

LEHMAN COLLEGE 2024-2025 AFFIRMATIVE ACTION PLAN

Affirmative Action Plan covering Minorities and Women (Executive Order 11246),
Individuals with Disabilities (Section 503) and Veterans (VEVRAA)

Contact:

**Maritza Rivera, Chief Diversity Officer
Office of Compliance and Diversity
Lehman College
Shuster Hall, Room 350**

**This plan is available for public review at:
The Office of Compliance and Diversity
Shuster Hall, Room 350**

This document in accessible PDF format is available upon request. Contact Maritza Rivera by calling (718) 960-8111 if you require assistance with reading this document due to a disability.



TABLE OF CONTENTS

PART ONE: INTRODUCTION AND BACKGROUND	3
COLLEGE OVERVIEW	4
Academic Offerings, research and Accreditations	4
Academic Excellence and Research Distinction	4
Comprehensive Accreditations and Honors	5
Community Partnerships and Educational Collaborations	5
Centers, Institutes, and Student Development Resources	5
Campus and Cultural Resources	6
Mission, Vision and Values	7
POLICIES	8
RESPONSIBILITY FOR IMPLEMENTATION	8
The President	8
Chief Diversity Officer	8
College Officials	9
Committee on Equity, Inclusion, Accessibility and Anti-Racism	10
University Management	10
PART TWO: DATA AND ANALYSIS	11
DATA SOURCES FOR THIS REPORT	11
Employee Data	11
Self-Identification Categories	11
Analyzing Data	12
WORKFORCE ANALYSIS	13
JOB GROUP ANALYSIS	15
UTILIZATION ANALYSIS	15
UTILIZATION, UNDERUTILIZATION and PLACEMENT GOAKS	18
Personnel Activity	27
Recruiting Activity	27
APPENDICES	53

The Appendices follow this document and the pages are numbered separately.

PART ONE: INTRODUCTION AND BACKGROUND

Lehman College of The City University of New York is committed to a policy of equal opportunity and affirmative action. Lehman is one of CUNY's 28 affirmative action establishments. Each year, we prepare an update to the Affirmative Action Plan (AAP) required by federal contractors for women, federally designated racial/ethnic groups, covered veterans and persons with disabilities covered by the following regulations:

Presidential Executive Order 11246, for women and federally protected racial/ethnic groups

Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended, for protected veterans

Section 503 of the Rehabilitation Act of 1973, as amended, for individuals with disabilities

The plan reflects the following timeframes:

Employee Census Date:	June 1, 2024
Reporting Year:	June 1, 2023 – May 31, 2024
Program Year:	September 1, 2024 – August 31, 2025

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

The U.S. Department of Labor's Office of Federal Contract Compliance Programs (OFCCP) oversees Affirmative Action Plan requirements for federal contractors. Some aspects of this plan are also informed by New York State and New York City regulations and guidelines for public agencies.

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

COLLEGE OVERVIEW

Lehman College, part of The City University of New York (CUNY) system, is the only four-year public college in the Bronx and serves as a prominent educational and cultural anchor within the borough. Established as an independent institution in 1968, Lehman was named after Herbert H. Lehman, a former Governor of New York, U.S. Senator, and director of the United Nations Relief and Rehabilitation Administration. Lehman College's campus was the original location for the United Nations, where the Declaration of Human Rights was signed, a legacy that the College proudly embraces as part of its commitment to social responsibility and equity.

Academic Offerings, research and Accreditations

Lehman provides undergraduate and graduate studies in the liberal arts and sciences and professional education within a dynamic research environment. With a diverse student body of more than 13,000 students and more than 90,000 alumni, Lehman offers more than 80+ undergraduate majors, 60+ graduate programs and 15+ online programs.

The School of Arts and Humanities at Lehman College offers over thirty majors and forty minors, supporting a broad exploration of the liberal arts. The School of Business, launched on July 1, 2022, with an opening ceremony on September 15, 2022, houses three departments—Accounting, Management and Business Innovation, and Finance, Information Systems, and Economics—providing seven degree programs to over 1,500 students.

The School of Education encompasses three departments: Counseling, Leadership, Literacy and Special Education; Early Childhood and Childhood Education; and Middle and High School Education. This school offers more than twenty-five nationally recognized and New York State-approved certification and advanced certificate programs for teachers, counselors, and educational leaders. In addition, the School of Education supports vital community outreach through the Literacy Institute, the Bronx Institute, and the Center for School/College Collaboratives. In the fall of 2023, Lehman launched a Doctor of Education in Organizational Leadership, Development, and Change (EDOL). Housed in the School of Education, the 52-credit interdisciplinary program is one of only three Ed.D. degrees offered at CUNY, and the first online, interdisciplinary doctoral program of its kind offered by a CUNY institution.

The School of Health Sciences, Human Services, and Nursing (HS2N) fosters strong community partnerships and experiential learning opportunities for students through collaborations with hospitals and community-based organizations across the Bronx, New York City, and beyond. This school includes six departments, nine graduate degrees, and numerous majors and minors. On June 1, 2023, the Lehman College Department of Nursing Doctor of Nursing Practice (DNP) program recognized Lehman's first doctoral nursing graduates. In 2024, Lehman's Online Master's Program in Health Education and Promotion was ranked first in the nation.

Lastly, the School of Natural and Social Sciences, with ten departments and more than fifty degrees and minors, integrates teaching, learning, and research, striving to make a positive impact on the world.

Academic Excellence and Research Distinction

Lehman hosts prestigious doctoral programs, including its plant sciences track, in partnership with CUNY's Graduate Center and maintains a unique, longstanding collaboration with the New York Botanical Garden. Nationally recognized for excellence, Lehman's research initiatives in fields such as anthropology, biological sciences, mathematics and computer science, psychology, and physics and astronomy are substantially supported by the National Institutes of Health and the National Science Foundation. These programs are particularly committed to empowering underrepresented minority students to pursue careers as scientists, reflecting the college's dedication to inclusivity and opportunity.

Lehman College's influence as an economic driver is frequently recognized. Lehman has also earned high rankings across various categories from multiple organizations, highlighting its academic quality, affordability, and social mobility. U.S. News & World Report ranked Lehman #31 among Regional Universities North, #12 among Top Public Schools, and #4 as a Top Performer on Social Mobility. Forbes recognized Lehman as #22 in the Top 25 Lowest Debt, #350 among Top Colleges 2025, and #167 in Public Colleges. CollegeNET placed Lehman in the top 20 colleges nationwide for driving the American Dream. Lehman's affordability and return on investment have also been noted by Washington Monthly and Money Magazine, which both ranked the college in the top 15% of "Best Colleges for Your Money."

Comprehensive Accreditations and Honors

Lehman is accredited by the Middle States Commission on Higher Education, with many programs holding additional specialized accreditations. For instance, its nursing program is accredited by the Commission on Collegiate Nursing Education, while the social work program is accredited by the Council on Social Work Education. In the sciences, the American Chemical Society certifies Lehman's B.S. chemistry degrees, and the American Speech-Language-Hearing Association accredits the graduate program in speech-language pathology. The School of Education's programs prepare students for New York State certification and are accredited by NCATE and CACREP.

Lehman College hosts a wide array of honor societies, encompassing national, discipline-specific, and specialized societies. Among the national honor societies, Lehman has chapters of Phi Beta Kappa, Sigma Xi, and the Golden Key National Honor Society, recognizing academic excellence across disciplines. For specific fields of study, Lehman offers honor societies such as Beta Beta Beta (biology), Chi Sigma Iota (counseling), Sigma Beta Delta (economics and business), Kappa Delta Pi (education), Pi Delta Phi (French), Phi Alpha Theta (history), Chi Alpha Epsilon (SEEK program), Sigma Theta Tau (nursing), Phi Sigma Tau (philosophy), Pi Sigma Alpha (political science), Psi Chi (psychology), Alpha Kappa Delta (sociology), and Sigma Delta Pi (Spanish). Additionally, Lehman is home to Alpha Sigma Lambda, an honor society dedicated to recognizing academically outstanding adult students. These societies reflect Lehman's commitment to fostering academic excellence across diverse fields of study.

Additionally, Lehman College is an active member of both the National Collegiate Athletic Association (NCAA) and the Eastern Collegiate Athletic Conference (ECAC), providing students with competitive sports programs that enhance their college experience. Lehman's athletics program, which includes teams across various sports, promotes leadership, teamwork, and personal growth, and supports student-athletes both academically and athletically. Participation in NCAA and ECAC events also fosters school spirit, creates opportunities for regional and national recognition, and contributes to a dynamic campus culture that emphasizes both academic and athletic achievement. Through these affiliations, Lehman College extends students' opportunities to excel beyond the classroom, preparing them to be well-rounded leaders and engaged community members.

Community Partnerships and Educational Collaborations

Lehman College's partnerships extend to K-12 education through collaborations with the New York City Department of Education. Schools like The Celia Cruz Bronx High School of Music and The High School of American Studies (ranked ninth among New York high schools by U.S. News & World Report) reflect Lehman's commitment to enhancing educational access. Lehman's School of Education, with initiatives such as The Bronx Institute and The Lehman Center for School/College Collaboratives, strengthens ties with local cultural institutions, including The New York Botanical Gardens, Bronx Zoo, and Wave Hill, enriching student and community experiences.

Centers, Institutes, and Student Development Resources

Lehman College offers a comprehensive network of centers, institutes, and student development resources that foster academic, professional, and personal growth. Among its specialized centers, **The Bronx Institute** is

dedicated to enhancing educational outcomes for Bronx students, with programs like GEAR UP, which prepares middle and high school students for college. The **Institute for Literacy Studies** supports educators in improving literacy outcomes, collaborating with local schools and communities. Lehman's **CUNY Institute for Health Equity** focuses on reducing health disparities through research and community partnerships, addressing health issues that disproportionately impact urban populations. The **Center for Human Rights and Peace Studies** engages students in social justice, human rights, and peace initiatives, while the **CUNY Jaime Lucero Mexican Studies Institute** offers scholarships, leadership training, and research for Mexican and Mexican-American communities and the **CUNY Institute for Irish American Studies** celebrates Irish American culture through interdisciplinary coursework and events.

Lehman College's student development resources are equally robust, supporting students academically, professionally, and personally. The **Career Exploration and Development Center (CEDC)** connects students with career counseling, internship placements, job search support, and networking opportunities. The **Office of Community Engagement and New Student Programs** encourages civic responsibility through volunteer projects while also helping first-year and transfer students transition into college. The **Office of Veteran and Reservist Affairs** provides essential resources for veterans and their families, while the **Counseling Center** offers mental health services, including individual counseling and crisis intervention. The **Office of Student Disability Services** ensures campus accessibility and advocacy for students with disabilities, and the **Child Care Center** supports student-parents with affordable childcare. Health and wellness are priorities at Lehman, and the **Student Health Center** provides preventive care, health education, and medical services. Culturally, the **Lehman College Art Gallery** and **Lehman Center for the Performing Arts** enrich campus life by hosting visual arts and world-class performances. Additionally, the **International Programs and Community Engagement** office facilitates study abroad and cross-cultural programs, promoting global citizenship.

Together, these centers, institutes, and resources underscore Lehman College's commitment to a holistic educational experience that prepares students for academic success, professional advancement, and active community engagement.

Campus and Cultural Resources

Set on a beautiful 37-acre campus with collegiate gothic architecture and tree-lined paths, Lehman College is not only an educational hub but also a cultural destination for the Bronx community. The Lehman Center for the Performing Arts, Lehman Stages, and the Lehman College Art Gallery make the campus a vibrant cultural center, providing students and residents with access to premier artistic and cultural programming.

Lehman College remains steadfast in its mission to provide high-quality, accessible education and to act as a catalyst for positive change within the Bronx and beyond. Through academic rigor, community engagement, and a commitment to diversity, Lehman College continues to foster an inclusive environment where students are prepared to thrive as leaders and innovators.

Mission, Vision and Values

Mission Statement

Lehman College, an urban public institution and economic and cultural catalyst in the Bronx, is a national engine for social mobility and a vibrant center of discovery and creative work, providing a transformative educational experience while advancing equity, inclusion and social justice.

Vision

Lehman College will be a nationally recognized leader in educational attainment and the expansion of knowledge through innovative curriculum and pedagogy, original research and scholarship, and enhanced digital solutions. The College will be a model of engaged citizenship and a leading force for a more just and sustainable world.

Values Statement

Inspired by the life of our namesake, Herbert H. Lehman, we are committed to:

Social Justice: Advocating for human rights, honoring differences and working towards equality and equity for all.

Excellence: Pursuing innovative teaching, research, and scholarship to produce a diverse pipeline of leaders and change agents committed to novel and sustainable solutions and igniting new possibilities.

Ethics: Upholding the principles of academic freedom, and demonstrating honesty, integrity, respect and care in our interactions with others.

Diversity and Inclusion: Fostering a campus environment that respects and values diverse perspectives and identities and where all members of the Lehman community experience a sense of belonging.

Service: Empowering the community through the increased engagement of faculty, staff, students and alumni in outreach and partnerships contributing to individual achievement, economic development and the common good.

ORGANIZATION CHART

Appendix A displays a high-level organization chart.

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.

Federally protected ethnicities identified in Executive Order 11246 are American Indian/Alaska Native, Asian, Black/African American, Hispanic/Latino, Native Hawaiian/Other Pacific Islander, Two or More Races, and Women. CUNY's Chancellor designated Italian American as a protected ethnicity for CUNY in 1976 and we produce a separate plan for Italian Americans.

The President issues a reaffirmation of our commitment to our policies annually.

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

Appendix B provides the text of the major policies.

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

RESPONSIBILITY FOR IMPLEMENTATION

While the College community is expected to comply with the policies, the President and college officers have specific responsibilities as described below.

The President

The President, **Fernand Delgado**, oversees affirmative action and diversity programs to assure compliance with federal, state, and city laws, rules and regulations and university policies. The President designates personnel to manage affirmative action, compliance, and diversity programs, including the Chief Diversity Officer (CDO), 504/Americans with Disabilities Act (ADA) Coordinator, and Title IX Coordinator. The President ensures designated personnel have authority, staffing, and other resources to fulfill their assigned roles. The President communicates commitment to equal employment opportunity (including an annual reaffirmation), and issues required reports, including this affirmative action plan.

Appendix C contains the annual reaffirmation letter issued by the President.

Chief Diversity Officer

The President has designated **Maritza Rivera** as Chief Diversity Officer (CDO) and Responsible Official who:

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

The Chief Diversity Officer completed the OFCCP's on-line certification of compliance with affirmative action program requirements prior to June 30, 2024.

The Office of Compliance and Diversity also:

- a. Assesses the effectiveness of the AA/EEO program to determine the degree to which goals and objectives are met and to recommend improvements where necessary;
- b. Conducts various analyses such as a utilization analysis, impact ratio analysis, and trend analysis for new hires, promotions, and terminations. If these analyses identify areas that need to be addressed, C&D staff will work with management on strategies to address these areas;
- c. Monitors employment/personnel actions to ensure compliance with AA/EEO policies;
- d. Assists with developing guidelines and prepares internal and external communications relative to College compliance activities;
- e. Conducts briefings, orientations, trainings and other programs for college officials, administrative and supervisory personnel, and search committees on a range of topics including, but not limited to, recruitment and search procedures, regulations and policies of the CUNY Board of Trustees, the Chancellor, the University Advisory Council on Diversity, and federal, state and city agencies;
- f. Serves as the liaison to the University Office of Recruitment and Diversity, government agencies, community-based programs and other organizations relative to employment opportunities for minorities, women, individuals with disabilities, and veterans;
- g. Serves as the resource office to the College community for the interpretation and application of AA/EEO regulations;
- h. Provides information about the equal opportunity policy and the complaint procedure to applicants and employees and addresses complaints consistent with University/College policy.

College Officials

Lehman College officers, including deans, department chairs, directors, executive officers, administrators, and other leaders with supervisory roles, act as strategic partners in promoting policy compliance and fostering an inclusive work and learning environment. These college officers play a crucial role in the following ways:

1. They actively support the President and the Office of Compliance and Diversity in implementing the College's Affirmative Action and Equal Employment Opportunity (AA/EEO) programs, ensuring that diversity and equity objectives are met.
2. By fostering a respectful and inclusive campus climate, they help to create an environment that values and embraces diverse perspectives, backgrounds, and identities, enriching the experiences of students, faculty, and staff.
3. College officers also ensure that the University's Non-Discrimination Policy is visibly posted, including essential contact information for the Chief Diversity Officer (CDO) such as names, titles, phone numbers, and office locations, in accessible areas where employees can easily review these important statements.

Together, these efforts reinforce Lehman College's commitment to creating a supportive, equitable, and inclusive community for all.

Committee on Equity, Inclusion, Accessibility and Anti-Racism

The Committee on Equity, Inclusion, Accessibility, and Anti-Racism (EIAAR) at Lehman College plays a pivotal role in fostering a diverse and inclusive campus environment. This committee is dedicated to promoting equity and addressing issues related to inclusion, accessibility, and anti-racism within the college community. The EIAAR Committee comprises faculty members, administrative representatives, and students. The committee convenes regularly to discuss and address pertinent issues. The EIAAR Committee has been proactive in proposing initiatives to enhance the campus climate. Notably, in May 2023, the committee put forward resolutions for the establishment of a Wellness Day on the academic calendar and addressed concerns related to food insecurity, demonstrating a holistic approach to student well-being. Through its dedicated efforts, the EIAAR Committee significantly contributes to creating a more equitable and inclusive atmosphere at Lehman College, ensuring that all community members feel valued and supported.

University Management

The University's Office of Recruitment and Diversity (ORD) establishes job groups and other report parameters and prepares summary statistics. ORD also reports progress to senior management and sponsors diversity programs (described later in this document). Details of University reports and diversity programs are provided here: [Click here for link \(www2.cuny.edu/about/administration/offices/hr/recruitment-diversity/\)](http://www2.cuny.edu/about/administration/offices/hr/recruitment-diversity/).

PART TWO: DATA AND ANALYSIS

The College analyzes workforce data to reflect regulations and best practices. No one method provides a complete picture, and none should be used exclusively. Methods include:

- Workforce Analysis of employees within organizational units
Establishment of job groups and relevant academic disciplines
- Labor market availability measures
- Utilization Analysis for job groups and disciplines
- Review of personnel actions (e.g., hiring, separation, promotion)
- Review of recruitment activity
- Review of Civil Service applicant pools
- Compensation reviews

Details are available from the US Department of Labor's Office of Contract Compliance Programs (OFCCP) at: [OFCCP site: https://www.dol.gov/ofccp/regs/compliance/ofcccomp.htm](https://www.dol.gov/ofccp/regs/compliance/ofcccomp.htm) (*Educational Institutions Technical Assistance Guide*).

DATA SOURCES FOR THIS REPORT

Employee Data

We extracted data on active employees as of June 1, 2024, from CUNY's system of record, CUNYfirst. We include personnel on most paid leaves, including medical and fellowship/ sabbatical leave. We exclude personnel on terminal leaves such as retirement leave, student workers (including Graduate Assistants) and people 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 conducted the last self-identification canvas on **April 22, 2024**. We also invite job applicants to self-identify on the job application portal.

All 987 full-time employees identify a gender as well as 1570 part-time employees identified a gender. One full-time employee and eight part-time employees did not identify a race/ethnic category. If an employee did not identify their gender and/or race/ethnicity that individual is included in the Workforce Analysis but not assigned to a protected group.

In terms of veteran and disability status, 635 of Lehman's 987 full-time employees and 1292 part-time employees did not respond to the question about veteran status and 275 full-time and 308 part-time employees did not respond to disability status. These categories are priorities for future campaigns by the Central office to encourage employees to self-identify.

Self-Identification Categories

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

- Total Protected Ethnicities (all groups other than White, reported as a single category)
- Asian (consolidates Asian, Hawaiian/Other Pacific Islander)
- Black/African American
- Hispanic/Latino
- White (not a federally protected ethnicity).

We record a person identifying as both Hispanic/Latino and another group as Hispanic/Latino, and not as Two or More Races.

We include the categories of American Indian/Alaska Native and Two or More Races under Total Protected Ethnicities and do not report them separately.

Consistent with long-standing agreements, we ask employees to self-identify Italian American status, and create a separate Italian American affirmative action plan. We also invite employees to voluntarily provide data on their ancestries from a list of approximately sixty categories.

CUNY provides for six categories of gender identification but uses the federally mandated categories for this plan. For federal reporting, we include only persons specifically identifying as female in the federally protected gender category.

The federal government is in the process of preparing new standards for self-identification expected to impact future Affirmative Action plans.

Analyzing Data

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

- Workforce Analysis (evaluating employment within organizational units/departments)
- Job Group Analysis (analysis of job groups and academic disciplines)
- Utilization Analysis (comparisons with labor market availability measures)
- Personnel and Recruiting Activity (personnel actions, recruitment and hiring, and compensation).

We rely on methods provided by the US Department of Labor's Office of Contract Compliance Programs (OFCCP) such as the *Educational Institutions Technical Assistance Guide (2019)*.

WORKFORCE ANALYSIS

The Workforce Analysis is a review of the representation of females and minorities by division, department and title/rank. This analysis evaluates participation by organizational unit rather than job group and presents job titles in hierarchical order so that higher paid/higher ranked jobs are listed first. Due to length, the Workforce Analysis charts are not included in the Plan.

The current workforce at Lehman College consists of 2,317 employees, comprised of 1,344 females, 961 males, and 12 individuals identifying as other genders. This analysis provides a breakdown of the demographic composition, focusing on gender and racial/ethnic diversity among employees.

Gender Distribution

- **Total Employees: 2,317**
 - **Female Employees: 1,344 (58%)**
 - **Male Employees: 961 (41%)**
 - **Other Genders: 12 (0.5%)**

The data indicates that females make up the majority of the workforce at 58%, which reflects a positive trend toward gender equity within the institution. Racial and Ethnic Diversity

Female Employees:

- **Total Minority Females: 875**
 - **Asian Females: 124 (14%)**
 - **Black Females: 283 (32%)**
 - **Hispanic Females: 438 (50%)**
 - **Other Races: 30 (3%)**
 - **White Females: 469 (35%)**

Male Employees:

- **Total Minority Males: 578**
 - **Asian Males: 92 (16%)**
 - **Black Males: 181 (31%)**
 - **Hispanic Males: 290 (50%)**
 - **Other Races: 15 (3%)**
 - **White Males: 395 (41%)**

Overall Diversity: The workforce exhibits a substantial presence of minority employees, particularly within the female demographic, where 65% identify as minority (875 out of 1,344). For males, 60% identify as minority (578 out of 961). This demonstrates a commitment to diversity across genders.

Racial/Ethnic Representation: Among female employees, Hispanic/Latino women represent the largest minority group at 50% (438), followed closely by Black/African American females at 32% (283) and Asian females at 14% (124). This suggests that Lehman College may have a strong representation of Hispanic/Latino and Black/African American women in its workforce. Among male employees, Hispanic/Latino men also represent the largest minority group at 50% (290), with Black/African American males at 31% (181) and Asian males at 16% (92). This parallel trend reflects a similar demographic makeup among male employees.

White Employees: White females constitute 35% of the total female population (469), while White males make up 41% of male employees (395).

JOB GROUP ANALYSIS

Job Group Analysis is a process of creating groups of jobs with similar duties and qualifications. For some reports we “roll up” job groups into categories based on the federal EEO-1 coding system.

CUNY reviews faculty job groups by both rank and academic discipline. CUNY assigns most faculty departments to disciplines as per the US Department of Education’s Classification of Instructional Programs (CIP).

CUNY organizes data about College Laboratory Technicians by assigning the employees’ departments to one of two categories: Scientific/Engineering/Technical or a General (non-scientific) category.

The Utilization Analysis (see next section) provides detail on job groups and academic disciplines.

UTILIZATION ANALYSIS

We compare CUNY’s job groups with an estimated labor market availability by job group. We evaluate utilization for females and federal ethnicity categories (Asian, Black/African American, and Hispanic/Latino and Total Protected Ethnicities).

Labor Market Source Data

Labor market availability is a benchmark calculated by job group. It is an estimate of the ratio of females and federally protected ethnicities available for employment. This information is based on both an external labor market in a reasonable geographic area, and an internal labor market of CUNY personnel eligible for advancement. We last calculated labor market availability in 2023.

It is not possible for anyone to exactly calculate labor market availability, as all calculations are based on historical data. We consider the calculations and the resulting findings to be general indicators.

We calculated an internal labor market utilizing lists of CUNY-wide appointments between 2017-2022. For Classified Civil Service titles, we also consulted with CUNY’s Director of Civil Service Operations. This review resulted in a percentage of internal advancements for each job group. The resulting demographics are based on persons employed as of June 1, 2022.

For external labor market calculations other than faculty, we utilized the US Census American Community Survey (ACS), 5-year estimate, 2017-2021 (final), extracted from University of Minnesota’s Integrated Public Use Microdata Sample (IPUMS). We selected data based on geography, labor force participation, occupation, and educational attainment.

We combine internal and external labor market calculations in proportion to the numbers of internal advancements and external hires into each job group.

For faculty, we calculated labor market availability by both job group and academic discipline within job group. We utilized the US Department of Education’s National Center for Education Statistics’ Integrated Post-Secondary Education Data System (IPEDS) degree completion data, 2020-2021 (final). We used the Classification of Instructional Programs (CIP) to identify discipline.

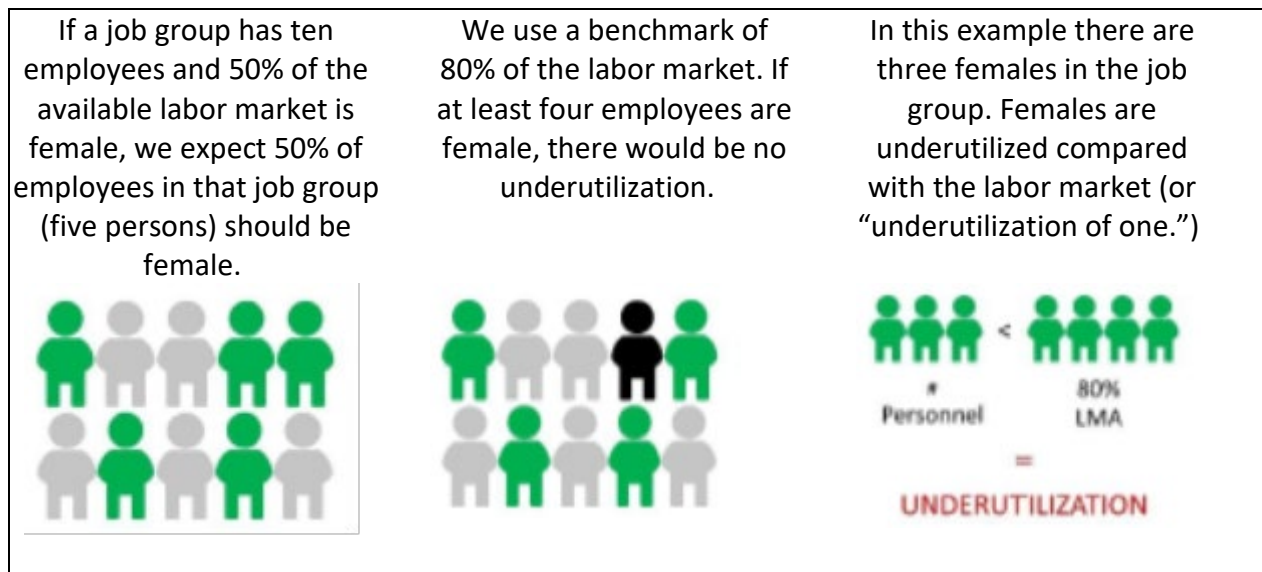
Calculating Underutilization

A workplace without bias should employ persons in protected groups in the same ratio that people in each group appear in the general labor market.

We calculate underutilization for groups with a minimum of five incumbents, with the caveat that analyzing groups of less than 30 employees may generate less reliable results. We do not report on the President's position, as it reports outside of our unit.

We report underutilization where the percent of employees belonging to a protected group does not reach a benchmark of at least 80% of the labor market estimate, and the difference is equal to at least one full-time equivalent employee. The following illustration may help explain:

Illustration: Utilization and Underutilization



Appendix D details utilization/underutilization in each category (job group and/or academic discipline). We prioritize job groups with underutilization for placement goals and outreach for hiring and advancement.

While we expect year-to-year variations to be the result of implementing our affirmative action plans, variations may also arise from changes in availability, hires, advancements, and separations.

Tables 3 and 4 summarize staffing and underutilization for each job group.

Illustrative Tables

Table 1: Workforce by Job Group and Category

Table 2: Full-Time Faculty by Title and Tenure Status

Table 3: Historical Changes in Underutilization – Faculty

Table 4: Historical Changes in Underutilization – Staff and College Laboratory Technicians

UTILIZATION, UNDERUTILIZATION and PLACEMENT GOAKS

We evaluate the utilization of females and total minorities by job group and compare these groups with the estimated labor market. While required only for the Total Minority category, CUNY has traditionally included a review by protected class. The resulting groups are:

- Female
- Total Minority
- Asian/Native Hawaiian/Other Pacific Islander
- Black/African American
- Hispanic/Latino

There must be at least five employees in the job group for the analysis because job groups with less than five employees produce results that are less reliable. Underutilization is evident when the utilization of individuals in a protected group is more than 20% below their availability in the labor market and where the difference can be expressed as at least one full-time equivalent employee. Job groups and disciplines for which there is underutilization are considered priorities for placement goals and enhanced outreach when searches are conducted.

Changes in utilization from year to year may arise from factors such as revised availability data or the number of hires, promotions, and separations in a job group. It is often not possible to pinpoint a single, direct cause. In a job group with a small number of employees, the utilization may change substantially even if only a single employee is replaced.

The following factors in updating labor market availability may have an impact on underutilization results:

- Change in timing of external data – moving our basis for comparison to more recent years;
- Change in internal/external hiring patterns – including the ratio of internal to external hires and the types of jobs from which we recruit internally;
- Change in composition of job groups and the mapping of occupational codes to job groups;
- Change in designated geography.

The following Exhibit summarizes staffing and underutilization for each job group at the College with a comparison to the previous year.

PROFESSORIAL TITLES

Full-Time Faculty

There is an increase in the number of faculty. The number increased by 11 from 2023 to 204 (from 386 to 397).

- The total number of faculty (Distinguished Professor, Professor, Associate Professor, Assistant Professor, Instructor, Lecturer and Clinical Professor) as a percentage of full-time employees has been fairly for the past seven years. The trend data is illustrated in the following chart.

Full Time	2024	2023	2022	2021	2020	2019	2018
Percentage	40.2%	39.1%	39.5%	39.7%	40.2	38.4%	38.1
Number	397 out of 987	386 out of 967	373 out of 945	373 out of 938	391 out of 971	379 out of 976	364 out of 954

Executive/Administrative/Managerial

Job Group	Ttl Empls	Female #	Female %	Pro. Eth #	Pro. Eth %
Admin 1: Executive	26	17	65.4%	14	53.8%
Admin 2: Managerial	133	77	57.9%	81	60.9%
Admin 2: Managerial Adjunct	161	104	64.6%	98	60.9%
Managerial: Facilities	4	0	0.0%	1	25.0%
Managerial: Info Tech	2	1	50.0%	2	100.0%
Managerial: Security	6	0	0.0%	6	100.0%

Professional Faculty

Job Group	Ttl Empls	Female #	Female %	Pro. Eth #	Pro. Eth %
Faculty: Professoriate	280	147	52.5%	119	42.5%
Faculty: Librarian	12	10	83.3%	5	41.7%
Faculty: Lecturer	105	70	66.7%	57	54.3%
Faculty: Lecturer Adjunct	476	282	59.2%	264	55.5%
Faculty: Professoriate Adjunct	251	136	54.2%	95	37.8%
Faculty: Continuing Education	88	54	61.4%	59	67.0%

Professional Non-Faculty

Job Group	Ttl Empls	Female #	Female %	Pro. Eth #	Pro. Eth %
Accountant: Professional	2	1	50.0%	2	100.0%
Admin 3: Professional	155	113	72.9%	131	84.5%
Admin 5: Engineer-Architect	1	1	100.0%	0	0.0%
Disability Accommodation Specl Adjunct	1	1	100.0%	1	100.0%
Info Tech: Professional	39	15	38.5%	35	89.7%
Info Tech: Professional Adjunct	1	0	0.0%	1	100.0%

Administrative Support Workers

Job Group	Ttl Empls	Female #	Female %	Pro. Eth #	Pro. Eth %
Accountant: Assistant	3	3	100.0%	3	100.0%
Administrative Assistant	11	10	90.9%	8	72.7%
Office Assistant	57	46	80.7%	48	84.2%
Office Assistant Adjunct	342	226	66.1%	304	88.9%
Mail Services Worker	2	0	0.0%	2	100.0%

Technicians

Job Group	Ttl Empls	Female #	Female %	Pro. Eth #	Pro. Eth %
Admin 4: College Lab Technician	25	10	40.0%	16	64.0%
Admin 4: College Lab Technician Adjunct	21	11	52.4%	15	71.4%
Broadcast-Media Adjunct	1	1	100.0%	1	100.0%
Info Tech: Technician	1	1	100.0%	1	100.0%
Info Tech: Technician Adjunct	6	0	0.0%	5	83.3%
Print Media Technician	1	0	0.0%	1	100.0%
Print Media Technician Adjunct	1	1	100.0%	1	100.0%

Craft Workers

Job Group	Ttl Empls	Female #	Female %	Pro. Eth #	Pro. Eth %
Skilled Trades: Supervisory	2	0	0.0%	1	50.0%
Skilled Trades: Not Supervisory	31	0	0.0%	10	32.3%
Laborers and Helpers	7	0	0.0%	4	57.1%
Basic Crafts-Buildings and Grounds	5	0	0.0%	4	80.0%

Service Workers

Job Group	Ttl Empls	Female #	Female %	Pro. Eth #	Pro. Eth %
Campus Public Safety Sergeant	10	3	30.0%	10	100.0%
Campus Peace Officer	7	5	71.4%	7	100.0%
Campus Security Assistant	8	1	12.5%	8	100.0%
Custodial: Supervisory	4	1	25.0%	4	100.0%
Custodial: Assistant	47	16	34.0%	47	100.0%

Full-Time Faculty by Title and Tenure Status

2024-2025

Lehman College

Total Faculty: 397

Status categories are: Tenure, Track Tenure, Substitute, and "Instructors or Others PSC" (not eligible for tenure). This report refers to tenure as of the 2023-2024 academic year (effective 9/1/2023)

Group/Title/Status	Ttl Empls	Female #	Female %	Pro. Eth #	Pro. Eth%
---------------------------	------------------	-----------------	-----------------	-------------------	------------------

Faculty: Lecturer

Lecturer	63	43	68.3%	36	57.1%
CCE Certificate Continuous Emp	22	17	77.3%	8	36.4%
Lecturer track CCE	33	21	63.6%	21	63.6%
Substitute >=6 Mo Or Prior Ben	8	5	62.5%	7	87.5%
Lecturer Doc Sch	39	25	64.1%	19	48.7%
CCE Certificate Continuous Emp	12	8	66.7%	4	33.3%
Lecturer track CCE	17	13	76.5%	11	64.7%
Substitute >=6 Mo Or Prior Ben	10	4	40.0%	4	40.0%
Clinical Professor	3	2	66.7%	2	66.7%
Instructors and others PSC	3	2	66.7%	2	66.7%

Faculty: Librarian

Lecturer-Librarian	2	2	100.0%	2	100.0%
CCE Certificate Continuous Emp	2	2	100.0%	2	100.0%
Instructor-Librarian	1	1	100.0%	1	100.0%
Instructors and others PSC	1	1	100.0%	1	100.0%
Asst Professor-Librarian	6	4	66.7%	2	33.3%
Track Tenure	6	4	66.7%	2	33.3%
Assc Professor-Librarian	2	2	100.0%	0	0.0%
Tenured	1	1	100.0%	0	0.0%
Track Tenure	1	1	100.0%	0	0.0%
Professor-Librarian	1	1	100.0%	0	0.0%
Tenured	1	1	100.0%	0	0.0%

Faculty: Professoriate

Full-Time Faculty by Title and Tenure Status

2024-2025

Lehman College

Total Faculty: 397

Status categories are: Tenure, Track Tenure, Substitute, and "Instructors or Others PSC" (not eligible for tenure). This report refers to tenure as of the 2023-2024 academic year (effective 9/1/2023)

Group/Title/Status	Ttl Empls	Female #	Female %	Pro. Eth #	Pro. Eth%
---------------------------	------------------	-----------------	-----------------	-------------------	------------------

Faculty: Professoriate

Asst Professor	81	48	59.3%	53	65.4%
Substitute >=6 Mo Or Prior Ben	3	2	66.7%	2	66.7%
Tenured	5	2	40.0%	4	80.0%
Track Tenure	73	44	60.3%	47	64.4%
Assc Professor	109	62	56.9%	42	38.5%
Tenured	102	59	57.8%	36	35.3%
Track Tenure	7	3	42.9%	6	85.7%
Professor	86	37	43.0%	24	27.9%
Tenured	86	37	43.0%	24	27.9%
Distinguished Professor	4	0	0.0%	0	0.0%
Instructors and others PSC	4	0	0.0%	0	0.0%

This exhibit summarizes underutilization of protected groups by job group and discipline in faculty ranks, organized by job group and academic discipline. We report combinations of job group and discipline only in years they have five or more incumbents.

This summary reports underutilization in:

- 2024 - 2025 Plan (as of 6/1/2024 - current plan)
- 2023 - 2024 Plan (as of 6/1/2023)
- 2022 - 2023 Plan (as of 6/1/2022)
- 2021 - 2022 Plan (as of 6/1/2021)

In 2023, we updated Labor Market Availability estimates, which could impact results between years. We also began calculating underutilization for adjunct faculty. In 2024, we refined the method to account for multiple adjunct appointments, which could reduce the total adjunct count.

Underutilization indicates areas of outreach for recruitment and advancement. When underutilization does not change year-to-year, it may be due to limited turnover (opportunities to hire or promote into the job group).

There are more details in the plan narrative and in Appendix D (Utilization Analysis).

Faculty: Professoriate Adjunct

		Total Faculty	Female	Total Pro. Eth.	Asian/Nat Haw./OPI	Black/African Am.	Hispanic/Latino
Area, Ethnic, Cultural, Gender, and Group Studies							
	2024	6					
	2023	7			1	1	
Biological and Biomedical Sciences							
	2023	12	1				
Business, Management, Marketing and Support							
	2024	12			1	2	
	2023	13		1	1	2	
Education							
	2024	34	5	3		4	
	2023	21	3			1	
Education - Developmental							
	2024	38	9		2		
	2023	41		4	4	2	
English Language and Literature/Letters							
	2024	10					1
	2023	13		1			1
Foreign Languages, Literatures, and Linguistics							
	2024	7					
	2023	8					
Health Professions and Related Programs							
	2024	40			4		
	2023	44			5		1

Faculty: Professoriate Adjunct

	Total Faculty	Female	Total Pro. Eth.	Asian/Nat Haw./OPI	Black/ African Am.	Hispanic/ Latino
History						
2024	5					1
2023	5		1			1
Parks, Recreation, Leisure and Fitness Studies						
2024	5	1				
Philosophy and Religious Studies						
2023	5	2	1			
Physical Sciences						
2023	6	1				
Psychology						
2024	20					
2023	21					
Social Sciences						
2024	16					
2023	18	2				
Social Work						
2024	13	3		1		
2023	12	6	1	1	1	
Visual and Performing Arts						
2024	28		3	2		1
2023	26				1	1

Faculty: Professoriate

	Total Faculty	Female	Total Pro. Eth.	Asian/Nat Haw./OPI	Black/ African Am.	Hispanic/ Latino
Area, Ethnic, Cultural, Gender, and Group Studies						
2024	12			1		
2023	13			1		
2022	14			1		
2021	14			1		
Biological and Biomedical Sciences						
2024	13	2			1	
2023	14	3			1	
2022	14	2				
2021	14	2				
Business, Management, Marketing and Support						
2024	18	4			5	

Faculty: Professoriate

	Total Faculty	Female	Total Pro. Eth.	Asian/Nat Haw./OPI	Black/African Am.	Hispanic/Latino
Business, Management, Marketing and Support						
2023	17	4			4	
2022	16	3			3	
2021	18	3			4	
Communications, Journalism, AND Visual/Perf Arts						
2024	6	1		1		
2023	6	1		1		
2022	6	1				
2021	6	1				
Computer and Information Sciences and Support						
2024	6	2			1	
2023	6	2			1	
2022	6	1			1	
2021	7	1			1	
Education						
2024	32					
2023	33					
2022	34					
2021	36				2	
English Language and Literature/Letters						
2024	18					
2023	19					
2022	19					
2021	19					
Foreign Languages, Literatures, and Linguistics						
2024	11	2		1		
2023	11	2		1		
2022	12	3				
2021	13	3		1		
Health Professions and Related Programs						
2024	32					
2023	24			3		
2022	35			4		
2021	35			4		
History						
2024	11		1			1
2023	11		1			1
2022	12					

Faculty: Professoriate

	Total Faculty	Female	Total Pro. Eth.	Asian/Nat Haw./OPI	Black/African Am.	Hispanic/Latino
History						
2021	12					
Mathematics and Statistics						
2024	15		1	1		
2023	15		1	1		
2022	12		1			
2021	13		1			
Parks, Recreation, Leisure and Fitness Studies						
2024	6	1				
2023	6	1				
Philosophy and Religious Studies						
2023	5		1			
2022	5		1			
2021	5		1			
Physical Sciences						
2024	18	1				
2023	16	2		1		
2022	17					
2021	17					
Psychology						
2024	11	3		1		
2023	12	4		1		
2022	14	5	1	1		
2021	14	5	1	1		
Social Sciences						
2024	27					
2023	28					
2022	28					
2021	29					
Social Work						
2024	12	3				
2023	11	2				1
2022	13	3				1
2021	13	3				1
Visual and Performing Arts						
2024	25			1		
2023	24			2		

Faculty: Professoriate

Visual and Performing Arts

	Total Faculty	Female	Total Pro. Eth.	Asian/Nat Haw./OPI	Black/African Am.	Hispanic/Latino
2022	22		1	2		
2021	24		2	2		

Faculty: Librarian

Library (Librarians/Non-Teaching)

	Total Faculty	Female	Total Pro. Eth.	Asian/Nat Haw./OPI	Black/African Am.	Hispanic/Latino
2024	12					
2023	13					
2022	13			1		
2021	12					

Faculty: Lecturer Adjunct

Area, Ethnic, Cultural, Gender, and Group Studies

	Total Faculty	Female	Total Pro. Eth.	Asian/Nat Haw./OPI	Black/African Am.	Hispanic/Latino
2024	10	3		1		
2023	12	3		1		

Biological and Biomedical Sciences

2024	17					
2023	21					

Business, Management, Marketing and Support

2024	25					
2023	26					

Communications, Journalism, AND Visual/Perf Arts

2024	5	1			1	
2023	9	3		1		

Computer and Information Sciences and Support

2024	13	1		2		
2023	15	1		2		

Education

2024	85			4		
2023	60			2		

Education - Developmental

2024	89					
2023	94			5		

English Language and Literature/Letters

Faculty: Lecturer Adjunct

	Total Faculty	Female	Total Pro. Eth.	Asian/Nat Haw./OPI	Black/ African Am.	Hispanic/ Latino
English Language and Literature/Letters						
2024	14	2		1		2
2023	29	7		1		
Foreign Languages, Literatures, and Linguistics						
2024	16			2	1	
2023	16				1	
Health Professions and Related Programs						
2024	70			6		
2023	99			7		
Mathematics and Statistics						
2024	18	3		2		
2023	22	4		2		
Parks, Recreation, Leisure and Fitness Studies						
2024	21					
Philosophy and Religious Studies						
2024	8					
2023	6					
Physical Sciences						
2024	25					
2023	29					
Psychology						
2024	7	2				
2023	7					
Social Sciences						
2024	17					2
2023	17					
Social Work						
2024	11	4				
2023	14			1		
Visual and Performing Arts						
2024	22			1	2	
2023	21				2	

Faculty: Lecturer

Total Faculty	Female	Total Pro. Eth.	Asian/Nat Haw./OPI	Black/ African Am.	Hispanic/ Latino
---------------	--------	-----------------	--------------------	--------------------	------------------

Faculty: Lecturer

	Total Faculty	Female	Total Pro. Eth.	Asian/Nat Haw./OPI	Black/African Am.	Hispanic/Latino
Biological and Biomedical Sciences						
2024	6	1		1		
2023	5	1		1		
Business, Management, Marketing and Support						
2024	8			1		
2023	9			1		
2022	7			1		
2021	7			1		
Computer and Information Sciences and Support						
2024	6			2		
2023	5		1			1
Education						
2024	15					
2023	11			1		1
2022	7					1
2021	6					1
English Language and Literature/Letters						
2024	9				1	
2023	7	1			1	
2022	6				1	
2021	6				1	
Health Professions and Related Programs						
2024	19					
2023	17			1		
2022	17					1
2021	15			1		1
Mathematics and Statistics						
2022	5					
2021	5					
Psychology						
2024	5	1				
Visual and Performing Arts						
2024	6	3				1
2023	6	2				1
2022	5	2	2			1

Faculty: Continuing Education

	Total Faculty	Female	Total Pro. Eth.	Asian/Nat Haw./OPI	Black/African Am.	Hispanic/Latino
Continuing Education Programs						
2024	17					
Education - Developmental						
2024	71			4		
2023	89			3		

Lehman College

This exhibit summarizes underutilization of protected groups for non-faculty, presented by job group (organized by EEO Category, as in the Workforce Summary). We report job groups only in years they have five or more incumbents.

This summary reports underutilization in:

- 2024 - 2025 Plan (as of 6/1/2024 - current plan)
- 2023 - 2024 Plan (as of 6/1/2023)
- 2022 - 2023 Plan (as of 6/1/2022)
- 2021 - 2022 Plan (as of 6/1/2021)

In 2023, we updated Labor Market Availability estimates, which could impact results between years. We also began calculating underutilization for hourly appointments. In 2024, we refined the method to account for multiple hourly appointments, which could reduce the total staff count.

Underutilization indicates areas of potential outreach for recruitment and advancement. When underutilization does not change year-to-year, it may be due to limited turnover (opportunities to hire or promote into the job group).

There are more details in the plan narrative and in Appendix D (Utilization Analysis).

Executive/Administrative/Managerial

	Total Staff	Female	Total Pro. Ethnicity	Asian/Nat Haw./OPI	Black/ AfricanAm	Hispanic/ Latino
Admin 1: Executive						
2024	26					
2023	24					
2022	23					1
2021	21			1		
Admin 2: Managerial						
2024	133			11		
2023	131			12		
2022	116			7		
2021	118			6		
Admin 2: Managerial Adjunct						
2024	161			9		
2023	200			11		
Managerial: Security						
2024	6	1			1	
2023	6	1			1	
2022	5				2	
2021	5				2	

Professional Non-Faculty

	Total Staff	Female	Total Pro. Ethnicity	Asian/Nat Haw./OPI	Black/ AfricanAm	Hispanic/ Latino
Accountant: Professional						
2021	5	1			1	
Admin 3: Professional						
2024	155			13		
2023	136			11		
2022	130			4		
2021	134			3		
Info Tech: Professional						
2024	39			3	1	

Professional Non-Faculty

Info Tech: Professional

	Total Staff	Female	Total Pro. Ethnicity	Asian/Nat Haw./OPI	Black/AfricanAm	Hispanic/Latino
2023	33				2	
2022	31	3			3	
2021	32	5		2	3	

Administrative Support Workers

Accountant: Assistant

	Total Staff	Female	Total Pro. Ethnicity	Asian/Nat Haw./OPI	Black/AfricanAm	Hispanic/Latino
2022	7			1		
2021	8			1		

Administrative Assistant

2024	11			1	3	
2023	11			1	3	
2022	11			1	3	
2021	12			1	2	

Office Assistant

2024	57			5		
2023	58			6		
2022	52			3		
2021	55			3		

Office Assistant Adjunct

2024	342					
2023	389					

Technicians

Admin 4: College Lab Technician

College Lab Tech: Other

2024	9	5		1		
2023	10	5		1		
2022	10		1	2		
2021	10		1	2		

Admin 4: College Lab Technician

College Lab Tech: Science, Tech, Eng.

2024	16					
2023	15					
2022	11					
2021	11					

Admin 4: College Lab Technician Adjunct

College Lab Tech: Other

2024	12	2				
2023	9	3		1		

Admin 4: College Lab Technician Adjunct

College Lab Tech: Science, Tech, Eng.

2024	9	1		1		
2023	9					

Info Tech: Technician

2022	6			1		
2021	6			1		

Info Tech: Technician Adjunct

2024	6	1		1		
------	---	---	--	---	--	--

Technicians

Info Tech: Technician Adjunct

	Total Staff	Female	Total Pro. Ethnicity	Asian/Nat Haw./OPI	Black/ AfricanAm	Hispanic/ Latino
2023	10	2		2		

Craft Workers

Basic Crafts-Buildings and Grounds

	Total Staff	Female	Total Pro. Ethnicity	Asian/Nat Haw./OPI	Black/ AfricanAm	Hispanic/ Latino
2024	5				1	
2023	6				1	
2022	7	1		1	1	
2021	7	1		1	1	

Laborers and Helpers

2024	7	1	1		1	1
2023	8	2	2		1	1
2022	10	2	2		1	2
2021	10	2	3		1	3

Skilled Trades: Not Supervisory

2024	31	1	4			4
2023	30	1	3			2
2022	33	1				
2021	33	1				

Service Workers

Campus Peace Officer

	Total Staff	Female	Total Pro. Ethnicity	Asian/Nat Haw./OPI	Black/ AfricanAm	Hispanic/ Latino
2024	7			1	3	
2023	15			2	4	
2022	19			1		
2021	20			2		

Campus Public Safety Sergeant

2024	10				3	
2023	9				1	
2022	10				1	
2021	9	1			2	

Campus Security Assistant

2024	8	1			1	
2023	10	1			2	
2022	9				2	
2021	11	1		1		

Custodial: Assistant

2024	47					
2023	48					
2022	54					
2021	41					4

Custodial: Supervisory

2023	5	1				
2022	6				2	
2021	6	1			1	

Professorial Hires and Separations by Department 2023-2024

Lehman College welcomed eighteen new full-time faculty members this year—seven external and eleven internal—with notable diversity across racial, ethnic, and gender lines:

- **Underrepresented Minority (URM) Representation:** URM faculty make up nearly three-quarters of the new hires, totaling 13 individuals, or 72%.
- **Racial/Ethnic Composition:** The new faculty appointments include 5 White, 7 Asian/Pacific Islander, 2 Black/African American, and 4 Hispanic/Latino members.
- **Gender Diversity:** Women represent 56% of these new hires, totaling ten members.

Additionally, thirteen faculty members departed, including 9 White, 1 Asian/Pacific Islander, and 3 Hispanic/Latino members:

- **URM Separation:** URM faculty accounted for 30% of these separations, with four individuals leaving.
- **Gender in Separation:** Women comprised more than half of the separations, totaling 8 individuals, or 62%.

These hiring and separation trends reflect Lehman’s ongoing efforts to foster a diverse and inclusive academic community.

Females (Professor, Associate Professor, Assistant Professor)

Females	2024	2023	2022	2021	2020	2019	2018
Percentage	57.1%	56.2%	57.1%	56.6%	57.0%	54.6%	53.8%
Number	227 out of 397	217 out of 386	213 out of 373	211 out of 373	228 out of 391	207 out of 379	196 out of 364

- There was a modest increase in both the number and percentage of female faculty, rising from 217 in 2023 to 227 in 2024, with representation growing from 56.2% to 57.1%.
- Over the past five years, female representation has met or exceeded labor force availability across various academic administrative units (AAUs), including: Area, Ethnic, Cultural, Gender, and Group Studies; Education; English Language and Literature/Letters; Health Professions and Related Programs; History; Mathematics and Statistics; Philosophy and Religious Studies; Social Sciences; Visual and Performing Arts; and the Library.
- Changes in underutilization for females have varied by AAU, with levels either increasing, decreasing, or remaining stable. A detailed report includes the number of underutilized individuals and personnel actions for each affected AAU.

Minority Faculty – Professor, Associate Professor and Assistant Professor Titles

Minorities	2024	2023	2022	2021	2020	2019	2018
Percentage	46%	40.5%	38.6%	38.6%	35.8%	36.4%	34.0%
Number	181 out of 397	156 out of 385	144 out of 373	144 out of 373	140 out of 391	138 out of 379	124 out of 364

Between 2018 and 2024, Lehman College saw a notable increase in both the number and percentage of minority faculty. For example, minority faculty numbers rose by 14 between 2018 and 2019 (from 124 to 138), by 2 from 2019 to 2020 (from 138 to 140), and by 4 from 2020 to 2021 (from 140 to 144). The count held steady at 144 between 2021 and 2022 but then climbed significantly, with an increase of 12 from 2022 to 2023 (from 144 to 156) and a substantial rise of 25 from 2023 to 2024 (from 156 to 181). This recent growth represents a 5.5% increase in minority faculty representation from 2023 to 2024, raising it from 40.5% to 46%.

- All racial and ethnic groups are represented at or above labor force availability in the following academic administrative units (AAUs): Education; English Language and Literature/Letters; Health Professions and Related Programs; Library; Parks, Recreation, Leisure and Fitness Studies; Physical Sciences; Social Sciences; and Social Work.
- There is no underutilization of total minorities, Asian/Pacific Islanders, or Hispanic/Latino faculty within the following AAUs: Biological and Biomedical Sciences; Business, Management, Marketing and Support Services; and Computer/Information Sciences and Support.
- Additionally, there is no underutilization of total minorities, Black/African Americans, or Hispanic/Latino faculty in the AAUs for Area, Ethnic, Cultural, Gender, and Group Studies; Communications; Journalism; Foreign Languages, Literatures, and Linguistics; Psychology; and Visual and Performing Arts.

Summary

Lehman College experienced a modest increase in full-time faculty, with the total rising from 386 in 2023 to 397 in 2024. This year's 18 new hires include seven external and eleven internal appointments, highlighting diversity in gender, racial, and ethnic backgrounds: 72% of these new hires are underrepresented minorities (URM), with a racial composition of 5 White, 7 Asian/Pacific Islander, 2 Black/African American, and 4 Hispanic/Latino faculty. Women represent 56% of these new appointments. Additionally, 13 faculty members separated, with URM faculty comprising 30% of this group and women making up 62% of separations. These hiring and separation trends underscore Lehman's commitment to building a diverse academic community.

Female representation among faculty has increased slightly, with women now comprising 57.1% of the faculty, up from 56.2% in 2023. Over the past five years, women have met or exceeded labor force availability across multiple academic units, including Education, English, Health Professions, and Social Sciences. Changes in underutilization for females have varied by unit, with shifts documented per academic unit.

Minority faculty numbers have steadily risen, from 124 in 2018 to 181 in 2024—a 5.5% increase in minority representation over the last year alone, moving from 40.5% to 46%. All racial and ethnic groups are represented at or above their labor force availability in numerous units, including Education, Health Professions, and Social Work. Additionally, there is no underutilization for total minorities or specific minority groups in several units, such as Business, Biological Sciences, and Psychology. This progress demonstrates Lehman's ongoing dedication to fostering an inclusive environment across all academic disciplines.

LECTURER TITLES

Nine academic disciplines at Lehman College have five or more lecturers, meeting the minimum threshold required to form an Academic Administrative Unit (AAU). These disciplines include Biological and Biomedical Sciences; Business, Management, and Marketing Support Services; Computer and Information Sciences and Support; Education; English Language and Literature/Letters; Health Professions and Related Programs; Mathematics and Statistics; Psychology; and Visual and Performing Arts. Notably, there were no hires or separations in two AAUs: Business, Management, Marketing, and English Language and Literature/Letters.

There were a total of 28 hires at Lehman College, with 19 internal and 9 external appointments. Of these hires, 17 (61%) were female, 10 (36%) male, and one individual's gender was unspecified. Minority hires represented the majority, totaling 21 individuals, broken down as follows: 4 Asian/Pacific Islander, 2 Black/African American, 13 Hispanic/Latino, and 2 American Indian.

In the same period, 14 employees left the college, evenly split by gender with 7 females and 7 males. Among those separating from the college, 6 were minorities, including 1 Asian/Pacific Islander, 2 Black/African American,

and 3 Hispanic/Latino individuals. These hiring and separation figures reflect Lehman College's commitment to diversity in both new appointments and retention efforts.

Female Representation

Over the past two years, women have met or exceeded labor force availability in multiple AAUs, including Business, Management, Marketing and Support Services; Computer and Information Sciences and Support; Education; English Language and Literature/Letters; and Health Professions and Related Programs.

Minority Representation

The underutilization within the Lecturer title is summarized as follows:

AAU	Group	Underutilization
Business, Management, Marketing and Support Services	Asian/Native Hawaiian/Other Pacific Islander	1
Business, Management, Marketing and Support Services	Asian/Native Hawaiian/Other Pacific Islander	1
Computer/Information Sciences and Support	Asian/Native Hawaiian/Other Pacific Islander	2
English Language and Literatures/Letters	Black/African American	1
Health Professions and Related Programs	Hispanic/Latino	1
Visual and Performing Arts (Art and Music)	Hispanic/Latino	1

Additionally, all racial and ethnic groups are represented at or above labor force availability in Education, Health Professions and Related Programs, and Psychology.

Summary

Lehman College's recent hiring trends indicate a strong commitment to diversity. With 28 new appointments, 21 of which (75%) were from minority groups, the college is actively working towards enhancing representation within its faculty. The fact that 61% of new hires are female also underscores an effort to promote gender equity in academia. The increase in female faculty, meeting or exceeding labor force availability in several academic units, indicates progress in addressing gender disparities. The representation of women in various AAUs, especially in traditionally male-dominated fields like Business and Information Technology, is particularly noteworthy. This trend can positively influence student experiences and outcomes by providing diverse role models and perspectives in the classroom. Despite the majority of new hires being from minority backgrounds, some underutilization persists, particularly within the Lecturer title. The analysis highlights specific groups that are underrepresented in certain academic administrative units, such as Asian/Pacific Islanders in Business and Computer Sciences and Black/African Americans in English Language and Literature. Addressing these gaps will be essential for achieving more comprehensive diversity goals.

Overall, Lehman College demonstrates a clear commitment to fostering an inclusive academic environment. The hiring trends, gender equity efforts, and diverse representation across most AAUs reflect this dedication.

Staff Titles

The impact of the personnel actions on the administrative and classified workforce is discussed below.

Executive/Administrative/Managerial

The Executive/Administrative/Managerial job categories at Lehman College consist of five groups: Executive Compensation Plan (ECP, Administration I), Administration II (HEO and HEA), Managerial: Facilities, Managerial: Information Technology, and Managerial: Security. Due to small numbers, a utilization analysis was not performed for Managerial: Facilities and Managerial: Information Technology.

Among the 171 employees across these groups, 95 (56%) are women, and 76 (44%) are from underrepresented minority (URM) backgrounds. Specifically:

Executive Compensation Plan (ECP)

- 26 employees are part of this job group, with 17 (65.4%) identifying as women and 14 (54%) as underrepresented minorities (URM). This demonstrates strong gender and racial/ethnic representation within the ECP.
- In the latest reporting period, the college welcomed 6 new executive members, consisting of 1 external hire and 5 internal promotions. Among these hires, 4 are female and 2 are male, reflecting a commitment to diversity with 4 minority hires—including 1 Black/African American and 3 Hispanic/Latino faculty members.
- During this same timeframe, 4 employees separated from the college, evenly divided by gender, with 2 females and 2 males. Of these separations, 3 involved minority in the job category, all of whom were Black/African American.

Administration II:

- The current workforce in this group consists of 133 employees, with a majority representation of women (77, or 57.9%) and minorities (81, or 60.9%). Although Asian/Native Hawaiian/Other Pacific Islander individuals remain underutilized, their numbers have decreased by one, from 12 to 11.
- In the latest reporting period, there were 17 new hires, including 8 external and 9 internal appointments. Among these hires, 12 are female and 5 are male, with 12 minority hires consisting of 1 Asian/Native Hawaiian/Other Pacific Islander, 3 Black/African American, and 8 Hispanic/Latino individuals.
- Conversely, 15 employees separated from this job group, comprising 10 females and 5 males. Notably, 10 of those who left were minorities, including 4 Black/African American and 6 Hispanic/Latino individuals. This data highlights both the ongoing efforts to enhance diversity within the group and the challenges faced in retaining minority employees.

Managerial: Security:

- In this category, all six employees are classified as Underrepresented Minorities (URM), representing 100% of the group. Notably, for the first time, both females and Black/African American individuals are reported as underutilized by one.
- During this reporting period, there were no new hires or separations within this job group, indicating stability but also highlighting a potential area for improvement in diversifying the workforce.
- Females continue to be underutilized by 1.

Professional Non-Faculty

The Professional Non-Faculty category includes four job groups: Accountant, Administration III (aHEO and HEa), IT Computer Professional titles (IT Associate, IT Assistant, IT Business Data Rep Analyst and IT Senior Associate) and Engineer. A utilization analysis was not done for the Accountant and Engineer titles because there are less than five employees in each of the job category.

There are a total of 197 employees in this job category. 150 or 76% are females and 168 or 85.3% are minorities.

Administration III:

- The current workforce in the Administration III group comprises 155 employees, with a significant majority of women (113, or 72.9%) and minorities (131, or 84.5%).
- During this reporting period, there were 32 new hires, including 23 females and 9 males. Among these hires, 26 individuals identified as minorities, broken down as follows: 2 Asian/Native Hawaiian/Other Pacific Islander, 6 Black/African American, and 18 Hispanic/Latino.
- However, 13 employees separated from this job group, consisting of 9 females and 4 males. Notably, 10 of those who left were minorities, including 3 Black/African American and 7 Hispanic/Latino individuals.
- There were two hires and no separation of Asian/Native Hawaiian/Other Pacific Islander in this category, however, there was an increase in underutilization from 11 to 13 individuals in this demographic.

IT Computer Professional titles

- The current workforce in this job group consists of 39 employees, with 15 (or 38.5%) being women and 35 (or 89.7%) identifying as minorities.
- During this reporting period, there were 6 new hires, evenly split between genders with 3 females and 3 males. Among these new hires, 5 individuals were minorities, specifically 2 Black/African American and 3 Hispanic/Latino.
- No separations occurred in this reporting period.
- Additionally, for the first time, the Asian/Native Hawaiian/Other Pacific Islander demographic is underutilized by 3 individuals, while the underutilization of Black/African American individuals decreased from 2 to 1.

Administrative Support Workers

The four job groups in the Administrative Support Workers AAU are Accounting Assistant, Administrative Assistant, Office Assistant and Mail Services Worker. There are less than five employees in the Accounting Assistant and Mail Services Worker job groups therefore a UAW was not done.

- There are 73 employees in the four job groups, 59 (81%) are females and 61 (84%) are URM

Administrative Assistants

- This job group consists of 11 employees, with 10 (or 90.9%) being women and 8 (or 72.7%) identifying as Underrepresented Minorities (URM). There were no appointments made from the current civil service promotional list for this title.
- For the past three years, the underutilization of Asian/Native Hawaiian/Other Pacific Islander and Black/African American employees has remained the same 1 and 3, respectively.

Office Assistants

- The job group currently includes 57 employees, with a majority of 46 women (80.7%) and 48 URM individuals (84.2%).

- Six new appointments were made: 4 females and 2 males, with hires distributed among 1 Asian/Native Hawaiian/Other Pacific Islander, 3 Black/African American, and 2 Hispanic/Latino.
- Seven separations occurred, including 5 females and 2 males: 2 Black/African American and 5 Hispanic/Latino.
- The underutilization of Asian/Native Hawaiian/Other Pacific Islander employees improved, decreasing from six to five.

Technician

This category includes the College Laboratory Technician-Other and College Laboratory Technician-Sci/Tech/Eng titles, IT Support Technician and Print Shop. A utilization analysis was not conducted for the Print Shop and IT Support Technician titles because there are fewer than five employees in the job group.

- There are 27 employees in the Technician category, 11 (41%) are females and 17 (63%) are URM

College Laboratory Technician

- The job group currently includes 25 employees, with 10 women (40%) and 16 URM individuals (64%).
- Two new appointments were made: 1 female and 1 male, 1 Asian/Native Hawaiian/Other Pacific Islander, and 2 Hispanic/Latino.
- Two separations occurred, 2 males: 1 Asian/Native Hawaiian/Other Pacific Islander.
- Underutilization of Females remains the same at five under College Laboratory Technician-Other while there is no underutilization of females or URM in College Laboratory Technician-Sci/Tech/Eng titles.

Craft Workers

Basic Crafts has four job groups: Basic Crafts, Laborers and Helpers, Skilled Trades: Supervisory (no UAW) and Skilled Trades Non-Supervisory. A utilization analysis was not done for the Skilled Trades: Supervisory title because there are less than five employees in the job title.

- There are 45 employees in the Craft Workers job category: five employees are in Basic Crafts titles (4 or 80% are URM), Laborers and Helpers has 7 employees (4 or 57.1% are URM), and Skilled Trades Non-Supervisory employs 31 employees (10 or 32.6% are URM).

Basic Crafts

- There were no new hire this job group and 1 separation, 1 male.
- There no new hires or separations of minorities.
- For the last two years, Blacks/African American continue to underutilized by 1.

Laborers and Helpers

- There was one new hire, 1 male and 2 separations in this job group, 2 males.

- There no new hires or separations of minorities.
- Underutilization of females and total minorities decreased by 1, from 2 to 1 in both category while underutilization of Black/African Americans and Hispanics/Latino remain the same at 1.

Skilled Trades Non-Supervisory

- There was three male, White new hires, and 2 male separations (1 Hispanics/Latino).
- Underutilization of females remains the same at 1. Underutilization of Total Minorities increased from 3 to 4 as well as the underutilization of Black/African Americans, 2 to 4.

Recent Trends

SERVICE WORKERS and OTHERS

Five titles, Campus Public Safety Sergeant, Campus Peace Officer, Campus Security Assistant, Custodial Supervisor and Custodial Assistant comprise the Service Workers job group. A utilization analysis was not done for Custodial Supervisor title because there are less than five employees in the job title.

- Seventy-six employees are employed in this job category, Twenty-five in the Public Safety titles (9F and 25 URM) and fifty-one in the Custodial titles (17F and 47 URM).

Campus Public Safety Sergeant

- There was two new hires, 1 female and 1 male (Hispanics/Latino) and 1 female, Black/African American separation in this job group.
- Underutilization of Black/African Americans increased from 1 to 3.

Campus Peace Officer

- There were no new hires in this job group.
- 2 females and 6 males separated, of which 2 were Black/African Americans and 6 Hispanics/Latino.
- The number of employees in this group decreased from 15 to 7.
- Underutilization of 1 Asian/Native Hawaiian/Other Pacific Islander and Black/African American both decreased by 1, from 2 to 1 and 4 to 3.

Campus Security Assistant

- There were no new hires in this job group.
- 1 female and 1 male, Hispanics/Latino separated from this job group.
- The number of employees in this group decreased from 10 to 8.
- Underutilization of females remains the same at one 1 and the underutilization of Black/African

American decreased by 1, from 2 to 1.

Custodial Assistant

- There were no new hires or separations in this job group and there is no underutilization.

Summary

Lehman College exhibits commendable URM and female representation across job categories, particularly through consistent hiring practices. However, retention of Black/African American and Hispanic/Latino employees, and improving representation for underutilized groups such as Asian/Native Hawaiian/Other Pacific Islanders, remain areas for growth.

Personnel Activity

Personnel Activity

We review personnel actions for adverse impact. We compare rates of hiring, promotion, and termination by gender and ethnicity. We review activity for each job group, but report results only for groups with a material number of actions and/or applicants.

Appendix E summarizes job actions, including tenure, by gender and ethnicity.

We compared employee titles on June 1, 2024 to titles they held on June 1, 2023. This method is necessary given system limitations but may exclude some actions, such as an employee changing job groups more than once over the year. We count hires, moves to a higher or lower job group, moves within a job group, and separations. We report employees who change job groups and/or transfer between CUNY units as having separated from the former job group and appointed to the new group (two actions). Adverse selection may occur when any one group (protected or not) has a rate of hire, advancement, or separation less than 80% of the rate of the most-selected group for that particular action.

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 "years of service" requirements. For professorial faculty, there are extensive reviews resulting in tenure recommendations to the President.

Table 5: Tenure Summary

Faculty Group	Total Tenure Awards	Tenure Awards to Females	Tenure Awards to Protected Ethnicities	Tenure Awards Denied
Professors	0	0	0	0
Associate Professors	11	5	6	0
Assistant Professors	3	2	2	0
Lecturers	3	2	1	0

Four of Lehman's faculty members continue to hold the rank of Distinguished Professor, a prestigious title awarded for exceptional scholarship. Currently, there are no women or minority faculty members at this rank.

Recruiting Activity

Recruiting Activity

CUNY is committed to recruiting 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 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 on our Careers page, <https://cuny.jobs> and open Civil Service examinations on the CUNY Civil Service web page, <https://www.cuny.edu/about/administration/offices/hr/classified-civil-service/notice-of-exams-noe/>.

We invite candidates to voluntarily self-identify gender, race/ethnicity, disability status, and veteran status.

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.

As per federal guidelines, an “applicant” is someone who applies to a specific opening, has the minimum qualifications, we considered their application, and they did not withdraw. We analyze applicants and selection rates by job group for interviews, offers, and hires.

We report searches resulting in an offer during the previous plan year. For some searches, there is a time gap between offer and start dates. To avoid a lag in reporting, we include searches based on the date the candidate accepts our job offer, even if they have not started work by June 1. This explains the differences between total hires in personal activity reports and completed searches in recruitment reports.

Appendix F summarizes recruiting and selection by job group for searches concluded with a job offer between June 1, 2023, and May 31, 2024.

Faculty

Among the 1,161 applicants, 594 (51.2%) identified as female, 519 (44.7%) as male, and 48 (4.1%) as unknown gender. In terms of diversity, 720 applicants (62%) were minorities, 393 (33.9%) were non-minorities, and 58 (5.0%) did not disclose their background.

From this group, 205 candidates proceeded to interviews, including 116 females, 83 males, and 6 of unknown gender. These interviewees represented a diverse range of backgrounds: 39 were Asian, 32 Black/African American, 59 Hispanic/Latino, 6 identified as Other, 67 were White, and 3 were of unknown ethnicity.

A total of 34 job offers were extended, with 25 going to females and 9 to males. Of those offered positions, 26 were minority candidates and 8 were non-minorities, and all 34 candidates accepted their offers.

Executive/Administrative/Managerial

Of the 855 applicants, 495 (57.9%) were female, 321 (37.5%) male, 2 (0.2%) identified as Other, and 37 (4.3%) were of unknown gender. In terms of diversity, 580 applicants (67.8%) were minorities, 216 (25.2%) were non-minorities, and 60 (7.0%) were of unknown background.

From this pool, 79 candidates were interviewed: 53 females, 23 males, and 3 of unknown gender. The interviewees represented a range of backgrounds, with 9 Asian/Native Hawaiian/Other Pacific Islander, 18 Black/African American, 27 Hispanic/Latino, 3 Other, 18 White, and 4 of unknown ethnicity.

Ultimately, 16 offers were extended, with 11 going to females and 5 to males; 12 offers were to minority candidates and 4 to non-minorities. Fourteen candidates accepted and were hired, including 9 females and 5 males, consisting of 4 White, 1 Asian/Native Hawaiian/Other Pacific Islander, 2 Black/African American, and 7 Hispanic/Latino individuals.

Professional Non-Faculty

Out of the 2,201 applicants, 1,338 (60.8%) were female, 808 (36.7%) were male, 2 (0.1%) identified as Other, and 53 (2.4%) did not disclose their gender. Regarding diversity, 1,767 applicants (80.3%) were minorities, 335 (15.2%) were non-minorities, and 110 (5.0%) were of unknown background.

A total of 175 candidates were interviewed, consisting of 128 females, 48 males, and 2 individuals of unknown gender. These interviewees came from diverse backgrounds, including 21 Asian/Native Hawaiian/Other Pacific Islander, 48 Black/African American, 72 Hispanic/Latino, 4 Other, 28 White, and 4 of unspecified ethnicity.

38 job offers were made, with 31 extended to females and 7 to males. Of these, 33 went to minority candidates and 5 to non-minorities, and all 38 offers were accepted.

Administrative Support Workers

There were 488 applicants, 260 (53.3%) were female, 217 (44.5%) were male, and 11 (2.30%) did not disclose their gender. Regarding diversity, 414 applicants (85%) were minorities, 48 (9%) were non-minorities, and 29 (6%) were of unknown background.

Only 5 candidates were interviewed, 3 females, and 2 males, 2 Black/African American, and 3 Hispanic/Latino.

5 job offers were made, with 31 extended to 3 females, and 2 males, 2 Black/African American, and 3 Hispanic/Latino. 4 offers were accepted, 3 females, and 1 male, 2 Black/African American, and 2 Hispanic/Latino.

Technicians

There were 481 applicants, 187 (39.9%) were female, 274 (57%) were male, 1 Other (0.2%) and 19 (4.0%) did not disclose their gender. Regarding diversity, 380 applicants (79%) were minorities, 80 (16%) were non-minorities, and 25 (5%) were of unknown background.

Only 9 candidates were interviewed, 3 females, and 2 males, 1 Black/African American, 6 Hispanic/Latino and 3 White.

2 job offers were made, extended to 2 males, 1 Hispanic/Latino and 1 White, both offers were accepted.

Craft Workers

Of 126 applicants, 5 (4.0%) were female, 120 (95.2%) were male, and 1 (0.8%) did not disclose their gender. Regarding diversity, 97 applicants (77%) were minorities, 25 (19.8%) were non-minorities, and 6 (4.8%) were of unknown background.

Only 1 candidate was interviewed, 1 male, white. This job offer was accepted.

Service Workers

Of 332 applicants, 7 (22.7%) were female, 244 (75.8%) were male, and 5 (1.6%) did not disclose their gender. Regarding diversity, 297 applicants (92.2%) were minorities, 25 (7.5%) were non-minorities, and 10 (3.1%) were of unknown background.

Only 8 candidates was interviewed and offers were extended to 1 female, 6 males and 1 unknown gender: 1 Asian/Native Hawaiian/Other Pacific Islander, 4 Black/African American, 2 Hispanic/Latino and 1 White.

White. 1 female, 5 males and 1 unknown gender: 1 Asian/Native Hawaiian/Other Pacific Islander, 3 Black/African American, 2 Hispanic/Latino and 1 White accepted the job offers.

Summary

The recruitment summary shows a significant effort in promoting diversity across various job categories:

1. **Faculty:** Out of 1,161 applicants, 205 were interviewed, and 34 offers were extended, all of which were accepted. Females received 25 of the offers, and minorities accounted for 26.
2. **Executive/Administrative/Managerial:** Of 855 applicants, 79 were interviewed, with 16 offers extended and 14 hires accepted. Females received 11 offers, with 12 offers going to minority candidates.
3. **Professional Non-Faculty:** From 2,201 applicants, 175 were interviewed, with 38 offers made and accepted. Females received 31 offers, and minorities 33.
4. **Administrative Support Workers:** Out of 488 applicants, 5 were interviewed, and 5 offers made, with 4 hires accepted. Three females and three minorities accepted positions.

5. **Technicians:** Of 481 applicants, 9 were interviewed, and 2 offers were extended, both to males and accepted.
6. **Craft Workers:** Among 126 applicants, only 1 was interviewed and hired.
7. **Service Workers:** Of 332 applicants, 8 were interviewed, with 8 offers extended and 7 accepted, including 1 female and 6 minorities.

We made 5 exceptions open posting and search requirements. The Chief Diversity Officer and University Human Resources review exception requests. We may grant search exceptions when it is highly unlikely that we could fill the position competitively (such as a job having unique qualification requirements). We also grant exceptions for positions representing a transfer of funding for employees originally hired by a separate entity.

Of 5 exceptions, we awarded 3 to females and 3 to members of federally protected ethnicities. 4 represented advancements of current personnel.

Table 6: Exceptions to the Search Process

Employee Group	Total Exceptions	Exceptions-Females	Exceptions-Protected Ethnicities
Executives (Admin 1 Group)	3	1	1
Higher Education Officers (Admin 2/ Admin 3 Groups)	1	1	1
Faculty			
Other CLT	1	1	1

Civil Service Hiring

We selected 13 individuals for Classified Civil Service positions from ranked lists based on examination scores, according to CUNY’s Civil Service regulations. CUNY’s University Human Resources unit administers and validates Civil Service examinations and maintains applicant and examination records.

Title	Date	# of hires
COA	8/2/2023	3
HPPT	8/9/2023	2
CPO	8/17/2023	1
CSA	9/7/2023	1
COA	10/3/2023	1
CSA	11/1/2023	1
MW	11/13/2023	0
COA	12/13/2023	0
COA	1/23/2024	1
CPO	3/5/2024	
CSA	2/27/2024	0
CPO	3/5/2024	2
CPO	4/26/2024	1
CSA	4/30/2024	0

Across these groups, recruitment demonstrated strong female and minority representation among those hired, supporting institutional diversity goals.

Compensation

CUNY develops university-wide pay schedules based on bargaining unit contracts, Civil Service regulations, government wage determinations, and university policies. Outside of executives, CUNY pays employees according to the terms of the bargaining unit contract applicable to their job title, even for individuals excluded from representation. Pay 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 New York City Prevailing Wage schedules for Skilled Trades.

Officials in New York City and New York State governments review labor contracts. CUNY's Trustees review and approve all pay plans.

The Chief Diversity Officer reviews overall practices such as:

- Setting of starting salaries
- Pay exceptions (performance-based pay and increases upon promotion)
- Tracking compensation decisions
- Document retention
- Assignment of overtime/additional assignments.

In 2020, the College established the Vacancy Review Committee along with two Ad-hoc Committees focused on Academic and Administrative Exceptions to manage and evaluate all requests for new hires, reclassifications, and merit-based salary adjustments. These committees were created to ensure a consistent and strategic approach to personnel decisions, aligning with institutional priorities and budgetary considerations.

The committee's membership includes key administrative leaders: the Provost and Senior Vice President, the Vice President of Administration and Finance, the Assistant Vice President of Budget, Special Counsel, and the Director of Human Resources. This cross-functional team works collaboratively to review each request thoroughly, balancing the needs of academic and administrative units with the College's financial health and long-term goals.

The Chief Diversity Officer and Human Resources Director discussed compensation best practices and concerns with management on October 2023.

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.

2023-2024: Prior Year Programs

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

The Office of Compliance and Diversity at Lehman College is requesting proposals from faculty and staff who can provide diversity, equity, and inclusion training to the Lehman community. Several faculty and staff members with expertise in the field have already expressed interest in collaborating with the office. Additionally, the Office of Compliance and Diversity is actively reaching out to members from other CUNY campuses and non-CUNY affiliates to develop professional development workshops that promote diversity and inclusion.

Table 7: Summary of Programs, 2023-2024

Program	Job Group/Impact
Training – Summer 2023	The Offices of Compliance and Diversity and Human Resources conducted in-person training sessions on ESPARC (Employee Support Program and Reporting Channel). During the recent academic year, these sessions were attended by over 120 employees.
The Faculty Fellowship Publication Program (FFPP), sponsored by the University Human Resources and Labor Relations Office, aims at advancing CUNY’s institutional goal of a diverse professoriate. The University-wide initiative assists full-time untenured faculty in the design and execution of writing projects essential to progress toward tenure. Discipline-based writing groups of peers from across the University, facilitated by senior faculty members, provide fellows with feedback on their work, which may include scholarly articles for juried journals, books for academic presses, or, in some instances, creative writing.	<p>Four of our faculty members—each female and representing diverse backgrounds, including 1 White, 2 Hispanic, and 1 of Two or More races—received valuable sponsorship through the Faculty Fellowship Publication Program (FFPP). This support empowers faculty to advance significant research and creative projects across disciplines.</p> <p>Rhiannon Dowling, <i>“We’re All Thieves Here: The Criminal and Society in the Soviet War on Crime”</i> explores the complex relationship between criminal identity and society within Soviet history.</p> <p>Evelyn Durán Urrea, <i>“Developing Critical Language Awareness in Advanced Spanish Grammar and Linguistics Courses for Latinxs”</i> focuses on promoting linguistic understanding and cultural insight for Latinx students in advanced Spanish courses.</p> <p>Jennifer Jolley, <i>“Spacewalk, a One-Act Opera about the First All-Women Spacewalk”</i> presents a creative musical exploration of this historic event.</p> <p>Agustina Checa, <i>“Analog Weavings: Cassettes, Alternative Economies, and Relational Values in Argentina’s Independent Music Scenes”</i> examines the</p>

	cultural and economic impact of cassettes and alternative media in Argentine music culture.
September 2023 Event: Alchemizing HR: Supporting Neurodiverse Talent at Work: An Empathy-Based Approach	The "Alchemizing HR: Supporting Neurodiverse Talent at Work: An Empathy-Based Approach" initiative impacted multiple workplace groups. Neurodiverse employees, including those with ADHD, autism, and dyslexia, benefit from an environment that values and supports their unique strengths. HR professionals and hiring managers gained insights into inclusive hiring practices and accommodations, while managers and team leaders receive tools to build supportive teams and foster effective communication. This approach encouraged a workplace culture of empathy and understanding among all employees, enhancing collaboration and mutual respect.
Event: September 2023 Bystander Intervention to Stop Hate and Harassment on Campus	The "Bystander Intervention to Stop Hate and Harassment on Campus" initiative creates a safer, more inclusive environment, particularly benefiting marginalized students. By empowering students with intervention skills, it reduces hate incidents and fosters a supportive campus culture. Faculty and staff gain tools to recognize and address harassment, modeling positive behaviors, while administrators benefit from aligning campus values with diversity and inclusion goals, enhancing the institution's reputation and appeal.
Event: December 2023 - Bystander Intervention to Stop Anti-Asian/American and Xenophobic Harassment	The "Bystander Intervention to Stop Anti-Asian/American and Xenophobic Harassment" initiative positively impacted the campus by empowering students, faculty, and staff to counter hate and foster inclusion. Asian and Asian American students, along with those affected by xenophobia, benefit directly from a safer, more supportive environment. Bystander training equipped the entire campus to recognize and respond to harassment, reinforcing shared responsibility for creating an inclusive community. Faculty, staff, and administrators align with diversity goals, strengthening trust, safety, and unity across the campus.
Event- December 2023: Bystander Intervention to Stop Islamophobic and Xenophobic Harassment	The "Bystander Intervention to Stop Islamophobic and Xenophobic Harassment" program impacted the entire campus by empowering community members to address hate and harassment effectively. Muslim and immigrant students, as well as others affected by xenophobia, benefit directly as the program promotes a safer, more inclusive environment. By providing tools for safe

	intervention, the program encourages students, faculty, and staff to take active roles in countering hate and supporting affected individuals. This initiative also strengthened campus commitments to diversity, equity, and inclusion, fostering a respectful and unified community.
Event December 2023 - Bystander Intervention to Stop Antisemitic Harassment	The "Bystander Intervention to Stop Antisemitic Harassment" program positively impacted the campus by promoting a safer, more inclusive environment. Jewish students and others targeted by antisemitism benefited directly, while students, faculty, and staff gain tools to address and prevent harassment, fostering a community that actively supports diversity and respect. This initiative strengthened campus commitments to inclusion, enhancing safety and unity for all.
January 2024 – Audit	In January 2024, the president appointed a committee comprising members from the Offices of General Counsel, Compliance and Diversity, Human Resources, Title IX, and Media Relations. Their task was to develop an internal complaint process for filing reports and provide clear instructions on how to use it. The link to access Lehman College's internal complaint portal can be found at https://www.lehman.edu/compliance-diversity/file-a-complaint.php .
Event February 2024 Understanding Muslim Experiences and Combating Anti-Muslim Bias	The "Understanding Muslim Experiences and Combating Anti-Muslim Bias" program fosters a safer, more inclusive environment for Muslim students and others affected by Islamophobia. Students, faculty, and staff gain insights to recognize and address anti-Muslim bias, promoting respect and unity across campus. This initiative strengthened the institution's commitment to diversity, benefiting the entire campus community.
Webinar February 2024 - Webinar: Balancing Compliance, Risk, and Artificial Intelligence	The "Webinar: Balancing Compliance, Risk, and Artificial Intelligence" impacted professionals across various sectors by providing insights into managing compliance and risk in the context of AI technologies. Participants, including compliance officers, legal teams, and business leaders, gained essential knowledge to navigate regulatory challenges and implement effective AI strategies, fostering a responsible and compliant organizational culture. This initiative ultimately enhanced organizational resilience and promotes ethical AI use across the industry.
Event February 2024 - Bystander Intervention Workshop	The "Bystander Intervention Workshop" impacted the college community by empowering students,

	<p>faculty, and staff to recognize and respond to harassment and discrimination effectively. Participants gained essential skills to intervene safely, fostering a culture of support and inclusivity. This initiative enhanced campus safety, promotes mutual respect, and strengthens the collective responsibility for creating a welcoming environment for all.</p>
<p>Training – February 2024 Trauma-Informed Interview Training</p>	<p>The "Trauma-Informed Interview Training" impacted the college community by equipping faculty, staff, and student leaders with skills to conduct sensitive and supportive interviews for individuals who have experienced trauma. Participants learned to recognize signs of trauma and create safe environments, enhancing the support available for affected students. This training fostered a culture of empathy and understanding, ultimately improving student well-being and retention across the campus.</p>
<p>Event – March 2024: A conversation about combating Antisemitism with Ilya Bratman, Executive Director of Hillel at Baruch College</p>	<p>The conversation "Combating Antisemitism with Ilya Bratman, Executive Director of Hillel at Baruch College" impacted the college community by raising awareness about antisemitism and fostering dialogue among students, faculty, and staff. Participants gain insights into the challenges faced by Jewish students and strategies to promote inclusivity and support. This initiative strengthened campus solidarity against hate and encourages a culture of understanding and respect for all backgrounds.</p>
<p>Event – March 2024: Webinar on Bystander Intervention to Stop Islamophobic and Xenophobic Harassment</p>	<p>The "Webinar on Bystander Intervention to Stop Islamophobic and Xenophobic Harassment" impacted the college community by educating students, faculty, and staff on recognizing and responding to harassment. Participants learned effective intervention strategies, fostering a safer and more inclusive environment for marginalized groups. This initiative promoted solidarity against discrimination and encourages a culture of respect and support across campus.</p>
<p>Event – March 2024: Experiences of Women and Non-Binary Individuals of Color Within the Title IX and Legal Reporting Process</p>	<p>The "Experiences of Women and Non-Binary Individuals of Color Within the Title IX and Legal Reporting Process" initiative examined the unique challenges faced by these individuals in navigating reporting systems. It highlighted their experiences, barriers, and the need for more equitable support within Title IX processes. This initiative impacted the college community by raising awareness about</p>

	<p>systemic inequalities and advocating for improvements in policies and practices. By fostering a more inclusive and responsive reporting environment, it enhances safety and support for marginalized groups on campus.</p>
<p>Spring 2024 Self-Identification</p>	<p>In the spring 2024, the Annual Voluntary Self-Identification Survey was circulated to the Lehman College community. Lehman College/CUNY periodically surveys faculty and staff for data on gender, race, ethnicity, veteran, and disability status to comply with federal, state, and local equal employment and affirmative action regulations. We use summary data to prepare annual Affirmative Action and diversity plans, to create statistics, and to respond to governmental audits or requests from legislative or regulatory groups such as the New York City Council, the US Department of Labor, and the US Department of Education.</p>
<p>Webinar– March 2024: Unlocking the Power of AI: How to Foster Human Connection and Eliminate Bias in Recruitment</p>	<p>The "Webinar: Unlocking the Power of AI: How to Foster Human Connection and Eliminate Bias in Recruitment" educates the college community on utilizing artificial intelligence to enhance recruitment processes while promoting inclusivity. Participants learn strategies to leverage AI tools to reduce bias and improve candidate experiences, ensuring a more equitable recruitment process. This initiative impacts the college by fostering diversity and attracting a wider range of applicants, ultimately enriching the campus community and promoting a culture of belonging.</p>
<p>Event: March and April Disrupting Micro (Macro) Aggressions</p>	<p>"Disrupting Micro (Macro) Aggressions" focused on educating the college community about identifying and addressing both subtle and overt forms of bias and discrimination. The initiative aimed to raise awareness of how microaggressions and macroaggressions affect individuals, particularly those from marginalized backgrounds. By providing strategies for intervention and fostering open dialogue, this program empowers students, faculty, and staff to create a more inclusive environment. The impacted on the college community includes improved understanding, enhanced solidarity against discrimination, and a commitment to fostering a respectful and supportive campus culture.</p>

2024-2025: Planned Programs

In this section, we share placement goals and planned initiatives.

Table 8: Planned Programs, 2024-2025

Program	Job Group/Expected Impact
Summer 2024 Training	The Office of Compliance and Diversity offered a Diversity training to over 100 participants
Fall 2024 FP&B Meeting and New Faculty Orientation	<p>The Office of Compliance and Diversity, along with the Title IX Office, has been invited to the fall 2024 Faculty, Policy, and Budget (FP&B) meeting to address department chairs on policies and procedures. Topics to be covered include:</p> <ul style="list-style-type: none"> • An overview of compliance and diversity policies. • Responsibilities of department chairs to report incidents. • Internal and external reporting mechanisms. • Steps involved in an investigation. • Available campus resources. <p>These topics will also be discussed during the new faculty orientation scheduled for the fall 2024 semester to ensure new faculty members are well-informed about the college’s commitment to diversity and inclusion.</p>
Fall 2024-2025 Diversity, Equity, and Inclusion eBooks and Films Research Guide	<p>The Library is pleased to announce the launch of an expanded online research guide—Diversity, Equity, and Inclusion eBooks and Films: A CUNY Anti-Hate Initiative. This valuable resource reflects Lehman’s commitment to transformative education and social justice.</p> <p>Curated by Electronic Resources Librarian Michelle Ehrenpreis, this collection includes eBooks, streaming films, and community resources covering topics such as Islamophobia, combating antisemitism, Latinx voices, and LGBTQ+ perspectives.</p>
2024-2025 Diversity Fund Proposal	<p>Diversity Fund Proposal</p> <p>To further promote a welcoming and inclusive environment at Lehman College, the Office of Compliance and Diversity has initiated the development of a Diversity Fund Proposal. This proposal, intended for review by the President, aims</p>

	<p>to support initiatives focused on social justice, diversity, and improving the campus social climate.</p> <p>Purpose of the Diversity Fund:</p> <ul style="list-style-type: none"> • To support proposals from faculty, staff, or collaborative teams that include students. • To address issues related to social justice, diversity, and the campus social climate. <p>Key Objectives of the Diversity Fund:</p> <ol style="list-style-type: none"> 1. Enhance Campus Community: Support projects that create a lasting positive impact on our campus community. 2. Promote Cross-Group Dialogue: Fund initiatives that bring together members from different demographics, social identities, departments, programs, centers, organizations, and roles (e.g., students, faculty, and staff) for meaningful interaction and dialogue. 3. Encourage Substantive Interaction: Facilitate interactions that might not otherwise occur, promoting understanding and collaboration across different groups within our campus community.
2024-2025 DEI Lending Library	<p>As part of our ongoing commitment to fostering a welcoming, safe, and inclusive environment, Lehman College is developing a DEI Lending Library. This library will provide resources focusing on diversity, equity, and inclusion, ensuring that all members of the campus community have access to materials that promote understanding and appreciation of diversity. This initiative reflects our dedication to ensuring that everyone at Lehman has access to resources that enhance their knowledge and appreciation of diversity.</p>
Fall 2024 Training	<p>Hate Crime Prevention Training – Incoming Freshman</p>
Fall 2024 - Caribbean Women Change Agents	<p>Faculty member discussed how the Young Lords organized the "Garbage Offensive" in a New York City neighborhood, an event that foreshadowed the first Earth Day in 1970. This initiative highlights the diverse experiences of American communities and addresses the issue of environmental racism. However, many people</p>

	<p>today are unaware of the Young Lords' contributions. The historical fiction picture book <i>Vicki and a Summer of Change! ¡Vicki y un Verano de Cambio!</i> (2020) serves as an educational resource in elementary classrooms, using counternarratives to explore the perspectives and experiences of Black and Brown communities.</p>
<p>Fall 2024 – Hispanic Heritage Month</p>	<p>Celebrating Hispanic Heritage Month, the Department of Latin American and Latino Studies and the Office of the Dean of the School of Arts & Humanities will host the screening of two documentaries by members of ADocPR -Association of Documentary Filmmakers of Puerto Rico, and a Q&A with the films' directors and ADocPR's President about the films' production process, the importance of documentary filmmaking and the telling of alternative stories from the archipelago of Puerto Rico.</p> <p><i>Santiago of the Women</i> narrates the daily drama and the devotion of Loíza women to the image of Santiago Apostle. Stories intertwined with the celebrations in honor of the "saint" shaping the spirituality of a town, the relationship between the past and present, social, physical and geographical transformations and, the character, vitality and cultural resistance of the "loiceña" women as a pillar of the community.</p> <p><i>Todavía la semilla</i> is short documentary produced by Para La Naturaleza/For Nature - Conservation Trust of Puerto Rico - telling a captivating story about the importance of reforestation, with Puerto Rico's native and endemic trees as protagonists.</p>
<p>Fall 2024 - Hispanic Heritage Month Event: Book Talk With Natasha S. Alford</p>	<p>In celebration of Hispanic Heritage Month, the Provost Office hosted award-winning journalist and author Natasha S. Alford for a discussion of her new memoir, <i>American Negra</i>.</p>
<p>Fall 2024 - Historic Change: Celebrating the Life and Legacy of Celia Cruz</p>	<p>The United States Mint and the National Women's History Museum, in partnership with the Celia Cruz Bronx High School of Music, Lehman College, Telemundo, and the estate of Celia Cruz, invite you to a special celebration honoring Celia Cruz and the launch of a new quarter in her name.</p> <p>The program will feature remarks from special guests, a discussion on Cruz's life and legacy, and</p>

	<p>performances by the Celia Cruz Bronx High School of Music Music 4-Train vocals and Big Band. Known as the "Queen of Salsa," Cruz was a celebrated singer and performer who expanded the reach of Caribbean and Latin American music.</p> <p>The American Women Quarters™ Program is the first circulating coin initiative dedicated to honoring women whose achievements reflect our nation's strength and resilience.</p>
Fall 2024 - Poetry Workshop Series	6 week event - En La Tradición: Poems of Witness, Poems in Community
Fall 2024 Africana Studies Department – Book Talk	Africana Studies present A Reading and Discussion Black Panther Woman: The Political and Spiritual Life of Ericka Huggins by Mary Frances Phillips
Fall 2024 - The Art of Listening to Our Community	Elevating the Voices of Sickle Cell Patients, Their Nursing Advocates, and the Broader Community
Fall 2024 Book Talk with Dr. Jane Anna Gordon, Award-winning Political Theorist	Renowned for her contributions to contemporary political thought and social, Dr. Gordon will discuss her latest work, exploring themes of democracy, race, and the interplay between power and identity in political discourse.
Fall 2024 - DEI-related workshops hosted by the School of Health Sciences, Human Services, and Nursing, in collaboration with the Office of Compliance and Diversity	Fostering Workplace Wellness at Lehman College is a comprehensive initiative aimed at enhancing the overall well-being of faculty, staff, and students within the college community. Recognizing that a healthy work environment contributes significantly to productivity, morale, and job satisfaction, Lehman College is committed to implementing various programs and strategies that promote physical, mental, and emotional wellness.
Fall 2024 - DEI-related workshops hosted by the School of Health Sciences, Human Services, and Nursing, in collaboration with the Office of Compliance and Diversity	Historical Perspective: The Legacy of Racial and Ethnic Inequalities and its impact on Health Inequities
Fall 2024 - DEI-related workshops hosted by the School of Health Sciences, Human Services, and Nursing, in collaboration with the Office of Compliance and Diversity	Revisiting Diversity and AI in Higher Education
Fall 2024 - DEI-related workshops hosted by the School of Health Sciences, Human Services, and Nursing, in collaboration with the Office of Compliance and Diversity	Deconstructing Racism In our Curriculum

Fall 2024 - Medical Gaslighting and the Gendered Responsibility of Contraception: The of IUDs	In medicine, especially regarding reproduction, there is a long history of healthcare providers ignoring or downplaying women's bodily pain and discomfort. Recently, sociologists have introduced the term "medical gaslighting" to analyze these experiences. This discussion builds on that research to explore women's experiences with getting and having an IUD through the lens of medical gaslighting.
Fall 2024	Pronoun sensitivity
Fall 2024 Conversation with Edgardo Miranda-Rodríguez	Department of Latin American and Latino Studies will host a conversation with Edgardo Miranda-Rodríguez , writer and creator of the critically acclaimed and bestselling superhero series <i>La Borinqueña!</i>
Spring 2025 - Workshop	Microaggression – Code Switching
Spring 2025 - Workshop	Pronouns
Spring 2025 - Workshop	Emotional Intelligence
Spring 2025 - Workshop	Anti-Semitism

Ongoing Activities

Lehman College is dedicated to creating a diverse and inclusive environment, and it implements ongoing efforts to ensure compliance with Equal Employment Opportunity (EEO) laws and foster a culture of respect and equity among its community members. One key initiative is the comprehensive manager training program focused on EEO principles. These training sessions are designed for supervisors and managers at the college to equip them with essential knowledge and skills regarding EEO laws, anti-discrimination policies, and best practices for promoting an inclusive workplace.

The training covers a range of topics, including the legal framework of EEO, the importance of diversity and inclusion, recognizing and addressing implicit bias, and implementing fair hiring and evaluation practices. Managers are encouraged to engage in open discussions about these issues, allowing them to better understand the impact of their actions and decisions on their teams. By empowering managers with this knowledge, Lehman College aims to create a supportive atmosphere where all employees feel valued and respected, ultimately contributing to employee satisfaction and retention.

In addition to the training programs, Lehman College actively posts required EEO notices and related materials in various locations across the campus. These notices inform all employees about their rights under EEO laws and the college's commitment to preventing discrimination based on race, color, religion, sex, national origin, disability, age, and other protected characteristics. This visible commitment helps raise awareness about the importance of EEO compliance and ensures that all members of the college community are informed about the policies in place to protect them.

Furthermore, Lehman College continuously evaluates and updates its training programs and policies to reflect best practices and changes in legislation. This ongoing commitment to education and transparency not only helps to fulfill legal obligations but also strengthens the college's reputation as an inclusive institution. By fostering a culture of accountability and respect, Lehman College actively works to ensure that every individual in its community can thrive and contribute to a positive and dynamic campus environment.

CUNY's University Human Resources office lists job vacancies with state workforce agencies and veterans' centers and maintains consolidated advertising programs posting with job boards serving individuals

identifying as veterans, individuals with disabilities, women, and underrepresented ethnicities. The office maintains accounts for university-wide job posting and outreach, including the Higher Education Recruitment Consortium and the DirectEmployers Association. It provides training to Chief Diversity Officers and Human Resources personnel.

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

Internal Audit and Reporting

The Chief Diversity Officer posts and distributes notices of policies, new/revised regulations, and similar information. They integrate compliance information into faculty, student, and staff training. Chief Diversity Officers communicate elements of the Affirmative Action Plan and make it available for public inspection.

The Chief Diversity Officer's internal control responsibilities include:

- Monitoring personnel actions, including new hires, transfers, promotions, and terminations
- Conducting periodic employee self-identification canvassing
- Reviewing recruiting outreach and advertising
- Monitoring complaints/incident reports
- Reviewing personnel practices and the affirmative action programs with management
- Advising management of program effectiveness and providing recommendations for improvement
- Working with Human Resources staff to assure employment records are complete, accurate, and current
- Completing the annual Affirmative Action certification in the US Department of Labor Contractor Portal.

CUNY has a university-wide discrimination and harassment reporting system which allows for tracking and oversight. More information is available at: <https://www.cuny.edu/about/administration/offices/hr/discrimination-and-retaliation-report-form/>

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

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

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

In January 2024, the president appointed a committee composed of representatives from several key offices, including General Counsel, Compliance and Diversity, Human Resources, Title IX, and Media Relations. This committee was tasked with developing an internal complaint process aimed at streamlining the filing of reports related to discrimination, harassment, and other concerns within the college community.

The primary goal of this initiative is to ensure that all members of the Lehman College community have access to a clear and efficient mechanism for reporting grievances. As part of their work, the committee created comprehensive guidelines that outline the steps individuals need to take to file a complaint, ensuring that the process is straightforward and accessible to everyone.

To facilitate this process, Lehman College has established an internal complaint portal, which can be accessed at <https://www.lehman.edu/compliance-diversity/file-a-complaint.php>. This portal serves as a centralized location where individuals can submit their complaints and access additional resources related to the reporting process.

Additionally, the Office of Compliance and Diversity took the opportunity to audit and update its website. This review included ensuring that all information is current, user-friendly, and reflective of best practices in compliance and diversity initiatives. By enhancing the website, the Office aims to provide clear information on policies, resources, and support services available to the college community.

Overall, these efforts demonstrate Lehman College's commitment to fostering a safe and inclusive environment for all members of its community, ensuring that concerns are addressed promptly and effectively.

PART FOUR: INDIVIDUALS WITH DISABILITIES AND PROTECTED VETERANS

This section covers affirmative action plans to address hiring and advancement of individuals with disabilities and veterans. It includes:

- 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

Appendix C has the text of CUNY's Equal Opportunity and Non-Discrimination Policy and other relevant policies.

Review of Personnel Practices

We 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 our 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 canvas for self-identification on April 2024.

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. The Chief Diversity Officer reviews position requirements before listing a job vacancy. They review any new job qualifications or conditions to ensure these 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. CUNY also provides a checklist for planning a recruiting effort with a sign-off on job requirements.

Disability Accommodations

We provide accommodations to individuals with disabilities (including disabled veterans). According to our 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: Mr. Eric Washington
Title: Director of Human Resources
Phone: (718) 960-8181
Email: eric.washington@lehman.cuny.edu

We have posted the Procedures for Implementing Reasonable Accommodation and Academic Adjustments online at:

<http://www.cuny.edu/about/administration/offices/legal-affairs/policies-resources/reasonable-accommodations-and-academic-adjustments/>

We provide information for applicants on the Employment Page of the CUNY website and www.lehman.edu . There is a link on our job board (<https://cuny.jobs>) directing the candidate to our accessibility page. Applicants may also contact the Office of Recruitment and Diversity at jobs@cuny.edu or ord@cuny.edu.

We provide accommodations 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.

Employees and managers may resolve requests through cooperative, interactive dialogue. Additionally, we documented 16 employee accommodation requests this year, successfully concluded 12 with no appeals. 4 are still in the interactive process. We responded to 1 job applicant accommodation requests and provided accommodations 1 time.

We also upgraded our facilities to improve access in:

2023 - Old Gym Building

This project upgraded the building HVAC systems. Work included all supply and return piping, air handling units, and duct work system. Elevator upgrade project at Old Gym finalized with NYC Department of Buildings Approval.

2023 - Campus Wide Elevator Door Lock Monitoring system upgrade completed.

The east entrance ramp serving Shuster Hall and the Fine Arts building was reconstructed so that it would have a fully accessible slope. Power assist hardware was located at building entry doors.

2024 - Nursing Education, Research, and Practice Center

In February of 2024 this new building opened. The four story building is fully accessible. The 52,000 square foot building includes nine classrooms, 30 offices, a seat computer testing lab and a nursing simulation lab. The nursing simulation lab includes a 20-bed skills lab, physical assessment lab, Activities of Daily Living "apartment," simulation labs for maternity, pediatrics, ICU and medical-surgery, two research labs and a work room for the Doctor of Nursing Program. The building significantly expands the college's accessible facilities.

2024 - Carman Hall Lecture Halls

This project upgraded three large lecture halls to include eleven wheelchair accessible seating locations, with associated companion seating. The complete project also provided assistive listening equipment at each of three lecture halls.

Technology Accessibility

Improving IT accessibility at Lehman College involves implementing a range of strategies and practices to ensure that all technology resources and services are usable by individuals with diverse abilities. This commitment not only aligns with legal requirements but also fosters an inclusive environment that benefits the entire college community.

Website Accessibility:

The I.T. Department conducts a thorough audit of the college's website to identify and rectify accessibility barriers. This includes ensuring compatibility with screen readers, using alt text for images, and providing captions for videos. They also implement a content management system that supports accessible design practices, enabling faculty and staff to create and maintain accessible web content.

Training and Resources:

I.T. Department provides training sessions for faculty, staff, and students on accessibility best practices, including how to create accessible documents and presentations.

Collaboration with Disability Services:

The I.T. Department works closely with the Office of Disability Services to identify specific needs and challenges faced by students with disabilities. Collaborate on initiatives that promote accessibility across all campus technology.

Harassment Prevention

CUNY has developed anti-harassment policies and procedures concerning individuals with disabilities and protected veterans. There is a 504/ADA Coordinator who 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 and job postings. CUNY's Office of Labor Relations provides an annual notice of our policies to labor unions. Either our unit or the university, as appropriate, notifies subcontractors, vendors, and suppliers of our EEO policies.

Outreach and Positive Recruiting

Table 9: Summary of Prior Year Outreach, 2023-2024

Program / Effort	Impact/Discussion
Participated online career fairs and job expos	These virtual events expand accessibility, allowing Lehman to engage with a diverse range of companies and organizations from various industries, regardless of geographical constraints.
Job Postings and Online Resources	Regularly circulating job opportunity to the Lehman community requesting circulation of opportunity to their professional networks.
Outreach to Underserved Communities	Conducting targeted outreach to underrepresented and underserved communities to promote employment resources and opportunities.

Table 10: Planned Outreach, 2024-2025

Program / Effort	Goals/Expected Impact
Diversity and Inclusion Enhancement	Increase the recruitment of diverse faculty and staff. Partner with organizations and institutions that focus on underrepresented groups in academia, develop targeted outreach campaigns, and implement bias training in the hiring process.
Strengthening Employer Branding	Enhance Lehman College's reputation as an employer of choice. Showcase faculty achievements, student success stories, and innovative research initiatives through social media, the college website, and targeted marketing materials. Participate in higher education recruitment events to promote the college's mission and values.
Streamlining the Recruitment Process	Create a more efficient and user-friendly hiring process for search committees
Engagement of Current Faculty and Staff	Leverage current faculty and staff to assist in recruitment efforts. Encourage faculty and staff to

	participate in recruitment fairs, serve as ambassadors for the college, and refer potential candidates through employee referral programs.
Enhancing Onboarding Experiences	Develop comprehensive onboarding programs that include orientation, mentorship, and resources for new faculty and staff, fostering a sense of belonging and community from day one.

By focusing on these future goals, Lehman College aims to attract and retain a diverse and talented faculty and staff, fostering an inclusive and innovative academic environment that benefits both the college community and its students.

Other outreach activities include:

- Sending information on employment opportunities to outlets reaching protected veterans (including disabled veterans) and individuals with disabilities
- Advertising job openings with external resources including the New York State Labor Department and related agencies
- Sharing information on Civil Service examinations through publishing exam notices and sending them to community organizations and public high schools
- 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 law
- Assisting qualified individuals with disabilities with appointment to classified competitive Civil Service titles without an examination (55(a) program)
- Filing the annual federal VETS-4212 report.

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 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 veterans (including disabled veterans) and other 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 (addressing 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 veterans (including disabled veterans) and other individuals with disabilities, we have designated specific responsibilities.

The President

The President, Fernand Delgado, 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, Maritza Rivera

- 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 they store records securely and maintain confidentiality
- 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.

Other Officials

Other officials promote employment and advancement of individuals with disabilities and veterans.

Gabriella Kohler, Director, Disability Services

Luis E. Soltero-Rodriguez, Director Office of Veterans and Military Affairs

Equity, Inclusion, Accessibility, and Anti-Racism Committee

Takiyah Ali – Committee Chair and Director of Graduate Studies

Prof. Diana Almodovar – Department of SLHS

Professor Matthew Frye-Castillo – department of English

Gabriella Kohler, Director, Disability Services

Professor Darcel Reyes – Department of Nursing

Professor Alyssa Lyons – Department of Sociology

Maritza Rivera – Chief Diversity Officer

Students

University Management

CUNY's Office of Recruitment and Diversity manages systems to maintain self-identification data and provides other data support to each unit. The Office also administers CUNY's 55(a) program to provide opportunities in Civil Service positions to individuals with disabilities.

Training

We provide orientation on relevant regulations and policies, including affirmative action programs, to personnel responsible for recruitment, selection, promotion, disciplinary actions, and similar activities.

Diversity, Equity, and Inclusion Training: Focused on Understanding the principles of DEI, recognizing unconscious bias, and learning strategies to foster an inclusive workplace.

Cultural Competency Workshops: Discussed building awareness of cultural differences, communication styles, and practices that support a multicultural workforce.

Conflict Resolution and Mediation Training: Improved skills in addressing and mediating disputes, leading to a more harmonious workplace.

Recruitment and Retention Strategies for Diverse Talent: Focused on best practices for attracting, hiring, and retaining diverse candidates, including reviewing job descriptions and implementing bias-free hiring practices.

Data Analysis and Reporting Training - Utilizing data to measure the effectiveness of diversity initiatives, assess workforce demographics, and identify areas for improvement.

Anti-Racism Training: Provided greater awareness of racism in various forms and actionable steps to address and dismantle systemic barriers.

Legal Compliance and Best Practices: Enhanced our knowledge of compliance requirements and the development of policies that promote a fair workplace.

Audit and Reporting System

The Chief Diversity Officer audits the effectiveness of outreach and affirmative action programs. They monitor practices and discrimination claims related to status as a veteran or individual with a disability.

The 504/ADA Coordinator oversees audit and reporting of accommodations for individuals with disabilities, identifying barriers to access and proposing remedial actions.

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

We are committed to ensuring compliance with diversity, equity, and inclusion standards, particularly in relation to the Section 503 of the Rehabilitation Act and the Vietnam Era Veterans' Readjustment Assistance Act (VEVRAA). Our efforts include regular audits and reviews of our employment practices to identify areas for improvement and ensure we are meeting our legal obligations. Here are some specific audits and reviews conducted:

1. **Self-Audit Using 503/VEVRAA Materials** -We utilized the self-audit materials provided by the Office of Federal Contract Compliance Programs (OFCCP) to assess our recruitment and hiring practices for individuals with disabilities and protected veterans.
2. **Workforce Composition Analysis:** The analysis highlighted areas where we needed to enhance our outreach and recruitment efforts, leading to the implementation of targeted initiatives aimed at attracting diverse candidates.

Through these audits and reviews, Lehman College is dedicated to fostering an inclusive workplace that complies with Section 503 and VEVRAA regulations, ensuring that we attract, hire, and retain a diverse workforce while supporting individuals with disabilities and veterans in their pursuit of educational and career opportunities.

Benchmark Comparisons

Staffing Ratios for Individuals with Disabilities and Veterans

Appendix G indicates the number of 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.

Veterans represent 1.11% of our workforce. CUNY reports veteran representation annually through the federal VETS-4212 report. There is no requirement to report veteran representation in the Affirmative Action Plan.

Hiring Rates for Veterans and Individuals with Disabilities

The exhibit on the following page illustrates hiring rates for individuals with disabilities and veterans in the US Department of Labor's required format.

In March 2024, the federal government set the benchmark Hiring Rate for veterans at 5.2%, based on the prevalence of veterans in the United States workforce.

There is no federal hiring rate benchmark for individuals with disabilities.

A total of 101 searches were conducted, attracting a substantial pool of 5,635 applicants. Among these applicants, 484 identified as individuals with disabilities, highlighting a critical aspect of our diversity and inclusion efforts.

From this pool, 58 candidates, representing 12.0% of those who identified as having a disability, were selected for interviews. Following the interviews, offers were extended to 13 candidates, constituting 2.7% of the total applicants and matching the percentage of hires from this group. The same 13 candidates accepted the offers, further illustrating the challenges faced in attracting and securing talent from the disability community.

Exhibit: Benchmark Comparisons for Veterans and Individuals with Disabilities

Table 11: Veterans' Hiring Rate Benchmark

The benchmark hiring rate, established by the US Department of Labor, is 5.2% as of March 2024.

<https://www.dol.gov/agencies/ofccp/vevraa/hiring-benchmark>

Factor	2023-202	2022-2023	2020-2021
A. Number of applicants who self-identified as Veterans before an offer of employment is made	82	36	36
B. Total number of job openings	101	36	20
C. Total number of jobs filled	100	36	20
D. Total number of applicants for all jobs	5632	2237	2042
E. Number of veteran applicants hired	2	0	0
F. Total number of applicants hired	100	39	14
Hiring Rate (E divided by F)	2.0%	0	0
Federal Benchmark	5.5%	5.5%	5.6%
Benchmark Met (Yes/No)	NO	NO	NO

Hiring Rate Individuals with Disabilities

There is no hiring benchmark for Individuals with Disabilities.

Factor	2023-2024	2022-2023	2020-2021
A. Number of applicants who self-identify as Individuals with Disabilities before an offer of employment is made	484	36	99
B. Total number of job openings	101	36	20
C. Total number of jobs filled	100	36	20
D. Total number of applicants for all jobs	5632	2237	2042
E. Number of individuals with disabilities hired	13	3	3
F. Total number of applicants hired	100	39	14
Hiring Rate (E Divided by F)	13%	7.69%	21.4%

APPENDICES

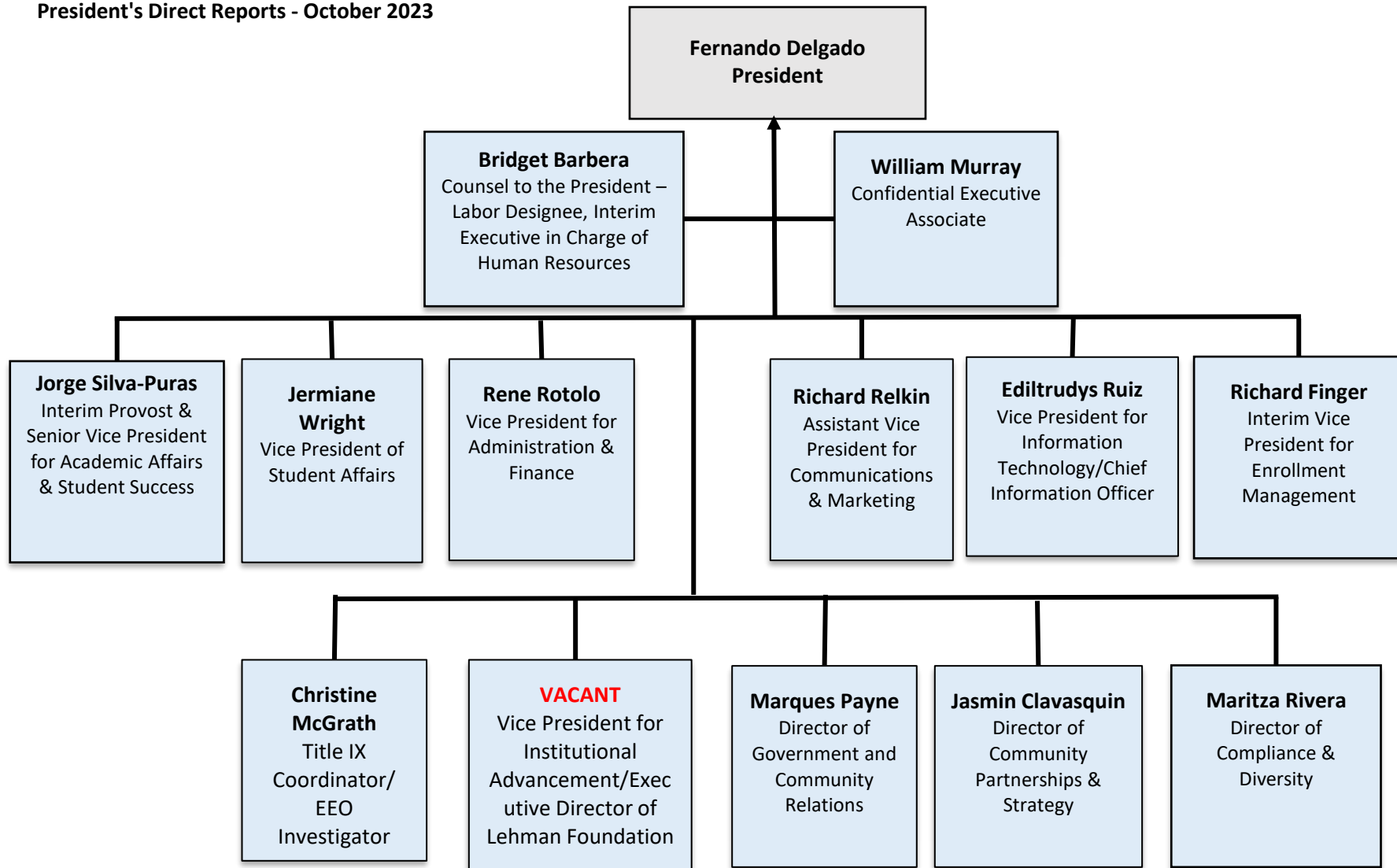
- A. SUMMARY ORGANIZATION CHART
- B. RE-AFFIRMATION LETTER
- C. JOB GROUPS AND LABOR MARKET AVAILABILITY
- D. ACADEMIC DEPARTMENTS BY DISCIPLINE AND COLLEGE LAB TECHNICIAN CATEGORY
- E. UTILIZATION ANALYSIS (ADMINISTRATORS AND STAFF, COLLEGE LAB TECHNICIANS, FACULTY)
- F. SUMMARY OF PERSONNEL ACTIVITIES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

Appendices for the 2024-2025 Affirmative Action Plan

Appendix A Organization Chart

This Appendix contains a summary organization chart.

President's Direct Reports - October 2023



Appendix B CUNY Policies

This Appendix has the text of major CUNY policies related to affirmative action and equal employment opportunity.

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 has had policies related to affirmative action plans since the early 1970s. CUNY’s 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.

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 (list name of office and/or website).

Appendix C Reaffirmation Letter

This Appendix contains the most recent Reaffirmation Letter.

From: [President Fernando Delgado](#)
To: [Maritza Rivera](#)
Subject: A Reaffirmation of Commitment to Employment Diversity, Equal Opportunity, and Affirmative Action
Date: Friday, October 27, 2023 9:23:58 AM

A Message From President Delgado



October 27, 2023

Dear Lehman College Community,

The City University of New York (CUNY) and Lehman College have a longstanding commitment to diversity and equal opportunity in all aspects of employment. We are committed to recruiting, employing, retaining, promoting, and providing benefits to employees regardless of: race; color; creed; national origin; ethnicity; ancestry; religion; age;

sex; 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, and sex offenses; or any other legally-prohibited basis in accordance with federal, state, and city laws. As a federal contractor, we engage in affirmative action for women, minorities, individuals with disabilities, and veterans consistent with federal requirements. This commitment extends to Italian Americans who are included among CUNY's protected groups.

The *CUNY Policy on Equal Opportunity and Non-Discrimination* prohibits discrimination on the basis of numerous protected characteristics in accordance with federal, state, and local law. I invite you to read the Policy in its entirety to learn more about what it covers, including the complaint procedures and the prohibition against retaliation. The [Policy on Equal Opportunity and Non-Discrimination](#) is posted on the CUNY website.

The *CUNY Policy on Sexual Misconduct* prohibits sexual harassment, gender-based harassment, and sexual violence against CUNY employees, students, and visitors. The [Policy on Sexual Misconduct](#) is posted on the [Lehman College website](#).

The *CUNY Policy on Reasonable Accommodations and Academic Adjustments* describes the reasonable accommodations and academic adjustments procedure in connection with a disability; pregnancy, childbirth, or a medical condition related to pregnancy or childbirth; religious practices; and status as a victim of domestic violence, sex offense or stalking. I invite you to visit the CUNY website to view the [Policy](#) in its entirety as well as the policies on [Reasonable Accommodations and Academic Adjustments](#) and [Reporting of Alleged Misconduct](#).

I would also like to remind our community of the College's process regarding requests for [religious accommodations](#). Raising awareness about your college's policies regarding religious accommodation requests is a crucial step in ensuring that all students are able to practice their faith comfortably and without hindrance. Knowledge empowers both students and staff to foster an inclusive and respectful environment.

Questions or concerns should be directed to Eric Washington, Director of Human Resources at 718-960-8181 or Eric.Washington@lehman.cuny.edu.

Now is a good time to complete two trainings, the Employee Sexual Misconduct Prevention and Response Course (eSPARC) and the Workplace Violence Prevention Program. New York State law and University policy require the completion of both programs annually by all full-time and part-time employees. It takes approximately 30 minutes to complete each program and once you have done so, you can claim your certificate and start the new academic year with confidence that you understand these employee policies and procedures. You will also have a clear understanding of your rights and the resources available to you and, just as important, how you can contribute to a safe and supportive work and learning environment. You can access both trainings from the My Organizations section of Blackboard.

I fully support these policies. However, it is only with the participation of everyone in the Lehman community that faculty, staff, students, and visitors can experience a safe and supportive environment, which is the spirit of Lehman College.

Please contact any of the following individuals for additional information about Lehman's policies and procedures as they apply to job applicants, employees, and visitors:

CUNY Policy on Equal Opportunity and Non-Discrimination and CUNY Policy on Sexual Misconduct

Maritza Rivera

Director, Compliance and Diversity
(718) 960-8111 or maritza.rivera@lehman.cuny.edu

Workplace Violence Prevention Policy and Domestic Violence in the Workplace

Eric Washington

Director of Human Resources
(718) 960-8181 or eric.washington@lehman.cuny.edu

Natalie Zambrana

HR Manager

(718) 960-8453 or natalie.zambrana@lehman.cuny.edu

CUNY Title IX Policy on Sexual Misconduct

Christine McGrath

Title IX Coordinator/EEO Investigator

(718) 960-8426 or christine.mcgrath@lehman.cuny.edu

Denny Santos

Director of Compliance and Operations

(718) 960-8711 or denny.santos@lehman.cuny.edu

Sincerely,

Fernando Delgado, PhD
President, Lehman College

Previous messages from the president can be found [here](#).



You are receiving this message at your Lehman College email address based on your affiliation with the College. Emails to this list are sent by authorized administrators to distribute news of interest.

If you choose to unsubscribe, you will be asked to subscribe again so that you do not miss important information.

Lehman College | 250 Bedford Park Blvd West, Shuster Hall, Room 316, Bronx, NY 10468

[Unsubscribe maritza.rivera@lehman.cuny.edu](mailto:maritza.rivera@lehman.cuny.edu)

[Update Profile](#) | [Constant Contact Data Notice](#)

Sent by president.delgado@lehman.cuny.edu powered by

Appendix D-1 Utilization Analysis - Staff Job Groups

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

Utilization analysis is a comparison of the demographics of employees in various job groups with an estimate of the labor market for that same job group. The labor market is comprised of two components, external (general population) and internal (CUNY employees eligible for advancement into the job group). The factors are blended according to the balance of internal/external hiring at CUNY. This exhibit details the specific factors we use for each job group. We last calculated labor market availability in 2023.

Underutilization occurs where the utilization of a protected group is less than 80% of the labor market estimate. It represents the number of additional employees we would need for utilization to equal the labor market estimate. For the federal plan, underutilization numbers for females and total minorities represent placement goals when there are opportunities for hiring/advancement.

For the federal plan, we calculate underutilization for the following categories: female, total minority, asian/hawaiian/other pacific islander, black/african american, and hispanic/latino. The total minority category includes asian, black, and hispanic job groups but also incorporates individuals identifying as native american/alaska native and two or more races. For the italian american plan, we add a calculation for employees identifying as italian american, in addition to any other group to which they identify.

We calculate underutilization separately for full-time (annual) and part-time (hourly) employees. To address the situation of employees holding multiple concurrent appointments, we do not count part-time appointments for employees holding full-time appointments. For individuals with multiple part-time appointments, we count only one appointment per department per campus, giving priority to teaching appointments, then appointments according to pay level. At some campuses, a small number of employees (ten or fewer) may be counted more than once in part-time job groups because their multiple appointments span multiple departments.

Lehman College

Category: Executive/Administrative/Managerial

Job Group: Admin 1: Executive

Description: Executive Compensation Plan (Other Than Chief Executive)

Appointments: 26

Weight Availability Factors

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

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

Titles held by employees in this group

- 04315 Administrator
- 04321 Assc Administrator
- 04320 Assc Dean
- 04723 Asst Administrator
- 04316 Asst Vice President
- 04314 Dean
- 04701 Sr Vice President
- 04702 Vice President

Utilization Report					
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino
Number of Employees	17	14	3	6	5
Underutilized (Y = Yes)					
Number Underutilized					
Actual Utilization	65.4%	53.8%	11.5%	23.1%	19.2%
Labor Market Availability	45.6%	29.6%	10.0%	8.9%	8.8%

Lehman College

Category: Executive/Administrative/Managerial

Job Group: Admin 2: Managerial

Description: HE Officer series administrators-senior level

Appointments: 133

Weight Availability Factors

55.00% ACS 2017-2021 NY/NJ MSA workforce with a minimum of Bachelor's degree plus six years or experience (proxy age of 27 or higher) in selected occupations (0020, 0060, 0101, 0102, 0110, 0120, 0136, 0230, 0565, 9800).

45.00% Employees in title Higher Education Assistant of of 6/1/22; tenure or permanency not required.

Titles held by employees in this group

04075 HE Associate

04097 HE Officer

Utilization Report					
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino
Number of Employees	77	81	8	30	42
Underutilized (Y = Yes)			Y		
Number Underutilized			11		
Actual Utilization	57.9%	60.9%	6.0%	22.6%	31.6%
Labor Market Availability	57.7%	51.7%	14.2%	17.4%	17.8%

Lehman College

Category: Executive/Administrative/Managerial

Job Group: Admin 2: Managerial Adjunct

Description: Adjunct HE Officer series administrators (all levels)

Appointments: 161

Weight Availability Factors

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

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

Titles held by employees in this group

04689 Non-Teaching Adjunct 1

04687 Non-Teaching Adjunct 3

04686 Non-Teaching Adjunct 4

04685 Non-Teaching Adjunct 5

Utilization Report					
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino
Number of Employees	104	98	14	30	52
Underutilized (Y = Yes)			Y		
Number Underutilized			9		
Actual Utilization	64.6%	60.9%	8.7%	18.6%	32.3%
Labor Market Availability	57.7%	51.7%	14.2%	17.4%	17.8%

Lehman College

Category: Executive/Administrative/Managerial

Job Group: Managerial: Security

Description: Campus Security-Managers

Appointments: 6

Weight Availability Factors

30.00% ACS 2017-2021 NY/NJ MSA with minimum of one year of college, New York State residency and minimum of eight years of experience (proxy age of 25 or higher) in selected occupations (0425, 3700, 3710).

70.00% Employees with Civil Service permanency in titles Campus Public Safety Sergeant or Campus Security Specialist as of 6/1/2022.

Titles held by employees in this group

04980 Campus Security Asst Dir

04979 Campus Security Dir

Utilization Report					
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino
Number of Employees	0	6	0	1	4
Underutilized (Y = Yes)	Y			Y	
Number Underutilized	1			1	
Actual Utilization	0.0%	100.0%	0.0%	16.7%	66.7%
Labor Market Availability	20.6%	68.9%	6.6%	33.2%	27.8%

Lehman College

Category: Professional Non-Faculty

Job Group: Admin 3: Professional

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

Appointments: 155

Weight Availability Factors

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

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

Titles held by employees in this group

- 04017 Asst to HEO
- 04099 HE Assistant
- 04132 Research Asst

Utilization Report					
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino
Number of Employees	113	131	13	38	78
Underutilized (Y = Yes)			Y		
Number Underutilized			13		
Actual Utilization	72.9%	84.5%	8.4%	24.5%	50.3%
Labor Market Availability	59.3%	39.5%	16.5%	9.6%	10.4%

Lehman College

Category: Professional Non-Faculty

Job Group: Info Tech: Professional

Description: Information Technology-Professionals

Appointments: 39

Weight Availability Factors

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

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

Titles held by employees in this group

- 04877 IT Associate
- 04875 IT Asst
- 04029 IT Bus Data Rep Analyst
- 04880 IT Sr Associate

Utilization Report					
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino
Number of Employees	15	35	9	4	22
Underutilized (Y = Yes)			Y	Y	
Number Underutilized			3	1	
Actual Utilization	38.5%	89.7%	23.1%	10.3%	56.4%
Labor Market Availability	38.1%	59.4%	30.2%	13.0%	13.9%

Lehman College

Category: Administrative Support Workers

Job Group: Administrative Assistant

Description: Administrative Assistants-Senior level

Appointments: 11

Weight Availability Factors

0.00% Internal Only - Promotional Title

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

Titles held by employees in this group

04804 CUNY Admin Asst

Utilization Report					
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino
Number of Employees	10	8	0	1	7
Underutilized (Y = Yes)			Y	Y	
Number Underutilized			1	3	
Actual Utilization	90.9%	72.7%	0.0%	9.1%	63.6%
Labor Market Availability	89.4%	77.7%	10.0%	36.6%	29.3%

Lehman College

Category: Administrative Support Workers

Job Group: Office Assistant

Description: Administrative Office Assistants-Entry level

Appointments: 57

Weight Availability Factors

65.00% ACS 2017-2021 NY/NJ MSA with minimum of High School Diploma in selected occupations (4720, 4740, 5220, 5230, 5240, 5740, 5810, 5820, 5860).

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

Titles held by employees in this group

04802 CUNY Office Assistant

Utilization Report					
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino
Number of Employees	46	48	4	20	23
Underutilized (Y = Yes)			Y		
Number Underutilized			5		
Actual Utilization	80.7%	84.2%	7.0%	35.1%	40.4%
Labor Market Availability	71.8%	58.9%	15.0%	17.6%	23.5%

Lehman College

Category: Administrative Support Workers

Job Group: Office Assistant Adjunct

Description: Hourly Administrative Office Assistants-Entry level

Appointments: 342

Weight Availability Factors

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

0.00% NA

Titles held by employees in this group

10102 College Assistant

Utilization Report					
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino
Number of Employees	226	304	41	82	175
Underutilized (Y = Yes)					
Number Underutilized					
Actual Utilization	66.1%	88.9%	12.0%	24.0%	51.2%
Labor Market Availability	76.3%	49.8%	11.5%	15.0%	20.5%

Lehman College

Category: Technicians

Job Group: Info Tech: Technician Adjunct

Description: Hourly Information Technology-Tech Support

Appointments: 6

Weight Availability Factors

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

0.00% NA

Titles held by employees in this group

04865 IT Support Asst

Utilization Report					
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino
Number of Employees	0	5	0	1	4
Underutilized (Y = Yes)	Y		Y		
Number Underutilized	1		1		
Actual Utilization	0.0%	83.3%	0.0%	16.7%	66.7%
Labor Market Availability	21.9%	52.9%	24.8%	10.9%	14.6%

Lehman College

Category: Craft Workers

Job Group: Skilled Trades: Not Supervisory

Description: Skilled Trades-Not supervisory

Appointments: 31

Weight Availability Factors

90.00% ACS 2017-2021 NY/NJ MSA in selected occupations (6230, 6250, 6355, 6410, 6440, 6460, 6515, 6700, 7300, 7350, 7540, 8030, 8500, 8600, 8610, 8630).

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

Titles held by employees in this group

- 04899 Carpenter
- 92210 Cement Mason
- 91717 Electrician
- 91650 High Pressure Plant Tender
- 04905 Locksmith
- 91830 Painter
- 91915 Plumber
- 04915 Stationary Engineer

Utilization Report					
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino
Number of Employees	0	10	1	4	5
Underutilized (Y = Yes)	Y	Y			Y
Number Underutilized	1	4			4
Actual Utilization	0.0%	32.3%	3.2%	12.9%	16.1%
Labor Market Availability	2.6%	46.2%	4.7%	10.6%	27.9%

Lehman College

Category: Craft Workers

Job Group: Laborers and Helpers

Description: Entry-Level Craft Workers

Appointments: 7

Weight Availability Factors

55.00% ACS 2017-2021 NY/NJ MSA in selected occupations (6260, 6600, 6730, 7610, 8810, 8950, 9620, 9760, 9760).

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

Titles held by employees in this group

90702 Laborer

12202 Stock Worker Supervisor

Utilization Report					
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino
Number of Employees	0	4	1	1	2
Underutilized (Y = Yes)	Y	Y		Y	Y
Number Underutilized	1	1		1	1
Actual Utilization	0.0%	57.1%	14.3%	14.3%	28.6%
Labor Market Availability	19.9%	73.8%	6.8%	24.3%	40.5%

Lehman College

Category: Craft Workers

Job Group: Basic Crafts-Buildings and Grounds

Description: Buildings and Grounds Workers

Appointments: 5

Weight Availability Factors

90.00% ACS 2017-2021 NY/NJ MSA in selected occupations (4210, 4251, 7200, 7340, 9120, 9141).

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

Titles held by employees in this group

90698 Maintenance Worker

04906 Motor Vehicle Mechanic

Utilization Report					
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino
Number of Employees	0	4	0	0	3
Underutilized (Y = Yes)				Y	
Number Underutilized				1	
Actual Utilization	0.0%	80.0%	0.0%	0.0%	60.0%
Labor Market Availability	7.7%	57.6%	8.1%	13.8%	32.7%

Lehman College

Category: Service Workers

Job Group: Campus Public Safety Sergeant

Description: Campus Security-Supervisors and Specialists

Appointments: 10

Weight Availability Factors

0.00% Internal Only-Promotional Title

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

Titles held by employees in this group

04846 Campus Pub Safety Sergeant

04845 Campus Security Specialist

Utilization Report					
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino
Number of Employees	3	10	0	2	8
Underutilized (Y = Yes)				Y	
Number Underutilized				3	
Actual Utilization	30.0%	100.0%	0.0%	20.0%	80.0%
Labor Market Availability	24.0%	86.3%	4.5%	49.2%	30.7%

Lehman College

Category: Service Workers

Job Group: Campus Peace Officer

Description: Campus Security-Mid level staff

Appointments: 7

Weight Availability Factors

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

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

Titles held by employees in this group

04844 Campus Peace Officer

Utilization Report					
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino
Number of Employees	5	7	0	0	7
Underutilized (Y = Yes)			Y	Y	
Number Underutilized			1	3	
Actual Utilization	71.4%	100.0%	0.0%	0.0%	100.0%
Labor Market Availability	30.1%	77.9%	13.7%	42.4%	19.7%

Lehman College

Category: Service Workers

Job Group: Campus Security Assistant

Description: Campus Security-Entry level staff

Appointments: 8

Weight Availability Factors

90.00% ACS 2017-2021 NY/NJ MSA with minimum of High School Diploma, New York State residency and minimum age of 18 in selected occupations (3930, 3940, 3945, 3946, 3960).

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

Titles held by employees in this group

04841 Campus Security Asst

Utilization Report					
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino
Number of Employees	1	8	2	2	4
Underutilized (Y = Yes)	Y			Y	
Number Underutilized	1			1	
Actual Utilization	12.5%	100.0%	25.0%	25.0%	50.0%
Labor Market Availability	30.6%	71.1%	8.2%	36.4%	23.6%

Lehman College

Category: Service Workers

Job Group: Custodial: Assistant

Description: Custodial-Entry level

Appointments: 47

Weight Availability Factors

65.00% ACS 2017-2021 NY/NJ MSA in occupation 4220.

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

Titles held by employees in this group

04861 Custodial Assistant

Utilization Report					
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino
Number of Employees	16	47	12	16	19
Underutilized (Y = Yes)					
Number Underutilized					
Actual Utilization	34.0%	100.0%	25.5%	34.0%	40.4%
Labor Market Availability	33.4%	77.6%	5.0%	29.2%	41.2%

Appendix D-2 Utilization Analysis - College Laboratory Technicians

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

Utilization analysis is a comparison of the demographics of employees in various job groups with an estimate of the labor market for that same job group. The labor market is comprised of two components, external (general population) and internal (CUNY employees eligible for advancement into the job group). The factors are blended according to the balance of internal/external hiring at CUNY. This exhibit details the specific factors we use for each job group. We last calculated labor market availability in 2023.

Underutilization occurs where the utilization of a protected group is less than 80% of the labor market estimate. It represents the number of additional employees we would need for utilization to equal the labor market estimate. For the federal plan, underutilization numbers for females and total minorities represent placement goals when there are opportunities for hiring/advancement.

For the federal plan, we calculate underutilization for the following categories: female, total minority, asian/hawaiian/other pacific islander, black/african american, and hispanic/latino. The total minority category includes asian, black, and hispanic job groups but also incorporates individuals identifying as native american/alaska native and two or more races. For the italian american plan, we add a calculation for employees identifying as italian american, in addition to any other group to which they identify.

College Laboratory Technicians at all levels are classified according to whether they are assigned to a department that represents a scientific, technical, or engineering discipline. All others, such as employees working in the Humanities, are assigned to the non-scientific category.

We calculate underutilization separately for full-time (annual) and part-time (hourly) employees. To address the situation of employees holding multiple concurrent appointments, we do not count part-time appointments for employees holding full-time appointments. For individuals with multiple part-time appointments, we count only one appointment per department per campus, giving priority to teaching appointments, then appointments according to pay level. At some campuses, a small number of employees (ten or fewer) may be counted more than once in part-time job groups because their appointments span multiple departments.

Lehman College

Job Group: Admin 4: College Lab Technician

Description: College Laboratory Technicians (all levels)

Weight Availability Factors

100.00% ACS 2017-2021 NY/NJ MSA with minimum of High School Diploma. Selected occupations for the Scientific/Technical/IT specialty (1050, 1910, 1920, 1970). Selected occupations for others (2440, 2555).

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

Appointments: 16

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

- 10033 Biological Sciences
- 10051 Chemistry
- 10123 Earth, Environ, and Geosp Sci
- 10423 Health Promotion & Nutrition
- 70054 Library
- 10195 Math
- 10211 Nursing
- 10229 Physics And Astronomy

Utilization Report					
	Female	Total Protected Ethnicity	Asian/Nat. Haw./Oth Pac. Isl.	Black/African American	Hispanic/Latino
Number of Employees	7	11	4	1	6
Underutilized (Y = Yes)					
Number Underutilized					
Actual Utilization	43.8%	68.8%	25.0%	6.3%	37.5%
Labor Market Availability	47.1%	31.3%	17.5%	4.9%	6.0%

Lehman College

Job Group: Admin 4: College Lab Technician

Description: College Laboratory Technicians (all levels)

Weight Availability Factors

100.00% ACS 2017-2021 NY/NJ MSA with minimum of High School Diploma. Selected occupations for the Scientific/Technical/IT specialty (1050, 1910, 1920, 1970). Selected occupations for others (2440, 2555).

Grouping: College Lab Tech: Other

Appointments: 9

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

- 10015 Anthropology
- 10021 Art
- 65017 College Now Program
- 75125 Freshman Year Initiative
- 10173 Journalism and Media Studies
- 10275 Middle And High School Ed
- 10207 Music, MM, Theatre, and Dance

Utilization Report					
	Female	Total Protected Ethnicity	Asian/Nat. Haw./Oth Pac. Isl.	Black/African American	Hispanic/Latino
Number of Employees	3	5	0	2	2
Underutilized (Y = Yes)	Y		Y		
Number Underutilized	5		1		
Actual Utilization	33.3%	55.6%	0.0%	22.2%	22.2%
Labor Market Availability	83.8%	42.8%	8.7%	13.3%	18.3%

Lehman College

Job Group: Admin 4: College Lab Technician Adjunct

Description: Adjunct College Laboratory Technicians (all levels)

Weight Availability Factors

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

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

Appointments: 9

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

- 10033 Biological Sciences
- 10051 Chemistry
- 10123 Earth, Environ, and Geosp Sci
- 10423 Health Promotion & Nutrition
- 70054 Library
- 10195 Math
- 10211 Nursing
- 10229 Physics And Astronomy

Utilization Report					
	Female	Total Protected Ethnicity	Asian/Nat. Haw./Oth Pac. Isl.	Black/African American	Hispanic/Latino
Number of Employees	3	8	1	2	5
Underutilized (Y = Yes)	Y		Y		
Number Underutilized	1		1		
Actual Utilization	33.3%	88.9%	11.1%	22.2%	55.6%
Labor Market Availability	47.1%	31.3%	17.5%	4.9%	6.0%

Lehman College

Job Group: Admin 4: College Lab Technician Adjunct

Description: Adjunct College Laboratory Technicians (all levels)

Weight Availability Factors

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

Grouping: College Lab Tech: Other

Appointments: 12

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

- 10015 Anthropology
- 10021 Art
- 65017 College Now Program
- 75125 Freshman Year Initiative
- 10173 Journalism and Media Studies
- 10275 Middle And High School Ed
- 10207 Music, MM, Theatre, and Dance

Utilization Report					
	Female	Total Protected Ethnicity	Asian/Nat. Haw./Oth Pac. Isl.	Black/African American	Hispanic/Latino
Number of Employees	8	7	2	2	3
Underutilized (Y = Yes)	Y				
Number Underutilized	2				
Actual Utilization	66.7%	58.3%	16.7%	16.7%	25.0%
Labor Market Availability	83.8%	42.8%	8.7%	13.3%	18.3%

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

This Appendix provides a utilization analysis for combination of faculty job group and academic discipline with five or more employees.

Utilization analysis is a comparison of the demographics of employees in various job groups with an estimate of the labor market for that same job group. The labor market is based on IPEDS degree completions as counted by the National Center for Education Statistics. We last calculated labor market availability in 2023.

Underutilization occurs where the utilization of a protected group is less than 80% of the labor market estimate. It represents the number of additional employees we would need to have for utilization to be equal to the labor market estimate. For the federal plan, underutilization numbers for females and total minorities represent placement goals when there are opportunities for hiring/advancement.

For this plan, we calculate underutilization for the following categories: female, total minority, asian/hawaiian/other pacific islander, black/african american, and hispanic/latino. The total minority category includes asian, black, and hispanic job groups but also incorporates individuals identifying as native american/alaska native and two or more races.

Utilization is calculated by job group and academic discipline. Job groups for faculty are: professoriate, instructor, lecturer, faculty librarian, K-12, developmental (CLIP/START), and continuing education. Not all campuses have faculty in all job groups. Academic disciplines are assigned to academic departments at the campus level.

We calculate underutilization separately for full-time (annual) and part-time (hourly) employees. To address the situation of employees holding multiple concurrent appointments, we do not count part-time appointments for employees holding full-time appointments. For individuals with multiple part-time appointments, we count only one appointment per department per campus, giving priority to teaching appointments, then appointments according to pay level. At some campuses, a small number of employees (ten or fewer) may be counted more than once in part-time job groups because their multiple appointments span multiple departments within the same campus.

Lehman College

Area, Ethnic, Cultural, Gender, and Group Studies

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

- 10314 Africana Studies
- 10252 Latin American and Latino Stud

Job Group Faculty: Lecturer Adjunct

Weight Availability Factors

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

	Utilization Report				
	Female	Total Protected Ethnicity	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/Latino
Number of Faculty	4	10	0	2	7
Underutilized (Y = Yes)	Y		Y		
Number Underutilized	3		1		
Actual Utilization	40.0%	100.0%	0.0%	20.0%	70.0%
Labor Market Availability	74.4%	54.0%	9.2%	19.2%	21.1%

Job Group Faculty: Professoriate

Weight Availability Factors

100.00% 2020 NCES Degree Completions, Doctoral, Nationwide for selected disciplines (first and second majors).

	Utilization Report				
	Female	Total Protected Ethnicity	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/Latino
Number of Faculty	7	8	0	6	2
Underutilized (Y = Yes)			Y		
Number Underutilized			1		
Actual Utilization	58.3%	66.7%	0.0%	50.0%	16.7%
Labor Market Availability	64.0%	50.9%	7.3%	22.5%	13.8%

Lehman College

Area, Ethnic, Cultural, Gender, and Group Studies

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

- 10314 Africana Studies
- 10252 Latin American and Latino Stud

Job Group Faculty: Professoriate Adjunct

Weight Availability Factors

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

	Utilization Report				
	Female	Total Protected Ethnicity	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/Latino
Number of Faculty	4	6	0	1	4
Underutilized (Y = Yes)					
Number Underutilized					
Actual Utilization	66.7%	100.0%	0.0%	16.7%	66.7%
Labor Market Availability	64.0%	50.9%	7.3%	22.5%	13.8%

Lehman College

Biological and Biomedical Sciences

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

10033 Biological Sciences

Job Group Faculty: Lecturer

Weight Availability Factors

100.00% 2020 NCES Degree Completions, Bachelor's level and above in New York and New Jersey for selected disciplines (first and second majors).

Total Appointments: 6

		Utilization Report				
		Female	Total Protected Ethnicity	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/Latino
Number of Faculty	<input type="text" value="3"/>	<input type="text" value="3"/>	<input type="text" value="3"/>	<input type="text" value="0"/>	<input type="text" value="1"/>	<input type="text" value="2"/>
Underutilized (Y = Yes)	<input type="text" value="Y"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="Y"/>	<input type="text"/>	<input type="text"/>
Number Underutilized	<input type="text" value="1"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="1"/>	<input type="text"/>	<input type="text"/>
Actual Utilization	<input type="text" value="50.0%"/>	<input type="text" value="50.0%"/>	<input type="text" value="0.0%"/>	<input type="text" value="16.7%"/>	<input type="text" value="33.3%"/>	
Labor Market Availability	<input type="text" value="64.2%"/>	<input type="text" value="47.2%"/>	<input type="text" value="19.5%"/>	<input type="text" value="10.4%"/>	<input type="text" value="13.8%"/>	

Job Group Faculty: Lecturer Adjunct

Weight Availability Factors

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

Total Appointments: 17

		Utilization Report				
		Female	Total Protected Ethnicity	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/Latino
Number of Faculty	<input type="text" value="12"/>	<input type="text" value="16"/>	<input type="text" value="6"/>	<input type="text" value="4"/>	<input type="text" value="6"/>	
Underutilized (Y = Yes)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
Number Underutilized	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
Actual Utilization	<input type="text" value="70.6%"/>	<input type="text" value="94.1%"/>	<input type="text" value="35.3%"/>	<input type="text" value="23.5%"/>	<input type="text" value="35.3%"/>	
Labor Market Availability	<input type="text" value="64.2%"/>	<input type="text" value="47.2%"/>	<input type="text" value="19.5%"/>	<input type="text" value="10.4%"/>	<input type="text" value="13.8%"/>	

Lehman College

Biological and Biomedical Sciences

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

10033 Biological Sciences

Job Group Faculty: Professoriate

Weight Availability Factors

100.00% 2020 NCES Degree Completions, Doctoral, Nationwide for selected disciplines (first and second majors).

Total Appointments: 13

	Utilization Report				
	Female	Total Protected Ethnicity	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/Latino
Number of Faculty	5	7	3	0	3
Underutilized (Y = Yes)	Y			Y	
Number Underutilized	2			1	
Actual Utilization	38.5%	53.8%	23.1%	0.0%	23.1%
Labor Market Availability	53.6%	28.5%	11.4%	4.6%	8.6%

Lehman College

Business, Management, Marketing and Support

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

- 10005 Accounting
- 10088 Finance, Info Syst and Eco
- 10190 Mgt & Business Innovation

Job Group Faculty: Lecturer

Weight Availability Factors

100.00% 2020 NCES Degree Completions, Bachelor's level and above in New York and New Jersey for selected disciplines (first and second majors).

Total Appointments: 8

	Utilization Report				
	Female	Total Protected Ethnicity	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/Latino
Number of Faculty	6	3	0	1	1
Underutilized (Y = Yes)			Y		
Number Underutilized			1		
Actual Utilization	75.0%	37.5%	0.0%	12.5%	12.5%
Labor Market Availability	46.7%	43.2%	13.9%	10.7%	16.0%

Job Group Faculty: Lecturer Adjunct

Weight Availability Factors

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

Total Appointments: 25

	Utilization Report				
	Female	Total Protected Ethnicity	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/Latino
Number of Faculty	11	17	3	9	5
Underutilized (Y = Yes)					
Number Underutilized					
Actual Utilization	44.0%	68.0%	12.0%	36.0%	20.0%
Labor Market Availability	46.7%	43.2%	13.9%	10.7%	16.0%

Lehman College

Business, Management, Marketing and Support

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

- 10005 Accounting
- 10088 Finance, Info Syst and Eco
- 10190 Mgt & Business Innovation

Job Group Faculty: Professoriate

Weight Availability Factors

100.00% 2020 NCES Degree Completions, Doctoral, Nationwide for selected disciplines (first and second majors).

Total Appointments: 18

Utilization Report					
	Female	Total Protected Ethnicity	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/Latino
Number of Faculty	5	11	6	0	5
Underutilized (Y = Yes)	Y			Y	
Number Underutilized	4			5	
Actual Utilization	27.8%	61.1%	33.3%	0.0%	27.8%
Labor Market Availability	47.7%	40.7%	5.6%	25.1%	7.0%

Job Group Faculty: Professoriate Adjunct

Weight Availability Factors

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

Total Appointments: 12

Utilization Report					
	Female	Total Protected Ethnicity	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/Latino
Number of Faculty	7	4	0	1	3
Underutilized (Y = Yes)			Y	Y	
Number Underutilized			1	2	
Actual Utilization	58.3%	33.3%	0.0%	8.3%	25.0%
Labor Market Availability	47.7%	40.7%	5.6%	25.1%	7.0%

Lehman College

Communications, Journalism, AND Visual/Perf Arts

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

10173 Journalism and Media Studies

Job Group Faculty: Lecturer Adjunct

Weight Availability Factors

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

	Utilization Report				
	Female	Total Protected Ethnicity	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/Latino
Number of Faculty	2	2	0	0	2
Underutilized (Y = Yes)	Y			Y	
Number Underutilized	1			1	
Actual Utilization	40.0%	40.0%	0.0%	0.0%	40.0%
Labor Market Availability	63.5%	38.9%	7.6%	10.4%	16.6%

Job Group Faculty: Professoriate

Weight Availability Factors

100.00% 2020 NCES Degree Completions, Doctoral, Nationwide for selected disciplines (first and second majors).

	Utilization Report				
	Female	Total Protected Ethnicity	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/Latino
Number of Faculty	2	1	0	1	0
Underutilized (Y = Yes)	Y		Y		
Number Underutilized	1		1		
Actual Utilization	33.3%	16.7%	0.0%	16.7%	0.0%
Labor Market Availability	51.6%	23.3%	8.8%	4.6%	6.6%

Lehman College

Computer and Information Sciences and Support

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

10066 Computer Science

Job Group Faculty: Lecturer

Weight Availability Factors

100.00% 2020 NCES Degree Completions, Bachelor's level and above in New York and New Jersey for selected disciplines (first and second majors).

Total Appointments: 6

	Utilization Report				
	Female	Total Protected Ethnicity	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/Latino
Number of Faculty	3	4	0	2	2
Underutilized (Y = Yes)			Y		
Number Underutilized			2		
Actual Utilization	50.0%	66.7%	0.0%	33.3%	33.3%
Labor Market Availability	25.3%	54.6%	28.5%	9.4%	13.2%

Job Group Faculty: Lecturer Adjunct

Weight Availability Factors

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

Total Appointments: 13

	Utilization Report				
	Female	Total Protected Ethnicity	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/Latino
Number of Faculty	2	6	2	1	3
Underutilized (Y = Yes)	Y		Y		
Number Underutilized	1		2		
Actual Utilization	15.4%	46.2%	15.4%	7.7%	23.1%
Labor Market Availability	25.3%	54.6%	28.5%	9.4%	13.2%

Lehman College

Computer and Information Sciences and Support

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

10066 Computer Science

Job Group Faculty: Professoriate

Weight Availability Factors

100.00% 2020 NCES Degree Completions, Doctoral, Nationwide for selected disciplines (first and second majors).

Total Appointments: 6

	Utilization Report				
	Female	Total Protected Ethnicity	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/Latino
Number of Faculty	0	2	2	0	0
Underutilized (Y = Yes)	Y			Y	
Number Underutilized	2			1	
Actual Utilization	0.0%	33.3%	33.3%	0.0%	0.0%
Labor Market Availability	25.7%	31.6%	13.2%	9.1%	4.8%

Lehman College

Continuing Education Programs

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

70062 Office for Teaching & Learning

Job Group Faculty: Continuing Education

Weight Availability Factors

100.00% 2020 NCES Degree Completions, Bachelor's level and above in New York and New Jersey for selected disciplines (first and second majors).

Total Appointments: 17

	Utilization Report				
	Female	Total Protected Ethnicity	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/Latino
Number of Faculty	13	7	2	2	3
Underutilized (Y = Yes)					
Number Underutilized					
Actual Utilization	76.5%	41.2%	11.8%	11.8%	17.6%
Labor Market Availability	54.9%	43.4%	13.9%	11.5%	15.2%

Lehman College

Education

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

- 10301 Academic Programs
- 10285 Counseling, Leadership Lit & Spec Ed
- 10100 Early Childhood And Childhood Ed
- 10275 Middle And High School Ed

Job Group Faculty: Lecturer

Weight Availability Factors

100.00% 2020 NCES Degree Completions, Bachelor's level and above in New York and New Jersey for selected disciplines (first and second majors).

Total Appointments: 15

Utilization Report					
	Female	Total Protected Ethnicity	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/Latino
Number of Faculty	13	9	2	2	3
Underutilized (Y = Yes)					
Number Underutilized					
Actual Utilization	86.7%	60.0%	13.3%	13.3%	20.0%
Labor Market Availability	78.2%	33.7%	5.1%	11.0%	15.2%

Job Group Faculty: Lecturer Adjunct

Weight Availability Factors

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

Total Appointments: 85

Utilization Report					
	Female	Total Protected Ethnicity	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/Latino
Number of Faculty	62	38	0	21	17
Underutilized (Y = Yes)			Y		
Number Underutilized			4		
Actual Utilization	72.9%	44.7%	0.0%	24.7%	20.0%
Labor Market Availability	78.2%	33.7%	5.1%	11.0%	15.2%

Lehman College

Education

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

- 10301 Academic Programs
- 10285 Counseling, Leadership Lit & Special Ed
- 10100 Early Childhood And Childhood Ed
- 10275 Middle And High School Ed

Job Group Faculty: Professoriate

Weight Availability Factors

100.00% 2020 NCES Degree Completions, Doctoral, Nationwide for selected disciplines (first and second majors).

Total Appointments: 32

	Utilization Report				
	Female	Total Protected Ethnicity	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/Latino
Number of Faculty	25	15	3	6	6
Underutilized (Y = Yes)					
Number Underutilized					
Actual Utilization	78.1%	46.9%	9.4%	18.8%	18.8%
Labor Market Availability	68.7%	36.6%	3.8%	20.6%	9.6%

Job Group Faculty: Professoriate Adjunct

Weight Availability Factors

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

Total Appointments: 34

	Utilization Report				
	Female	Total Protected Ethnicity	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/Latino
Number of Faculty	18	9	1	3	4
Underutilized (Y = Yes)	Y	Y		Y	
Number Underutilized	5	3		4	
Actual Utilization	52.9%	26.5%	2.9%	8.8%	11.8%
Labor Market Availability	68.7%	36.6%	3.8%	20.6%	9.6%

Lehman College

Education - Developmental

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

60008	Adult Learning Center
65017	College Now Program
15001	Continuing Education
65029	CUNY On The Concourse-TI
75125	Freshman Year Initiative
65107	Individualized & Cont Edu
65053	Lehman Scholars Program
65099	SEEK-Admin

Job Group Faculty: Continuing Education

Weight Availability Factors

100.00% 2020 NCES Degree Completions, Bachelor's level and above in New York and New Jersey for selected disciplines (first and second majors).

Total Appointments: 71

	Utilization Report				
	Female	Total Protected Ethnicity	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/Latino
Number of Faculty	41	52	4	27	18
Underutilized (Y = Yes)			Y		
Number Underutilized			4		
Actual Utilization	57.7%	73.2%	5.6%	38.0%	25.4%
Labor Market Availability	64.5%	30.7%	10.7%	9.2%	8.9%

Job Group Faculty: Lecturer Adjunct

Weight Availability Factors

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

Lehman College

Education - Developmental

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

60008	Adult Learning Center
65017	College Now Program
15001	Continuing Education
65029	CUNY On The Concourse-TI
75125	Freshman Year Initiative
65107	Individualized & Cont Edu
65053	Lehman Scholars Program
65099	SEEK-Admin

Job Group Faculty: Lecturer Adjunct

Weight Availability Factors

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

Total Appointments: 89

	Utilization Report				
	Female	Total Protected Ethnicity	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/Latino
Number of Faculty	53	48	8	12	22
Underutilized (Y = Yes)					
Number Underutilized					
Actual Utilization	59.6%	53.9%	9.0%	13.5%	24.7%
Labor Market Availability	64.5%	30.7%	10.7%	9.2%	8.9%

Job Group Faculty: Professoriate Adjunct

Weight Availability Factors

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

Lehman College

Education - Developmental

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

60008	Adult Learning Center
65017	College Now Program
15001	Continuing Education
65029	CUNY On The Concourse-TI
75125	Freshman Year Initiative
65107	Individualized & Cont Edu
65053	Lehman Scholars Program
65099	SEEK-Admin

Job Group Faculty: Professoriate Adjunct

Weight Availability Factors

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

Total Appointments: 38

	Utilization Report				
	Female	Total Protected Ethnicity	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/Latino
Number of Faculty	16	14	2	3	8
Underutilized (Y = Yes)	Y		Y		
Number Underutilized	9		2		
Actual Utilization	42.1%	36.8%	5.3%	7.9%	21.1%
Labor Market Availability	64.5%	30.7%	10.7%	9.2%	8.9%

Lehman College

English Language and Literature/Letters

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

10102 English

Job Group Faculty: Lecturer

Weight Availability Factors

100.00% 2020 NCES Degree Completions, Bachelor's level and above in New York and New Jersey for selected disciplines (first and second majors).

Total Appointments: 9

	Utilization Report				
	Female	Total Protected Ethnicity	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/Latino
Number of Faculty	6	5	1	0	4
Underutilized (Y = Yes)				Y	
Number Underutilized				1	
Actual Utilization	66.7%	55.6%	11.1%	0.0%	44.4%
Labor Market Availability	71.9%	37.9%	6.7%	9.2%	18.3%

Job Group Faculty: Lecturer Adjunct

Weight Availability Factors

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

Total Appointments: 14

	Utilization Report				
	Female	Total Protected Ethnicity	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/Latino
Number of Faculty	8	6	0	5	1
Underutilized (Y = Yes)	Y		Y		Y
Number Underutilized	2		1		2
Actual Utilization	57.1%	42.9%	0.0%	35.7%	7.1%
Labor Market Availability	71.9%	37.9%	6.7%	9.2%	18.3%

Lehman College

English Language and Literature/Letters

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

10102 English

Job Group Faculty: Professoriate

Weight Availability Factors

100.00% 2020 NCES Degree Completions, Doctoral, Nationwide for selected disciplines (first and second majors).

Total Appointments: 18

	Utilization Report				
	Female	Total Protected Ethnicity	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/Latino
Number of Faculty	10	7	3	3	1
Underutilized (Y = Yes)					
Number Underutilized					
Actual Utilization	55.6%	38.9%	16.7%	16.7%	5.6%
Labor Market Availability	59.4%	20.2%	3.7%	5.8%	6.9%

Job Group Faculty: Professoriate Adjunct

Weight Availability Factors

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

Total Appointments: 10

	Utilization Report				
	Female	Total Protected Ethnicity	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/Latino
Number of Faculty	7	2	0	2	0
Underutilized (Y = Yes)					Y
Number Underutilized					1
Actual Utilization	70.0%	20.0%	0.0%	20.0%	0.0%
Labor Market Availability	59.4%	20.2%	3.7%	5.8%	6.9%

Lehman College

Foreign Languages, Literatures, and Linguistics

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

10177 Languages And Literatures

Job Group Faculty: Lecturer Adjunct

Weight Availability Factors

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

	Utilization Report				
	Female	Total Protected Ethnicity	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/Latino
Total Appointments: 16					
Number of Faculty	10	10	0	0	10
Underutilized (Y = Yes)			Y	Y	
Number Underutilized			2	1	
Actual Utilization	62.5%	62.5%	0.0%	0.0%	62.5%
Labor Market Availability	69.4%	43.9%	9.6%	4.6%	26.5%

Job Group Faculty: Professoriate

Weight Availability Factors

100.00% 2020 NCES Degree Completions, Doctoral, Nationwide for selected disciplines (first and second majors).

	Utilization Report				
	Female	Total Protected Ethnicity	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/Latino
Total Appointments: 11					
Number of Faculty	4	8	0	0	8
Underutilized (Y = Yes)	Y		Y		
Number Underutilized	2		1		
Actual Utilization	36.4%	72.7%	0.0%	0.0%	72.7%
Labor Market Availability	55.4%	27.3%	6.2%	2.0%	16.9%

Lehman College

Foreign Languages, Literatures, and Linguistics

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

10177 Languages And Literatures

Job Group Faculty: Professoriate Adjunct

Weight Availability Factors

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

Total Appointments: 7

	Utilization Report				
	Female	Total Protected Ethnicity	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/Latino
Number of Faculty	4	5	0	0	5
Underutilized (Y = Yes)					
Number Underutilized					
Actual Utilization	57.1%	71.4%	0.0%	0.0%	71.4%
Labor Market Availability	55.4%	27.3%	6.2%	2.0%	16.9%

Lehman College

Health Professions and Related Programs

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

- 10424 Health Equity, Adm. & Tech
- 10423 Health Promotion & Nutrition
- 10211 Nursing
- 10288 Speech-Language-Hearing Sci

Job Group Faculty: Lecturer

Weight Availability Factors

100.00% 2020 NCES Degree Completions, Bachelor's level and above in New York and New Jersey for selected disciplines (first and second majors).

Total Appointments: 19

Utilization Report					
	Female	Total Protected Ethnicity	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/Latino
Number of Faculty	17	10	3	4	3
Underutilized (Y = Yes)					
Number Underutilized					
Actual Utilization	89.5%	52.6%	15.8%	21.1%	15.8%
Labor Market Availability	78.0%	43.4%	15.6%	12.4%	13.0%

Job Group Faculty: Lecturer Adjunct

Weight Availability Factors

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

Total Appointments: 70

Utilization Report					
	Female	Total Protected Ethnicity	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/Latino
Number of Faculty	53	40	5	23	12
Underutilized (Y = Yes)			Y		
Number Underutilized			6		
Actual Utilization	75.7%	57.1%	7.1%	32.9%	17.1%
Labor Market Availability	78.0%	43.4%	15.6%	12.4%	13.0%

Lehman College

Health Professions and Related Programs

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

- 10424 Health Equity, Adm. & Tech
- 10423 Health Promotion & Nutrition
- 10211 Nursing
- 10288 Speech-Language-Hearing Sci

Job Group Faculty: Professoriate

Weight Availability Factors

100.00% 2020 NCES Degree Completions, Doctoral, Nationwide for selected disciplines (first and second majors).

Total Appointments: 32

	Utilization Report				
	Female	Total Protected Ethnicity	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/Latino
Number of Faculty	28	21	5	8	6
Underutilized (Y = Yes)					
Number Underutilized					
Actual Utilization	87.5%	65.6%	15.6%	25.0%	18.8%
Labor Market Availability	60.7%	36.5%	17.9%	7.5%	7.7%

Job Group Faculty: Professoriate Adjunct

Weight Availability Factors

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

Total Appointments: 40

	Utilization Report				
	Female	Total Protected Ethnicity	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/Latino
Number of Faculty	33	25	3	15	5
Underutilized (Y = Yes)			Y		
Number Underutilized			4		
Actual Utilization	82.5%	62.5%	7.5%	37.5%	12.5%
Labor Market Availability	60.7%	36.5%	17.9%	7.5%	7.7%

Lehman College

History

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

10147 History

Job Group Faculty: Professoriate

Weight Availability Factors

100.00% 2020 NCES Degree Completions, Doctoral, Nationwide for selected disciplines (first and second majors).

Total Appointments: 11

Utilization Report					
	Female	Total Protected Ethnicity	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/Latino
Number of Faculty	5	1	0	1	0
Underutilized (Y = Yes)		Y			Y
Number Underutilized		1			1
Actual Utilization	45.5%	9.1%	0.0%	9.1%	0.0%
Labor Market Availability	39.7%	21.6%	2.8%	4.1%	11.4%

Job Group Faculty: Professoriate Adjunct

Weight Availability Factors

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

Total Appointments: 5

Utilization Report					
	Female	Total Protected Ethnicity	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/Latino
Number of Faculty	2	1	1	0	0
Underutilized (Y = Yes)					Y
Number Underutilized					1
Actual Utilization	40.0%	20.0%	20.0%	0.0%	0.0%
Labor Market Availability	39.7%	21.6%	2.8%	4.1%	11.4%

Lehman College

Library (Librarians/Non-Teaching)

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

70054 Library

Job Group Faculty: Librarian

Weight Availability Factors

100.00% ACS 2017-2021 Nationwide workforce with a minimum of a Master's degree in occupation 2435 (Librarians and Media Collections Specialists). One availability is calculated for all faculty in the Library group.

Total Appointments: 12

	Utilization Report				
	Female	Total Protected Ethnicity	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/Latino
Number of Faculty	10	5	1	1	3
Underutilized (Y = Yes)					
Number Underutilized					
Actual Utilization	83.3%	41.7%	8.3%	8.3%	25.0%
Labor Market Availability	81.3%	15.5%	3.6%	4.5%	4.8%

Lehman College

Mathematics and Statistics

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

10195 Math

Job Group Faculty: Lecturer Adjunct

Weight Availability Factors

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

Total Appointments: 18

Utilization Report					
	Female	Total Protected Ethnicity	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/Latino
Number of Faculty	4	12	2	2	8
Underutilized (Y = Yes)	Y		Y		
Number Underutilized	3		2		
Actual Utilization	22.2%	66.7%	11.1%	11.1%	44.4%
Labor Market Availability	40.3%	40.7%	21.3%	5.1%	11.4%

Job Group Faculty: Professoriate

Weight Availability Factors

100.00% 2020 NCES Degree Completions, Doctoral, Nationwide for selected disciplines (first and second majors).

Total Appointments: 15

Utilization Report					
	Female	Total Protected Ethnicity	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/Latino
Number of Faculty	4	3	1	0	1
Underutilized (Y = Yes)		Y	Y		
Number Underutilized		1	1		
Actual Utilization	26.7%	20.0%	6.7%	0.0%	6.7%
Labor Market Availability	26.7%	25.4%	12.5%	3.3%	6.2%

Lehman College

Parks, Recreation, Leisure and Fitness Studies

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

10422 Exercise Sciences & Recreation

Job Group Faculty: Lecturer Adjunct

Weight Availability Factors

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

Total Appointments: 21

Utilization Report					
	Female	Total Protected Ethnicity	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/Latino
Number of Faculty	9	9	1	2	6
Underutilized (Y = Yes)					
Number Underutilized					
Actual Utilization	42.9%	42.9%	4.8%	9.5%	28.6%
Labor Market Availability	39.1%	34.8%	6.5%	11.2%	14.3%

Job Group Faculty: Professoriate

Weight Availability Factors

100.00% 2020 NCES Degree Completions, Doctoral, Nationwide for selected disciplines (first and second majors).

Total Appointments: 6

Utilization Report					
	Female	Total Protected Ethnicity	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/Latino
Number of Faculty	2	1	1	0	0
Underutilized (Y = Yes)	Y				
Number Underutilized	1				
Actual Utilization	33.3%	16.7%	16.7%	0.0%	0.0%
Labor Market Availability	49.0%	22.1%	2.7%	7.4%	7.0%

Lehman College

Parks, Recreation, Leisure and Fitness Studies

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

10422 Exercise Sciences & Recreation

Job Group Faculty: Professoriate Adjunct

Weight Availability Factors

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

Total Appointments: 5

	Utilization Report				
	Female	Total Protected Ethnicity	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/Latino
Number of Faculty	1	1	0	1	0
Underutilized (Y = Yes)	Y				
Number Underutilized	1				
Actual Utilization	20.0%	20.0%	0.0%	20.0%	0.0%
Labor Market Availability	49.0%	22.1%	2.7%	7.4%	7.0%

Lehman College

Philosophy and Religious Studies

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

10221 Philosophy

Job Group Faculty: Lecturer Adjunct

Weight Availability Factors

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

Total Appointments: 8

	Utilization Report				
	Female	Total Protected Ethnicity	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/Latino
Number of Faculty	5	2	0	0	1
Underutilized (Y = Yes)					
Number Underutilized					
Actual Utilization	62.5%	25.0%	0.0%	0.0%	12.5%
Labor Market Availability	14.3%	11.8%	2.9%	2.5%	5.0%

Lehman College

Physical Sciences

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

- 10051 Chemistry
- 10229 Physics And Astronomy

Job Group Faculty: Lecturer Adjunct

Weight Availability Factors

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

Total Appointments: 25

	Utilization Report				
	Female	Total Protected Ethnicity	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/Latino
Number of Faculty	11	16	6	4	6
Underutilized (Y = Yes)					
Number Underutilized					
Actual Utilization	44.0%	64.0%	24.0%	16.0%	24.0%
Labor Market Availability	41.8%	34.2%	13.6%	5.7%	11.2%

Job Group Faculty: Professoriate

Weight Availability Factors

100.00% 2020 NCES Degree Completions, Doctoral, Nationwide for selected disciplines (first and second majors).

Total Appointments: 18

	Utilization Report				
	Female	Total Protected Ethnicity	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/Latino
Number of Faculty	5	5	1	2	2
Underutilized (Y = Yes)	Y				
Number Underutilized	1				
Actual Utilization	27.8%	27.8%	5.6%	11.1%	11.1%
Labor Market Availability	34.8%	20.5%	8.0%	2.1%	6.6%

Lehman College

Psychology

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

10245 Psychology

Job Group Faculty: Lecturer

Weight Availability Factors

100.00% 2020 NCES Degree Completions, Bachelor's level and above in New York and New Jersey for selected disciplines (first and second majors).

Total Appointments: 5

	Utilization Report				
	Female	Total Protected Ethnicity	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/Latino
Number of Faculty	3	2	0	1	1
Underutilized (Y = Yes)	Y				
Number Underutilized	1				
Actual Utilization	60.0%	40.0%	0.0%	20.0%	20.0%
Labor Market Availability	79.5%	47.8%	9.7%	12.7%	22.3%

Job Group Faculty: Lecturer Adjunct

Weight Availability Factors

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

Total Appointments: 7

	Utilization Report				
	Female	Total Protected Ethnicity	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/Latino
Number of Faculty	4	5	1	2	2
Underutilized (Y = Yes)	Y				
Number Underutilized	2				
Actual Utilization	57.1%	71.4%	14.3%	28.6%	28.6%
Labor Market Availability	79.5%	47.8%	9.7%	12.7%	22.3%

Lehman College

Psychology

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

10245 Psychology

Job Group Faculty: Professoriate

Weight Availability Factors

100.00% 2020 NCES Degree Completions, Doctoral, Nationwide for selected disciplines (first and second majors).

Total Appointments: 11

Utilization Report					
	Female	Total Protected Ethnicity	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/Latino
Number of Faculty	5	3	0	1	2
Underutilized (Y = Yes)	Y		Y		
Number Underutilized	3		1		
Actual Utilization	45.5%	27.3%	0.0%	9.1%	18.2%
Labor Market Availability	75.5%	31.0%	5.8%	9.3%	12.1%

Job Group Faculty: Professoriate Adjunct

Weight Availability Factors

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

Total Appointments: 20

Utilization Report					
	Female	Total Protected Ethnicity	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/Latino
Number of Faculty	14	9	2	3	4
Underutilized (Y = Yes)					
Number Underutilized					
Actual Utilization	70.0%	45.0%	10.0%	15.0%	20.0%
Labor Market Availability	75.5%	31.0%	5.8%	9.3%	12.1%

Lehman College

Social Sciences

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

- 10015 Anthropology
- 10236 Political Science
- 10283 Sociology

Job Group Faculty: Lecturer Adjunct

Weight Availability Factors

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

Total Appointments: 17

	Utilization Report				
	Female	Total Protected Ethnicity	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/Latino
Number of Faculty	12	9	3	3	1
Underutilized (Y = Yes)					Y
Number Underutilized					2
Actual Utilization	70.6%	52.9%	17.6%	17.6%	5.9%
Labor Market Availability	55.7%	47.0%	11.7%	12.6%	19.3%

Job Group Faculty: Professoriate

Weight Availability Factors

100.00% 2020 NCES Degree Completions, Doctoral, Nationwide for selected disciplines (first and second majors).

Total Appointments: 27

	Utilization Report				
	Female	Total Protected Ethnicity	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/Latino
Number of Faculty	16	11	3	3	3
Underutilized (Y = Yes)					
Number Underutilized					
Actual Utilization	59.3%	40.7%	11.1%	11.1%	11.1%
Labor Market Availability	49.7%	25.4%	7.7%	6.2%	8.1%

Lehman College

Social Sciences

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

- 10015 Anthropology
- 10236 Political Science
- 10283 Sociology

Job Group Faculty: Professoriate Adjunct

Weight Availability Factors

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

Total Appointments: 16

	Utilization Report				
	Female	Total Protected Ethnicity	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/Latino
Number of Faculty	7	5	1	3	1
Underutilized (Y = Yes)					
Number Underutilized					
Actual Utilization	43.8%	31.3%	6.3%	18.8%	6.3%
Labor Market Availability	49.7%	25.4%	7.7%	6.2%	8.1%

Lehman College

Social Work

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

10281 Social Work

Job Group Faculty: Lecturer Adjunct

Weight Availability Factors

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

Total Appointments: 11

	Utilization Report				
	Female	Total Protected Ethnicity	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/Latino
Number of Faculty	6	8	0	5	3
Underutilized (Y = Yes)	Y				
Number Underutilized	4				
Actual Utilization	54.5%	72.7%	0.0%	45.5%	27.3%
Labor Market Availability	87.3%	48.4%	4.1%	19.6%	22.3%

Job Group Faculty: Professoriate

Weight Availability Factors

100.00% 2020 NCES Degree Completions, Doctoral, Nationwide for selected disciplines (first and second majors).

Total Appointments: 12

	Utilization Report				
	Female	Total Protected Ethnicity	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/Latino
Number of Faculty	7	6	1	3	2
Underutilized (Y = Yes)	Y				
Number Underutilized	3				
Actual Utilization	58.3%	50.0%	8.3%	25.0%	16.7%
Labor Market Availability	80.2%	42.0%	4.5%	24.3%	10.4%

Lehman College

Social Work

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

10281 Social Work

Job Group Faculty: Professoriate Adjunct

Weight Availability Factors

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

Total Appointments: 13

	Utilization Report				
	Female	Total Protected Ethnicity	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/Latino
Number of Faculty	7	7	0	4	3
Underutilized (Y = Yes)	Y		Y		
Number Underutilized	3		1		
Actual Utilization	53.8%	53.8%	0.0%	30.8%	23.1%
Labor Market Availability	80.2%	42.0%	4.5%	24.3%	10.4%

Lehman College

Visual and Performing Arts

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

- 10021 Art
- 10207 Music, MM, Theatre, and Dance

Job Group Faculty: Lecturer

Weight Availability Factors

100.00% 2020 NCES Degree Completions, Bachelor's level and above in New York and New Jersey for selected disciplines (first and second majors).

Total Appointments: 6

	Utilization Report				
	Female	Total Protected Ethnicity	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/Latino
Number of Faculty	1	2	1	1	0
Underutilized (Y = Yes)	Y				Y
Number Underutilized	3				1
Actual Utilization	16.7%	33.3%	16.7%	16.7%	0.0%
Labor Market Availability	63.2%	38.5%	9.0%	8.7%	16.2%

Job Group Faculty: Lecturer Adjunct

Weight Availability Factors

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

Total Appointments: 22

	Utilization Report				
	Female	Total Protected Ethnicity	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/Latino
Number of Faculty	12	9	1	0	8
Underutilized (Y = Yes)			Y	Y	
Number Underutilized			1	2	
Actual Utilization	54.5%	40.9%	4.5%	0.0%	36.4%
Labor Market Availability	63.2%	38.5%	9.0%	8.7%	16.2%

Lehman College

Visual and Performing Arts

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

- 10021 Art
- 10207 Music, MM, Theatre, and Dance

Job Group Faculty: Professoriate

Weight Availability Factors

100.00% 2020 NCES Degree Completions, Doctoral, Nationwide for selected disciplines (first and second majors).

Total Appointments: 25

	Utilization Report				
	Female	Total Protected Ethnicity	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/Latino
Number of Faculty	14	7	1	2	2
Underutilized (Y = Yes)			Y		
Number Underutilized			1		
Actual Utilization	56.0%	28.0%	4.0%	8.0%	8.0%
Labor Market Availability	48.7%	23.1%	9.9%	3.3%	6.9%

Job Group Faculty: Professoriate Adjunct

Weight Availability Factors

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

Total Appointments: 28

	Utilization Report				
	Female	Total Protected Ethnicity	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/Latino
Number of Faculty	11	3	1	1	1
Underutilized (Y = Yes)		Y	Y		Y
Number Underutilized		3	2		1
Actual Utilization	39.3%	10.7%	3.6%	3.6%	3.6%
Labor Market Availability	48.7%	23.1%	9.9%	3.3%	6.9%

Appendix E Personnel Activity

This Appendix details personnel activities.

The charts in this section provide detail on personnel activity by job group and by EEO Category.

The charts illustrate activity moving into a job group (e.g., new hires, transfers, advancements) and activity moving out of a job group. With the exception of new hires and terminations, the action of an employee moving into one job group through a promotion or other transfer results in a similar action of the employee leaving their previous job group for the same reasons. As a result, these charts also provide detail on the net changes to each job group over the past year.

Advancements include not only promotions along established promotional tracks but other occasions when an employee moved into a title that is generally considered to be a higher title, usually related to pay level.

It is important to compare the ratios of hires, advancements and separations among demographic groups. This is referred to as a "selection rate" and strong variations among groups may indicate areas for further investigation and oversight by the Chief Diversity Officer.

The charts represent only those groups with a material level of activity.

EEO Category Summary
 Personnel Actions, 6/1/23 - 6/1/24
 Executive/Administrative/Managerial
 (Select Group from Drop-Down List Above)

	Net Group Changes	NET HIRES					Detail, Internal Hires by Type						NET EXITS					Detail, Internal Exits by Type					Changes within Job Group (not counted in totals)		
		Addition #	External Hire	External Hire %	Internal Hire into Job Group	Internal Hire %	Hired from Part Time	Hired from Other College	Demoted into new Job Group	Advanced into new Job Group	Other Change	Returned to Faculty	Sub. #	Exit from CUNY	Exit from CUNY %	Exit from Job Group	Exit from Job Grp %	Left for Other CUNY College	Demoted out of Job Group	Advanced out of Job Group	Other Change	Returned to Faculty	Advancements within Job Group	Advancements %	Other Changes within Job Group
Total	3	23	9		14	2	3		9			(20)	(13)		(7)		(4)		(2)		(1)	7			
Male	(1)	7	3	33%	4	2	2		2			(8)	(4)	31%	(4)	57%	(2)		(1)		(1)	2	29%		
Female	4	16	6	67%	10	2	1		7			(12)	(9)	69%	(3)	43%	(2)		(1)			5	71%		
Other Gender				0%										0%		0%							0%		
Unknown Gender				0%										0%		0%							0%		
Fed. Protected Ethnicity	3	16	5	56%	11	2	2		7			(13)	(6)	46%	(7)	100%	(4)		(2)		(1)	5	71%		
Asian/Hawaiian/OPI	1	1	1	11%										0%		0%							0%		
Black/African Amer.	(3)	4	1	11%	3				3			(7)	(3)	23%	(4)	57%	(2)		(1)		(1)	1	14%		
Hispanic/Latino	5	11	3	32%	8	2	2		4			(6)	(3)	21%	(3)	43%	(2)		(1)			3	43%		
Other Protected Grp.				0%										0%		0%						1	14%		
White	1	7	4	44%	3				2			(6)	(6)	46%		0%						2	29%		
Unknown Ethnicity	(1)			0%								(1)	(1)	8%		0%							0%		
Italian-American*	(1)	1		0%	1							(2)	(2)	15%		0%							0%		
Veterans	(1)			0%								(1)	(1)	8%		0%						1	14%		
Indiv. w/Disabilities	1	3	2	22%	1				1			(2)		0%	(2)	29%	(1)		(1)			3	43%		

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

*As of 2023, Italian American status is counted regardless of other ethnicity choices

EEO Category Summary
 Personnel Actions, 6/1/23 - 6/1/24
 Professional Faculty

(Select Group from Drop-Down List Above)

	Net Group Changes	NET HIRES		Hires by Type		Detail, Internal Hires by Type						NET EXITS		Exits by Type		Detail, Internal Exits by Type					Changes within Job Group (not counted in totals)			
		Addition #	External Hire	External Hire %	Internal Hire into Job Group	Internal Hire %	Hired from Part Time	Hired from Other College	Demoted into new Job Group	Advanced into new Job Group	Other Change	Returned to Faculty	Sub. #	Exit from CUNY	Exit from CUNY %	Exit from Job Group	Exit from Job Grp %	Left for Other CUNY College	Demoted out of Job Group	Advanced out of Job Group	Other Change	Returned to Faculty	Advancements within Job Group	Advancements %
Total	18	48	17		31	23	1		6		1	(30)	(20)		(10)		(3)		(7)			21		
Male	5	19	4	24%	15	10			4		1	(14)	(11)	55%	(3)	30%		(3)				11	52%	
Female	12	28	12	71%	16	13	1		2			(16)	(9)	45%	(7)	70%		(4)				10	48%	
Other Gender	1	1	1	6%										0%		0%							0%	
Unknown Gender				0%										0%		0%							0%	
Fed. Protected Ethnicity	25	36	16	94%	20	15	1		3		1	(11)	(6)	30%	(5)	50%	(1)		(4)			10	48%	
Asian/Hawaiian/CPI	9	11	6	32%	5	4	1					(2)	(2)	10%		0%						2	10%	
Black/African Amer.	3	5	2	12%	3	2					1	(2)	(2)	10%		0%						3	14%	
Hispanic/Latino	11	18	7	41%	11	8			3			(7)	(2)	10%	(5)	50%	(1)		(4)			4	19%	
Other Protected Grp	2	2	1	6%	1	1								0%		0%						1	5%	
White	(7)	12	1	6%	11	8			3			(19)	(14)	70%	(5)	50%	(2)		(3)			11	52%	
Unknown Ethnicity				0%										0%		0%							0%	
Italian-American*	2	3	1	6%	2	2						(1)	(1)	5%		0%						2	10%	
Veterans	1	1		0%	1	1								0%		0%							0%	
Indiv. w/Disabilities	3	5		0%	5	2	1		2			(2)		0%	(2)	20%			(2)			3	14%	

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

*As of 2023, Italian American status is counted regardless of other ethnicity choices

EEO Category Summary
 Personnel Actions, 6/1/23 - 6/1/24
 Professional Non-Faculty

(Select Group from Drop-Down List Above)

	Net Group Changes	NET HIRES		Hires by Type		Detail, Internal Hires by Type						NET EXITS		Exits by Type		Detail, Internal Exits by Type					Changes within Job Group (not counted in totals)			
		Addition #	External Hire	External Hire %	Internal Hire into Job Group	Internal Hire %	Hired from Part Time	Hired from Other College	Demoted into new Job Group	Advanced into new Job Group	Other Change	Returned to Faculty	Sub. #	Exit from CUNY	Exit from CUNY %	Exit from Job Group	Exit from Job Grp %	Left for Other CUNY College	Demoted out of Job Group	Advanced out of Job Group	Other Change	Returned to Faculty	Advancements within Job Group	Advancements %
Total	23	38	16		22	7	8		7			(15)	(5)		(10)		(4)		(6)			3		
Male	7	12	4	25%	8	3	1		4			(5)	(2)	40%	(3)	30%	(2)		(1)			1	33%	
Female	16	26	12	75%	14	4	7		3			(10)	(3)	60%	(7)	70%	(2)		(5)			2	67%	
Other Gender				0%										0%		0%								
Unknown Gender				0%										0%		0%								
Fed. Protected Ethnicity	20	31	12	75%	19	6	8		5			(11)	(4)	80%	(7)	70%	(3)		(4)			3	100%	
Asian/Hawaiian/CPI	2	2	1	50%	1	1	1							0%		0%						1	33%	
Black/African Amer.	4	8	2	13%	6	1	3		2			(4)	(3)	20%	(3)	30%	(1)		(2)					
Hispanic/Latino	14	21	9	56%	12	5	4		3			(7)	(3)	60%	(4)	40%	(2)		(2)			2	67%	
Other Protected Grp				0%										0%		0%								
White	3	7	4	25%	3	1			2			(4)	(3)	20%	(3)	30%	(1)		(2)					
Unknown Ethnicity				0%										0%		0%								
Italian-American*				0%										0%		0%								
Veterans	2	2	1	6%	1	1								0%		0%								
Indiv. w/Disabilities	4	4	1	6%	3	1	2		1					0%		0%								

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

*As of 2023, Italian American status is counted regardless of other ethnicity choices

EEO Category Summary
 Personnel Actions, 6/1/23 - 6/1/24

Administrative Support Workers

(Select Group from Drop-Down List Above)

	Net Group Changes	NET HIRES		Hires by Type		Detail, Internal Hires by Type						NET EXITS		Exits by Type		Detail, Internal Exits by Type					Changes within Job Group (not counted in totals)				
		Addition #	External Hire	External Hire %	Internal Hire into Job Group	Internal Hire %	Hired from Part Time	Hired from Other College	Demoted into new Job Group	Advanced into new Job Group	Other Change	Returned to Faculty	Sub. #	Exit from CUNY	Exit from CUNY %	Exit from Job Group	Exit from Job Grp %	Left for Other CUNY College	Demoted out of Job Group	Advanced out of Job Group	Other Change	Returned to Faculty	Advancements within Job Group	Advancements %	Other Changes within Job Group
Total	(2)	7	2		5	5						(9)	(6)		(3)										
Male	1	3	1	50%	2	2						(2)		0%	(2)	67%								0%	
Female	(2)	4	1	50%	3							(6)	(5)	83%	(1)	33%									0%
Other Gender	(1)			0%								(1)	(1)	17%		0%									0%
Unknown Gender				0%										0%		0%									0%
Fed. Protected Ethnicity	(2)	7	2	100%	5	5						(9)	(6)	100%	(3)	100%									0%
Asian/Hawaiian/CPI	1	1		0%	1	1								0%		0%									0%
Black/African Amer.	1	4	2	100%	2	2						(3)	(2)	33%	(1)	33%									0%
Hispanic/Latino	(4)	2		0%	2	2						(6)	(4)	67%	(2)	67%									0%
Other Protected Grp				0%										0%		0%									0%
White				0%										0%		0%									0%
Unknown Ethnicity				0%										0%		0%									0%
Italian-American*				0%										0%		0%									0%
Veterans				0%										0%		0%									0%
Indiv. w/Disabilities	(1)			0%								(1)		0%	(1)	33%									0%

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

*As of 2023, Italian American status is counted regardless of other ethnicity choices

EEO Category Summary
 Personnel Actions, 6/1/23 - 6/1/24
 Technicians

(Select Group from Drop-Down List Above)

	Net Group Changes	NET HIRES					Detail, Internal Hires by Type						NET EXITS					Detail, Internal Exits by Type					Changes within Job Group (not counted in totals)		
		Addition #	External Hire	External Hire %	Internal Hire into Job Group	Internal Hire %	Hired from Part Time	Hired from Other College	Demoted into new Job Group	Advanced into new Job Group	Other Change	Returned to Faculty	Sub. #	Exit from CUNY	Exit from CUNY %	Exit from Job Group	Exit from Job Grp %	Left for Other CUNY College	Demoted out of Job Group	Advanced out of Job Group	Other Change	Returned to Faculty	Advancements within Job Group	Advancements %	Other Changes within Job Group
Total	(4)	2	1		1	1						(6)	(3)		(5)		(1)		(4)			3		1	
Male	(3)	2	1	100%	1	1						(5)	(3)	100%	(4)	80%	(1)		(3)			2	67%	1	
Female	(1)			0%								(1)		0%	(1)	20%			(1)			1	33%		
Other Gender				0%										0%		0%							0%		
Unknown Gender				0%										0%		0%							0%		
Fed. Protected Ethnicity	(2)	2	1	100%	1	1						(4)	(3)	100%	(3)	60%	(1)		(2)			2	67%	1	
Asian/Hawaiian/CPI		1		0%	1	1						(1)	(3)	100%		0%							0%		
Black/African Amer.	(1)			0%										0%	(1)	20%			(1)				0%		
Hispanic/Latino	(1)	1	1	100%								(2)		0%	(2)	40%	(1)		(1)			2	67%	1	
Other Protected Grp				0%										0%		0%							0%		
White	(2)			0%								(2)		0%	(2)	40%			(2)			1	33%		
Unknown Ethnicity				0%										0%		0%							0%		
Italian-American*				0%										0%		0%							0%		
Veterans				0%										0%		0%							0%		
Indiv. w/Disabilities				0%										0%		0%							0%		

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

*As of 2023, Italian American status is counted regardless of other ethnicity choices

EEO Category Summary
 Personnel Actions, 6/1/23 - 6/1/24
 Craft Workers

(Select Group from Drop-Down List Above)

	Net Group Changes	NET HIRES		Hires by Type		Detail, Internal Hires by Type						NET EXITS		Exits by Type		Detail, Internal Exits by Type					Changes within Job Group (not counted in totals)				
		Addition #	External Hire	External Hire %	Internal Hire into Job Group	Internal Hire %	Hired from Part Time	Hired from Other College	Demoted into new Job Group	Advanced into new Job Group	Other Change	Returned to Faculty	Sub. #	Exit from CUNY	Exit from CUNY %	Exit from Job Group	Exit from Job Grp %	Left for Other CUNY College	Demoted out of Job Group	Advanced out of Job Group	Other Change	Returned to Faculty	Advancements within Job Group	Advancements %	Other Changes within Job Group
Total	(1)	4	3		1							(5)	(3)		(2)		(2)								
Male	(1)	4	3	100%	1	100%						(5)	(3)	100%	(2)	100%	(2)								
Female				0%		0%								0%		0%									0%
Other Gender				0%		0%								0%		0%									0%
Unknown Gender				0%		0%								0%		0%									0%
Fed. Protected Ethnicity	(1)			0%		0%						(1)	(1)	33%		0%									0%
Asian/Hawaiian/CPI				0%		0%								0%		0%									0%
Black/African Amer.				0%		0%								0%		0%									0%
Hispanic/Latino	(1)			0%		0%						(1)	(1)	33%		0%									0%
Other Protected Grp				0%		0%								0%		0%									0%
White		4	3	100%	1	100%						(4)	(2)	67%	(2)	100%	(2)								0%
Unknown Ethnicity				0%		0%								0%		0%									0%
Italian-American*	1	2	1	33%	1	100%						(1)	(1)	33%		0%									0%
Veterans				0%		0%								0%		0%									0%
Indiv. w/Disabilities				0%		0%								0%		0%									0%

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

*As of 2023, Italian American status is counted regardless of other ethnicity choices

EEO Category Summary
 Personnel Actions, 6/1/23 - 6/1/24
 Service Workers

(Select Group from Drop-Down List Above)

	Net Group Changes	NET HIRES		Hires by Type		Detail, Internal Hires by Type						NET EXITS		Exits by Type		Detail, Internal Exits by Type					Changes within Job Group (not counted in totals)			
		Addition #	External Hire	External Hire %	Internal Hire into Job Group	Internal Hire %	Hired from Part Time	Hired from Other College	Demoted into new Job Group	Advanced into new Job Group	Other Change	Returned to Faculty	Sub. #	Exit from CUNY	Exit from CUNY %	Exit from Job Group	Exit from Job Grp %	Left for Other CUNY College	Demoted out of Job Group	Advanced out of Job Group	Other Change	Returned to Faculty	Advancements within Job Group	Advancements %
Total	(11)	8	6	75%	2	2	-	-	2	-	-	(19)	(14)	74%	(5)	26%	(3)	-	(2)	-	-	1	-	-
Male	(6)	6	5	83%	1	1	-	-	1	-	-	(12)	(9)	64%	(3)	60%	(2)	-	(1)	-	-	1	100%	-
Female	(2)	2	1	17%	1	1	-	-	1	-	-	(4)	(2)	14%	(2)	40%	(1)	-	(1)	-	-	-	-	-
Other Gender	-	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	0%	-	-	-	-	-	-	-	-
Unknown Gender	(3)	-	-	0%	-	-	-	-	-	-	-	(3)	(3)	21%	-	0%	-	-	-	-	-	-	-	-
Fed. Protected Ethnicity	(11)	8	6	100%	2	2	-	-	2	-	-	(19)	(14)	100%	(5)	100%	(3)	-	(2)	-	-	1	100%	-
Asian/Hawaiian/CPI	-	1	1	17%	-	-	-	-	-	-	-	(1)	-	0%	(1)	20%	-	-	-	-	-	-	-	-
Black/African Amer.	(4)	3	3	50%	-	-	-	-	-	-	-	(7)	(7)	50%	-	0%	-	-	-	-	-	-	-	-
Hispanic/Latino	(7)	4	2	33%	2	2	-	-	2	-	-	(11)	(7)	50%	(4)	80%	(2)	-	(2)	-	-	1	100%	-
Other Protected Grp	-	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	0%	-	-	-	-	-	-	-	-
White	-	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	0%	-	-	-	-	-	-	-	-
Unknown Ethnicity	-	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	0%	-	-	-	-	-	-	-	-
Italian-American*	-	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	0%	-	-	-	-	-	-	-	-
Veterans	-	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	0%	-	-	-	-	-	-	-	-
Indiv. w/Disabilities	-	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	0%	-	-	-	-	-	-	-	-

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

*As of 2023, Italian American status is counted regardless of other ethnicity choices

Appendix F Recruiting Activity

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

The charts in this section provide detail on applicants, interviews, and offers by job group for posted searches.

The scope of this report includes searches officially concluded during the previous plan year (June 1, 2023 through May 31, 2024). This means that the search needed to have been "closed" in our systems during this period. To be "closed" indicates there has been an accepted offer, even if the employee had not started work by May 31.

The number of interviews and offers/hires listed is dependent on this detail being entered into the system. In some situations, this detail is maintained outside our system of record.

For each search, we omit duplicate applications from the same person. According to the federal Internet Applicant Rule, we also omit applicants who withdrew from consideration and applicants who were deemed to lack the minimum qualifications for the position to which they applied. We assume anyone who has been hired also belongs in the interview category and anyone who was interviewed is treated as having met the Internet Applicant Rule.

It is important to compare the ratios of interviews to applicants and hires to interviews among demographic groups. This is referred to as a "selection rate" and strong variations among groups may indicate areas for further investigation and oversight by the Chief Diversity Officer.

Campus Level

Summary - All Searches

Total: 101

	Records	Applicants	Appl%	Interviews	Selection Rate %	Offers	Selection Rate %	Hires	Selection Rate %
Total + Total Selection Rate	5,751	5,635	98%	482	8.6%	104	1.8%	100	1.8%
Male	2,543	2,503	44%	166	6.6%	32	1.3%	30	1.2%
Female	3,024	2,952	52%	304	10.3%	71	2.4%	69	2.3%
Other	5	5	0%	-	0.0%	-	0.0%	-	0.0%
Unknown	179	174	3%	12	6.9%	1	0.6%	1	0.6%
Total Not Female	2,727	2,682	48%	178	6.6%	33	1.2%	31	1.2%
Total Minorities	4,354	4,255	76%	356	8.4%	84	2.0%	80	1.9%
Asian	918	908	16%	70	7.7%	13	1.4%	13	1.4%
Black	1,411	1,382	25%	105	7.6%	24	1.7%	21	1.5%
Hispanic	1,871	1,813	32%	168	9.3%	44	2.4%	43	2.4%
Other inc 2 or more	154	152	3%	13	8.6%	3	2.0%	3	2.0%
Italian-American	144	144	3%	11	7.6%	3	2.1%	3	2.1%
White	987	974	17%	106	10.9%	15	1.5%	15	1.5%
Unknown Ethnicity	302	297	5%	11	3.7%	2	0.7%	2	0.7%
White+Unknown	1,289	1,271	23%	117	9.2%	17	1.3%	17	1.3%
Veterans	82	80	1%	6	7.5%	2	2.5%	2	2.5%
Indiv. w Disabilities	499	484	9%	58	12.0%	13	2.7%	13	2.7%

	Least Selected: Male+Oth Ttl Minorities	Adverse OK Sel	Least Selected: Male+Oth White+Unk	Adverse Adverse	Least Selected: Male+Oth White+Unk	Adverse Adverse
Percent Female	52%	63.1%	68.3%	69.0%		
Percent Total Minorities	76%	73.9%	80.8%	80.0%		
Percentage Veterans	1%	1.2%	1.9%	2.0%		
Percentage w Disabil.	9%	12.0%	12.5%	13.0%		

Appendix G 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 to set placement goals.

Lehman College

The federal guideline for representation is 7% for each job group.

Total Individual(s) with Disabilities: 97

Percent of total reported employees: 4.2%

Category:	Executive/Administrative/Managerial	Total Staff	Indiv. with Disabilities	Rate
	Admin 1: Executive	26	1	3.8%
	Admin 2: Managerial	133	8	6.0%
	Admin 2: Managerial Adjunct	161	3	1.9%
	Managerial: Facilities	4	0	0.0%
	Managerial: Info Tech	2	0	0.0%
	Managerial: Security	6	1	16.7%
Category:	Professional Faculty	Total Staff	Indiv. with Disabilities	Rate
	Faculty: Professoriate	280	18	6.4%
	Faculty: Librarian	12	1	8.3%
	Faculty: Lecturer	105	5	4.8%
	Faculty: Lecturer Adjunct	476	18	3.8%
	Faculty: Professoriate Adjunct	251	10	4.0%
	Faculty: Continuing Education	88	1	1.1%
Category:	Professional Non-Faculty	Total Staff	Indiv. with Disabilities	Rate
	Accountant: Professional	2	0	0.0%
	Admin 3: Professional	155	12	7.7%
	Admin 5: Engineer-Architect	1	0	0.0%
	Disability Accommodation Specl Adjunct	1	0	0.0%
	Info Tech: Professional	39	1	2.6%
	Info Tech: Professional Adjunct	1	0	0.0%
Category:	Administrative Support Workers	Total Staff	Indiv. with Disabilities	Rate
	Accountant: Assistant	3	0	0.0%
	Administrative Assistant	11	3	27.3%
	Office Assistant	57	4	7.0%
	Office Assistant Adjunct	342	6	1.8%
	Mail Services Worker	2	0	0.0%
Category:	Technicians	Total Staff	Indiv. with Disabilities	Rate
	Admin 4: College Lab Technician	25	1	4.0%
	Admin 4: College Lab Technician Adjunct	21	0	0.0%
	Broadcast-Media Adjunct	1	0	0.0%
	Info Tech: Technician	1	0	0.0%
	Info Tech: Technician Adjunct	6	1	16.7%
	Print Media Technician	1	0	0.0%
	Print Media Technician Adjunct	1	0	0.0%
Category:	Craft Workers	Total Staff	Indiv. with Disabilities	Rate
	Skilled Trades: Supervisory	2	0	0.0%
	Skilled Trades: Not Supervisory	31	0	0.0%
	Laborers and Helpers	7	1	14.3%
	Basic Crafts-Buildings and Grounds	5	0	0.0%
Category:	Service Workers	Total Staff	Indiv. with Disabilities	Rate
	Campus Public Safety Sergeant	10	1	10.0%

Lehman College

Category: **Service Workers**

	Total Staff	Indiv. with Disabilities	Rate
Campus Peace Officer	7	0	0.0%
Campus Security Assistant	8	0	0.0%
Custodial: Supervisory	4	0	0.0%
Custodial: Assistant	47	1	2.1%