires (CUNY or College)	Transfers or Promotions into this category	Subtractions #	Subtractions %	Separation (Left College or Left CUNY)	Transfers or Promotions out of this category	Advancements	Other Changes
Total	(4)	6		5	1	(10)		(10)	-	4	1
Male	(1)	1	17%	1	-	(2)	20%	(2)	-	2	-
Female	(3)	5	83%	4	1	(8)	80%	(8)	-	2	1
Other/Unknown	-	-	0%	-	-	-	0%	-	-	-	-
Total Min	(1)	6	100%	5	1	(7)	70%	(7)	-	3	1
Asian	1	2	33%	2	-	(1)	10%	(1)	-	1	-
Black	(2)	2	33%	2	-	(4)	40%	(4)	-	-	1
Hispanic	-	2	33%	1	1	(2)	20%	(2)	-	2	-
Other Minority	-	-	0%	-	-	-	0%	-	-	-	-
All White	(3)	-	0%	-	-	(3)	30%	(3)	-	1	-
Unknown	-	-	0%	-	-	-	0%	-	-	-	-
Veterans	(1)	-	0%	-	-	(1)	10%	(1)	-	-	-
Individuals w/Disabilities	-	-	0%	-	-	-	0%	-	-	-	-

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

EEO Category Summary

Administrative Support Workers

	Net Category Changes	NET ADDITIONS		Additions by Type		NET SUBTRACTIONS		Subtractions by Type		CHANGES WITHIN CATEGORY (not counted in totals)	
		Additions #	Additions %	External Hires (CUNY or College)	Transfers or Promotions into this category	Subtractions #	Subtractions %	Separation (Left College or Left CUNY)	Transfers or Promotions out of this category	Advancements	Other Changes
Total	(7)	1		1	-	(8)		(8)	-	-	-
Male	-	1	100%	1	-	(1)	13%	(1)	-	-	-
Female	(7)	-	0%	-	-	(7)	88%	(7)	-	-	-
Other/Unknown	-	-	0%	-	-	-	0%	-	-	-	-
Total Min	(3)	1	100%	1	-	(4)	50%	(4)	-	-	-
Asian	-	-	0%	-	-	-	0%	-	-	-	-
Black	(3)	1	100%	1	-	(4)	50%	(4)	-	-	-
Hispanic	-	-	0%	-	-	-	0%	-	-	-	-
Other Minority	-	-	0%	-	-	-	0%	-	-	-	-
All White	(4)	-	0%	-	-	(4)	50%	(4)	-	-	-
Unknown	-	-	0%	-	-	-	0%	-	-	-	-
Veterans	-	-	0%	-	-	-	0%	-	-	-	-
Individuals w/Disabilities	-	-	0%	-	-	-	0%	-	-	-	-

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

EEO Category Summary

Technicians

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

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

EEO Category Summary

Craft Workers

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

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

EEO Category Summary

Service Workers and Others

		NET ADDITIONS		Additions by Type		NET SUBTRACTIONS		Subtractions by Type		CHANGES WITHIN CATEGORY (not counted in totals)	
	Net Category Changes	Additions #	Additions %	External Hires (CUNY or College)	Transfers or Promotions into this category	Subtractions #	Subtractions %	Separation (Left College or Left CUNY)	Transfers or Promotions out of this category	Advancements	Other Changes
Total	(6)	1		1	-	(7)		(7)	-	-	-
Male	(3)	-	0%	-	-	(3)	43%	(3)	-	-	-
Female	(3)	1	100%	1	-	(4)	57%	(4)	-	-	-
Other/Unknown	-	-	0%	-	-	-	0%	-	-	-	-
Total Min	(6)	1	100%	1	-	(7)	100%	(7)	-	-	-
Asian	(1)	-	0%	-	-	(1)	14%	(1)	-	-	-
Black	(2)	-	0%	-	-	(2)	29%	(2)	-	-	-
Hispanic	(3)	1	100%	1	-	(4)	57%	(4)	-	-	-
Other Minority	-	-	0%	-	-	-	0%	-	-	-	-
All White	-	-	0%	-	-	-	0%	-	-	-	-
Unknown	-	-	0%	-	-	-	0%	-	-	-	-
Veterans	-	-	0%	-	-	-	0%	-	-	-	-
Individuals w/Disabilities	-	-	0%	-	-	-	0%	-	-	-	-

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

Job Group Summary
Accountant Assistant

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

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

Job Group Summary
Administration 1 (Chief Executive)

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

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

Job Group Summary
Administration 2 (Managers)

		NET ADDITIONS		Additions by Type		NET SUBTRACTIONS		Subtractions by Type		CHANGES WITHIN JOB GROUP (not counted in totals)	
Net Group Changes		Addition #	Additions %	Hire (Outside CUNY and Other CUNY College)	Joined Group from another Job Group	Sub. #	Sub %	Separation (Left College or Left CUNY)	Left for another Job Group	Advance-ments	Other Changes
Total	1	8		8	-	(7)		(6)	(1)	2	-
Male	(2)	1	13%	1	-	(3)	43%	(3)	-	-	-
Female	3	7	88%	7	-	(4)	57%	(3)	(1)	2	-
Other/Unknown	-	-	0%	-	-	-	0%	-	-	-	-
Total Min	(1)	2	25%	2	-	(3)	43%	(2)	(1)	2	-
Asian	-	1	13%	1	-	(1)	14%	(1)	-	-	-
Black	(1)	-	0%	-	-	(1)	14%	(1)	-	1	-
Hispanic	-	1	13%	1	-	(1)	14%	-	(1)	1	-
Other Minority	-	-	0%	-	-	-	0%	-	-	-	-
All White	2	6	75%	6	-	(4)	57%	(4)	-	-	-
Unknown	-	-	0%	-	-	-	0%	-	-	-	-
Veterans	-	-	0%	-	-	-	0%	-	-	-	-
Individuals w/Disabilities	(1)	-	0%	-	-	(1)	14%	(1)	-	-	-

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

Job Group Summary
Administration 3 (Professional)

	Net Group Changes
Total	(4)
Male	(1)
Female	(3)
Other/Unknown	-
Total Min	(1)
Asian	1
Black	(2)
Hispanic	-
Other Minority	-
All White	(3)
Unknown	-

NET ADDITIONS		Additions by Type	
Addition #	Additions %	Hire (Outside CUNY and Other CUNY College)	Joined Group from another Job Group
6		5	1
1	17%	1	-
5	83%	4	1
-	0%	-	-
6	100%	5	1
2	33%	2	-
2	33%	2	-
2	33%	1	1
-	0%	-	-
-	0%	-	-
-	0%	-	-

NET SUBTRACTIONS		Subtractions by Type	
Sub. #	Sub %	Separation (Left College or Left CUNY)	Left for another Job Group
(10)		(10)	-
(2)	20%	(2)	-
(8)	80%	(8)	-
-	0%	-	-
(7)	70%	(7)	-
(1)	10%	(1)	-
(4)	40%	(4)	-
(2)	20%	(2)	-
-	0%	-	-
(3)	30%	(3)	-
-	0%	-	-

CHANGES WITHIN JOB GROUP (not counted in totals)	
Advance-ments	Other Changes
4	1
2	-
2	1
-	-
3	1
1	-
-	1
2	-
-	-
1	-
-	-

Veterans	(1)
Individuals w/Disabilities	-

-	0%	-	-
-	0%	-	-

(1)	10%	(1)	-
-	0%	-	-

-	-
-	-

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

Job Group Summary

Administration 4 (College Lab Tech)

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

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

Job Group Summary
Campus Peace Officer

	Net Group Changes
Total	(2)
Male	(1)
Female	(1)
Other/Unknown	-
Total Min	(2)
Asian	-
Black	(1)
Hispanic	(1)
Other Minority	-
All White	-
Unknown	-

NET ADDITIONS		Additions by Type	
Addition #	Additions %	Hire (Outside CUNY and Other CUNY College)	Joined Group from another Job Group
-		-	-
-	0%	-	-
-	0%	-	-
-	0%	-	-
-	0%	-	-
-	0%	-	-
-	0%	-	-
-	0%	-	-
-	0%	-	-
-	0%	-	-

NET SUBTRACTIONS		Subtractions by Type	
Sub. #	Sub %	Separation (Left College or Left CUNY)	Left for another Job Group
(2)		(2)	-
(1)	50%	(1)	-
(1)	50%	(1)	-
-	0%	-	-
(2)	100%	(2)	-
-	0%	-	-
(1)	50%	(1)	-
(1)	50%	(1)	-
-	0%	-	-
-	0%	-	-
-	0%	-	-

CHANGES WITHIN JOB GROUP (not counted in totals)	
Advance-ments	Other Changes
-	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-

Veterans	-
Individuals w/Disabilities	-

-	0%	-	-
-	0%	-	-

-	0%	-	-
-	0%	-	-

-	-
-	-

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

Job Group Summary
Campus Security Assistant

	Net Group Changes
Total	(1)
Male	-
Female	(1)
Other/Unknown	-
Total Min	(1)
Asian	-
Black	(1)
Hispanic	-
Other Minority	-
All White	-
Unknown	-

NET ADDITIONS		Additions by Type	
Addition #	Additions %	Hire (Outside CUNY and Other CUNY College)	Joined Group from another Job Group
1		1	-
	0%	-	-
1	100%	1	-
	0%	-	-
1	100%	1	-
	0%	-	-
	0%	-	-
	0%	-	-
	0%	-	-
	0%	-	-

NET SUBTRACTIONS		Subtractions by Type	
Sub. #	Sub %	Separation (Left College or Left CUNY)	Left for another Job Group
(2)		(2)	-
	0%	-	-
(2)	100%	(2)	-
	0%	-	-
(2)	100%	(2)	-
	0%	-	-
	0%	-	-
	0%	-	-
	0%	-	-
	0%	-	-

CHANGES WITHIN JOB GROUP (not counted in totals)	
Advance-ments	Other Changes
-	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-

Veterans	-
Individuals w/Disabilities	-

-	0%	-	-
-	0%	-	-

-	0%	-	-
-	0%	-	-

-	-
-	-

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

Job Group Summary
CUNY Office Assistant

		NET ADDITIONS		Additions by Type		NET SUBTRACTIONS		Subtractions by Type		CHANGES WITHIN JOB GROUP (not counted in totals)	
Net Group Changes		Addition #	Additions %	Hire (Outside CUNY and Other CUNY College)	Joined Group from another Job Group	Sub. #	Sub %	Separation (Left College or Left CUNY)	Left for another Job Group	Advance-ments	Other Changes
Total	(6)	-		-	-	(6)		(6)	-	-	-
Male	-	-	0%	-	-	-	0%	-	-	-	-
Female	(6)	-	0%	-	-	(6)	100%	(6)	-	-	-
Other/Unknown	-	-	0%	-	-	-	0%	-	-	-	-
Total Min	(3)	-	0%	-	-	(3)	50%	(3)	-	-	-
Asian	-	-	0%	-	-	-	0%	-	-	-	-
Black	(3)	-	0%	-	-	(3)	50%	(3)	-	-	-
Hispanic	-	-	0%	-	-	-	0%	-	-	-	-
Other Minority	-	-	0%	-	-	-	0%	-	-	-	-
All White	(3)	-	0%	-	-	(3)	50%	(3)	-	-	-
Unknown	-	-	0%	-	-	-	0%	-	-	-	-
Veterans	-	-	0%	-	-	-	0%	-	-	-	-
Individuals w/Disabilities	-	-	0%	-	-	-	0%	-	-	-	-

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

Job Group Summary
Custodial

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

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

Job Group Summary
Faculty-Lecturer

	Net Group Changes
Total	(4)
Male	-
Female	(4)
Other/Unknown	-
Total Min	1
Asian	(1)
Black	-
Hispanic	1
Other Minority	1
All White	(5)
Unknown	-

NET ADDITIONS		Additions by Type	
Addition #	Additions %	Hire (Outside CUNY and Other CUNY College)	Joined Group from another Job Group
10		10	-
8	80%	8	-
2	20%	2	-
-	0%	-	-
5	50%	5	-
-	0%	-	-
2	20%	2	-
2	20%	2	-
1	10%	1	-
5	50%	5	-
-	0%	-	-

NET SUBTRACTIONS		Subtractions by Type	
Sub. #	Sub %	Separation (Left College or Left CUNY)	Left for another Job Group
(14)		(14)	-
(8)	57%	(8)	-
(6)	43%	(6)	-
-	0%	-	-
(4)	29%	(4)	-
(1)	7%	(1)	-
(2)	14%	(2)	-
(1)	7%	(1)	-
-	0%	-	-
(10)	71%	(10)	-
-	0%	-	-

CHANGES WITHIN JOB GROUP (not counted in totals)	
Advance-ments	Other Changes
-	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-

Veterans	-
Individuals w/Disabilities	-

-	0%	-	-
-	0%	-	-

-	0%	-	-
-	0%	-	-

-	-
-	-

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

Job Group Summary
Faculty-Librarian

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

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

Job Group Summary
Faculty-Professorial

	Net Group Changes
Total	(8)
Male	(2)
Female	(6)
Other/Unknown	-
Total Min	(4)
Asian	(7)
Black	1
Hispanic	2
Other Minority	-
All White	(4)
Unknown	-

NET ADDITIONS		Additions by Type	
Addition #	Additions %	Hire (Outside CUNY and Other CUNY College)	Joined Group from another Job Group
20		19	1
12	60%	11	1
8	40%	8	-
-	0%	-	-
10	50%	9	1
5	25%	5	-
3	15%	3	-
2	10%	1	1
-	0%	-	-
10	50%	10	-
-	0%	-	-

NET SUBTRACTIONS		Subtractions by Type	
Sub. #	Sub %	Separation (Left College or Left CUNY)	Left for another Job Group
(28)		(25)	(3)
(14)	50%	(12)	(2)
(14)	50%	(13)	(1)
-	0%	-	-
(14)	50%	(12)	(2)
(2)	7%	(2)	-
-	0%	-	-
-	0%	-	-
(14)	50%	(13)	(1)
-	0%	-	-

CHANGES WITHIN JOB GROUP (not counted in totals)	
Advance-ments	Other Changes
26	-
16	-
10	-
-	-
11	-
4	-
2	-
5	-
-	-
15	-
-	-

Veterans	-
Individuals w/Disabilities	-

-	0%	-	-
-	0%	-	-

-	0%	-	-
-	0%	-	-

-	-
-	-

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

Job Group Summary
Mail Services Worker

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

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

Job Group Summary
Skilled Trades

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

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

Appendix F-2 Tenure Actions

This Appendix presents a summary of tenure actions.

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

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

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

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

APPENDIX F-2 - Tenure Actions

2021 - 2022

Baruch College

Allen Aaronson Dept of Mkt/IB

Lecturer	Gained Tenure	CCE Certificate Continuous Emp	Male	White
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Bert Wasserman Dept Eco & Fin

Assc Professor	Gained Tenure	Tenured	Male	White
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Black and Latino Studies

Assc Professor	Gained Tenure	Tenured	Male	Black/African Am.
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Communication Studies

Assc Professor	Gained Tenure	Tenured	Female	White
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English

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

Fine & Performing Arts

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

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

Law

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

Library

Assc Professor	Gained Tenure	Tenured	Male	Asian/Nat.Haw./Other Pac. Isl.
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Mathematics

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

N P Loomba Dept of Mgt

Assc Professor	Gained Tenure	Tenured	Male	White
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Assc Professor	Gained Tenure	Tenured	Male	Black/African Am.
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Assc Professor	Gained Tenure	Tenured	Female	Hispanic/Latino
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Assc Professor	Gained Tenure	Tenured	Male	Asian/Nat.Haw./Other Pac. Isl.
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Lecturer	Gained Tenure	CCE Certificate Continuous Emp	Male	White
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Natural Sciences

Assc Professor	Gained Tenure	Tenured	Male	Hispanic/Latino
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College Lab Tech	Gained Tenure	Tenured	Female	Black/African Am.
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Public Affairs

Assc Professor	Gained Tenure	Tenured	Female	White
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Lecturer	Gained Tenure	CCE Certificate Continuous Emp	Male	White
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Baruch College

Summary for the College

Total Staff:	Ttl Minority	Asian	Black/AfAm	Hispanic/Latino	White	Oth/Unk
7 Female	2	0	1	1	5	0
13 Male	6	2	2	2	7	0
0 Oth/Unk	0	0	0	0	0	0
<hr/>						
20 Total	8	2	3	3	12	0

Appendix G-1 Summary of Recruiting Activities

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

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

Category Summary

Executive-Administrative-Managerial

	Records	Applicants	Appl%		Interviews	Selection Rate %	Offers	Selection Rate %	Hires	Selection Rate %
Total/Selection Rate (compare to applicants)	192	170	89%		16	9%	3	2%	3	1.76%
Male	-	-	0%		-	0%	-	0%	-	0.00%
Female	1	1	1%		1	100%	1	100%	1	100.00%
Other	2	1	1%		-	0%	-	0%	-	0.00%
Unknown	33	31	18%		2	6%	-	0%	-	0.00%
Total Min	52	44	26%		6	14%	-	0%	-	0.00%
Asian	16	15	9%		1	7%	-	0%	-	0.00%
Black	25	20	12%		5	25%	-	0%	-	0.00%
Hispanic	9	7	4%		-	0%	-	0%	-	0.00%
Other inc 2 or more	2	2	1%		-	0%	-	0%	-	0.00%
Total White	106	98	0%		8	8%	3	3%	3	3.06%
Unknown Ethnicity	7	6	4%		-	0%	-	0%	-	0.00%
White+Unknown	113	104	61%		8	8%	3	3%	3	3%
Veterans	3	3	2%		-	0%	-	0%	-	0%
Indiv. w Disabilities	15	14	8%		2	14%	-	0%	-	0%

Least Selected:		Least Selected:		Least Selected:
Not Female	<i>Adverse</i>	Not Female	<i>Adverse</i>	Not Female
Not Minority	<i>Adverse</i>	Ttl Minorities	<i>Adverse</i>	Ttl Minorities

Category Summary
Professional Faculty

	Records	Applicants	Appl%		Interviews	Selection Rate %	Offers	Selection Rate %	Hires	Selection Rate %
Total/Selection Rate (compare to applicants)	221	221	100%		26	12%	3	1%	3	1%
Male	-	-	0%		-	0%	-	0%	-	0%
Female	-	-	0%		-	0%	-	0%	-	0%
Other	6	6	3%		-	0%	-	0%	-	0%
Unknown	45	45	20%		5	11%	1	2%	1	2%
Total Min	90	90	41%		12	13%	2	2%	2	2%
Asian	43	43	19%		7	16%	1	2%	1	2%
Black	28	28	13%		3	11%	1	4%	1	4%
Hispanic	17	17	8%		2	12%	-	0%	-	0%
Other inc 2 or more	2	2	1%		-	0%	-	0%	-	0%
Total White	59	59	0%		3	5%	-	0%	-	0%
Unknown Ethnicity	8	8	4%		3	38%	-	0%	-	0%
White+Unknown	67	67	30%		6	9%	-	0%	-	0%
Veterans	-	-	0%		-	0%	-	0%	-	0%
Indiv. w Disabilities	11	11	5%		3	27%	-	0%	-	0%

Least Selected:		Least Selected:		Least Selected:
Female	<i>Adverse</i>	Female	<i>Adverse</i>	Female
Not Minority	<i>Adverse</i>	Not Minority	<i>Adverse</i>	Not Minority
				<i>Adverse</i>

Category Summary

Professional Non-Faculty

	Records	Applicants	Appl%		Interviews	Selection Rate %	Offers	Selection Rate %	Hires	Selection Rate %
Total/Selection Rate (compare to applicants)	222	203	91%		27	13%	4	2%	4	2%
Male	17	17	8%		3	18%	-	0%	-	0%
Female	44	43	21%		3	7%	2	5%	2	5%
Other	-	-	0%		-	0%	-	0%	-	0%
Unknown	14	10	5%		-	0%	-	0%	-	0%
Total Min	132	127	63%		17	13%	4	3%	4	3%
Asian	51	49	24%		8	16%	2	4%	2	4%
Black	48	46	23%		7	15%	1	2%	1	2%
Hispanic	28	27	13%		2	7%	1	4%	1	4%
Other inc 2 or more	5	5	2%		-	0%	-	0%	-	0%
Total White	64	55	27%		6	11%	-	0%	-	0%
Unknown Ethnicity	7	6	3%		2	33%	-	0%	-	0%
White+Unknown	71	61	30%		8	13%	-	0%	-	0%
Veterans	5	5	2%		2	40%	1	20%	1	20%
Indiv. w Disabilities	12	12	6%		2	17%	-	0%	-	0%

Least Selected:		Least Selected:		Least Selected:
Female	<i>Adverse</i>	Not Female	<i>Adverse</i>	Not Female
Not Minority	<i>OK Sel</i>	Not Minority	<i>Adverse</i>	Not Minority
				<i>Adverse</i>

Appendix G-2 Exceptions to the Search Process

This Appendix lists search exceptions.

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

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

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

HE Assistant

Legal Affairs and Labor Relations

Gender

Female

Ethnicity

Hispanic/Latino

Basis Part Time to Full Time

HE Associate

Dean's Office Zicklin School of Business

Gender

Female

Ethnicity

White

Basis Part Time to Full Time

Appendix H Utilization of Individuals with Disabilities by Job Group

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

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

Baruch College

Total Individual(s) with Disabilities: 23 Percent of total reported employees: 1.9%

Category:	Staff	Indiv. with Disabilities	Rate
Executive/Administrative/Managerial			
Admin 1: Executive	31	0	0.0%
Admin 2: Managerial	150	3	2.0%
Managerial: Facilities	1	0	0.0%
Managerial: Infor Tech	3	0	0.0%
Managerial: Security	3	0	0.0%
Professional Faculty			
Faculty: Professoriate	420	6	1.4%
Faculty: Librarian	19	0	0.0%
Faculty: Lecturer	59	0	0.0%
Professional Non-Faculty			
Accountant: Professional	5	0	0.0%
Admin 3: Professional	204	8	3.9%
Admin 5: Engineer-Architect	2	0	0.0%
Info Tech: Professional	26	0	0.0%
Administrative Support Workers			
Accountant: Assistant	6	0	0.0%
Administrative Assistant	20	1	5.0%
Office Assistant	39	4	10.3%
Mail Services Worker	3	0	0.0%
Technicians			
Admin 4: College Lab Technician	6	0	0.0%
Broadcast-Media	3	0	0.0%
Info Tech: Technician	1	0	0.0%
Craft Workers			
Skilled Trades: Supervisory	3	0	0.0%
Skilled Trades: Not Supervisory	17	0	0.0%
Laborers and Helpers	2	0	0.0%
Basic Crafts-Buildings and Grounds	10	0	0.0%
Service Workers			
Campus Public Safety Sergeant	11	0	0.0%
Campus Peace Officer	36	1	2.8%
Campus Security Assistant	28	0	0.0%
Custodial: Supervisory	12	0	0.0%
Custodial: Assistant	69	0	0.0%