



Date: September 25, 2024

To: College Faculty and Staff

From: President Fernando Delgado

Re: Commitment to Diversity, Equal Opportunity, and Affirmative Action in Employment

The City University of New York (CUNY) and Lehman College have a long-standing commitment to diversity and equal opportunity in all aspects of employment. Senior management fully supports policies and practices to foster non-discrimination, affirmative action, and diversity and inclusion, in the workplace and our community overall. CUNY is enriched by the strengths of the people and perspectives in our institution. Accordingly, I continue to be committed to our compliance with the CUNY Policies and Procedures on Equal Opportunity, Non-Discrimination, and on Sexual Misconduct.

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

Further, CUNY does not tolerate acts of hate or bigotry of any kind. This includes discrimination or harassment based on national origin or heritage – including shared Jewish, Israeli, Palestinian, Arab, Muslim or South Asian ancestry – and/or the association with these national origins and ancestries. The University will promptly take all necessary and appropriate actions to address any such discrimination and remedy its effects. We encourage students and employees who believe they have been subjected to such discrimination, or who have information about an incident or situation, to report it to the

University. Anyone who believes they have been a victim of harassment, discrimination or retaliation should use the [University-wide Discrimination and Retaliation Reporting Portal](#).

CUNY desires to expand its inclusivity and accessibility to both students and employees with disabilities. As per Governor Hochul's [Executive Order 31](#), CUNY is developing a Strategic Plan to enhance recruitment, advancement, and support of individuals with disabilities. Any CUNY employee requiring one or more accommodations to perform their job duties should contact Human Resources as per our policy on Reasonable Accommodations and Academic Adjustments.

I invite you to visit the CUNY website to view the [Non-Discrimination Policy](#) in its entirety as well as the policies on [Reasonable Accommodations and Academic Adjustments](#) and [Reporting of Alleged Misconduct](#).

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

Judith Massis-Sanchez

Interim Title IX Coordinator/EEO Investigator

(718) 960-8426 or JUDITH.MASSISSANCHEZ@lehman.cuny.edu

Denny Santos

Director of Compliance and Operations

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

CUNY's executives and administrators are responsible for maintaining a work environment free from discrimination and harassment, and for promoting diversity and inclusion in their units. Maritza Rivera is the responsible official charged with assuring Equal Employment Opportunity compliance. I encourage all managers to contact them to discuss diversity and inclusion strategies that would advance unit goals. Additionally, any individual who believes they have experienced employment discrimination should contact Maritza Rivera at 718-960-8111 or Maritza.Rivera@lehman.cuny.edu. They may also utilize the [CUNY University-Wide Discrimination and Retaliation Reporting Portal](#) on the CUNY website.

For specific Religious Accommodation requests, know that Lehman College is committed to fostering an inclusive environment that respects the diverse religious practices of our students and staff. If you require a religious accommodation, it's important to be aware of the College's process for submitting such requests. By raising awareness of these policies, we empower our community to practice their faith comfortably and without hindrance.

For any questions or concerns about religious accommodation requests, please contact Eric Washington, Director of Human Resources, at (718) 960-8181 or via email at Eric.Washington@lehman.cuny.edu.

Regarding **Bias-Related Incidents and Hate Crimes**, Lehman College is dedicated to ensuring the safety and inclusivity of all students and members of our campus community. To effectively handle incidents of bias-related crimes and prevent future occurrences, we strongly encourage victims or witnesses of hate crimes to immediately report these incidents to the [Office of Public Safety](#). Reports can be made by calling (718) 960-8593, visiting the Office in the Apex, Room 109, or by submitting a report through [Lehman's Internal Complaint Reporting System](#).

This is also now a good time to complete the two **Required Trainings for All Employees** for the academic year, both trainings can be accessed via Blackboard in the My Organizations section.

1. The **Employee Sexual Misconduct Prevention and Response Course (eSPARC)**

2. The **Workplace Violence Prevention Program**

New York State law and University policy require all full-time and part-time employees to complete these programs annually. Each training takes approximately 30 minutes to complete, and once finished, you can claim your certificates. By completing these courses, you will gain a clear understanding of your rights and available resources, and how you can contribute to a safe, supportive work and learning environment.

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

Sincerely,

A handwritten signature in black ink, appearing to be 'J. A. ...', written over a horizontal line.

President
Lehman College
The City University of New York