

2022 – 2023 AFFIRMATIVE ACTION REPORT 2023-2024 AFFIRMATIVE ACTION PLANS

GRADUATE SCHOOL OF PUBLIC HEALTH AND HEALTH POLICY

Addendum: Covering Italian Americans, as per the designation of Italian Americans as a protected group at CUNY

This report does not repeat content included in the Federal Affirmative Action Report 2022-2023 and Affirmative Action Plan 2023-2024.

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This plan is available for review at:

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PART ONE: INTRODUCTION AND BACKGROUND

This report is an annual update on CUNY's employment and advancement of Italian Americans. CUNY's Chancellor designated Italian Americans as a protected group in 1976. CUNY began tracking the experience of Italian American employees nearly thirty years ago as a result of a number of legal settlements.

The Graduate School of Public Health and Health Policy (School of Public Health) is one of the multiple affirmative action establishments at the City University of New York (CUNY). CUNY's business rules for reporting data on Italian Americans mirror those developed for compliance with Affirmative Action regulations of the federal government. To encourage clarity, this report will not repeat content in the federal Affirmative Action Plan and serves as an addendum, highlighting data on Italian Americans.

This document reflects the following timeframes:

The employee census date is June 1, 2023.

The reporting year is June 1, 2022 – May 31, 2023 (Affirmative Action Report 2022-2023)

The program year is September 1, 2023 – August 31, 2024 (Affirmative Action Plan).

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

Overview of the College

Please refer to the federal Affirmative Action Report 2022-2023 Plan for an overview of the college.

Policies

CUNY posts its policies on non-discrimination, sexual misconduct, and affirmative action on its website. **Appendix C** of the federal Affirmative Action Plan provides the text of these policies.

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

<https://sph.cuny.edu/about/equity-diversity-inclusion-policy-compliance/>

CUNY periodically reaffirms its commitment to Equal Employment Opportunity, through publishing its policy in several locations and including the policy on job postings. As noted in the federal Affirmative Action Plan, the college issues an annual Reaffirmation letter, which references CUNY's policy related to Italian Americans.

Responsibilities

The entire community participates in promoting diversity and inclusion. We have assigned certain specific responsibilities, as detailed in the federal Affirmative Action Plan. The following additional information is relevant to this Plan:

Italian American Faculty and Staff Council

The college participates in the University's Italian American Faculty and Staff Advisory Council.

- The current representative is Dr. Meredith Manze, Associate Professor & Doctoral Program Director, Community Health and Social Sciences.

University Management

In 2022-2023, CUNY participated in an Expert Panel Review to evaluate the methods by which CUNY collects and reports information related to Italian American employees, including the methods by which we conduct self-identification and calculate Labor Market Availability. CUNY's Office of Recruitment and Diversity (ORD) is engaged with members of CUNY's Calandra Institute to identify

ways to promote the inclusion of Italian Americans. As of the Census Date, the project is on-going.

PART TWO: DATA AND ANALYSIS

Collecting Employee Data

On July 11, 2022 we extracted data on full-time employees active as of June 1, 2022 from CUNY's system of record, CUNYfirst. We include personnel on most paid leaves, including medical leave and fellowship/ sabbatical leave. We do not include personnel on terminal leaves such as retirement leave, student workers (including Graduate Assistants) or persons 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 invite job applicants to self-identify on the job application portal to show diversity in applicant pools and to focus on diversity in recruitment efforts.

Self-Identification Categories

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

- Total Minorities (all groups other than White, reported as a single category)
- Asian (consolidates Asian, Hawaiian, and Other Pacific Islander)
- Black/African American
- Hispanic/Latino
- Italian American
- White (not a protected group)

We record a person identifying as both Hispanic/Latino and another group as Hispanic/Latino, and not as Two or More Races. American Indian/Alaska Native and Two or More Races are included under Total Minorities but not separately reported.

Consistent with long-standing agreements, we ask employees to self-identify Italian American status. We invite employees to optionally provide data on their ancestries from a list of approximately sixty categories.

If an employee identifies as Italian American in additional to a federally-protected race/ethnicity, the employee is counted as both Italian American and in the federally-protected group. Since the groups are not exclusive, the end result is that some employees are counted twice in the underutilization reports.

Of the **225** full-and part-time employees, **5** employees did not identify a gender and **3** employees did not identify a valid race/ethnicity category. Anyone who did not specify a gender and/or race/ethnicity is included in the Workforce Analysis but not assigned to a protected group. **30** employees did not identify a veteran status and **48** did not identify a disability status.

- 2 employees identified as Italian American.

As best practice, the Office of Human Resources reviews employee data on an on-going basis to ensure that all employees have self-identified their gender, race/ethnicity, disability, and veteran status.

- The Office of Human Resources will continue to prioritize and audit Disability and Military status to ensure accuracy of data.
- The Office of Human Resources plans to run periodic Self-ID campaigns to provide employees with the opportunity to update their self-identification selections.

The federal government is preparing new standards for self-identification which are likely 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)
- Transaction Analysis (Reviews of Personnel Actions and Recruitment)

We rely on methods provided by the US Department of Labor’s Office of Contract Compliance Programs (OFCCP), in particular, the *Educational Institutions Technical Assistance Guide (2019)*. Further details are provided throughout this report.

Employees who indicate Italian American ancestry are counted in this Plan regardless of other racial or ethnic identification, similarly to counting gender separately from race and ethnicity.

Workforce Analysis

Workforce Analysis can be viewed as a “locational” review, presenting employees by the division and department to which they report. We review the data organized by job title in order of rank or salary grade.

Due to length, Workforce Analysis charts are not included here.

Table 1: Workforce by Job Group

Table 2: Tenure Status

COMPARISON OF WORKFORCE SUMMARY DATA (2022:2023)

The comparison below addresses the change in the **full-time** workforce from the prior reporting year ending May 31, 2022, and as of June 1, 2023.

The total full-time workforce at the School increased from 124 to 129, adding 5 employees. Female representation increased by 2 (82:84) and total minority increased from 67 to 71. 2 full-time employees identify as Italian American.

In the following Job Groups:

Executive/Administrative/Managerial: The total number of employees in this job group increased by 2 from 35 to 37. The number of females increased from 27 to 30. Total minority increased by 1 (20:21).

Professional Faculty: The total number of employees in the professoriate decreased by 2 (46:44). The total number of employees in the Lecturer rank remained at 4. The total number of females is 27, showing a decrease of 2 female employees and the total number of minorities also decreased by 2. 1 individual identifies as Italian American.

Professional Non-Faculty: The total number of employees increased from 25 to 32, also showing an increase of 1 female (20: 21) and an increase of 6 minorities (19: 25). 1 individual in the Admin 3: Professional job group identifies as Italian American.

Administrative Support Workers: There is 1 minority female employee in this job group.

Technicians: There is 1 minority female in this job group.

Service Workers: There are a total of 10 employees in this job group, which includes 5 females. All employees are minorities.

Part-time Workforce:

Part-time employees are included in the 2022-23 Workforce Summary for the first time. Comparative analysis year to year will be included in future annual reports.

Of the total 96 part-time employees:

- 20 are Non-teaching Adjunct employees (including multiple position for full-time faculty and staff). They are identified as Managerial Adjuncts in Table 1.
- 30 employees are in the College Assistant title. They are identified as Office Assistant Adjuncts in Table 1.
- 42 are Adjunct Faculty, which include *multiple position as an adjunct* for full-time faculty.
 - Of the 20 non-teaching adjunct positions, 14 are females and 6 are minorities.
 - Of the 30 employees in the College Assistant titles, 24 are females and 8 are minorities.
 - Of the 42 adjunct faculty positions, 27 are female and 14 are minorities.

1 Individual in the Service Workers job group identifies as an Italian American

Note: Gender and racial identity for faculty and staff who have a multiple position as a non-teaching adjunct/teaching adjunct correspond to their gender and racial identity as full-time faculty and staff.

The School will continue to make all good faith efforts to recruit and hire diverse full-time and part-time candidates for vacancies, as they become available.

Summary of Faculty by Tenure Status

The School has 48 full-time faculty.

Of the Professoriate Faculty:

- The School has 3 Distinguished Professors, of whom 1 is a minority female.
- The School has 10 Professors, 8 of whom are tenured.
 - Of the 10 professors, 5 are female and 3 are minorities.
 - Of the 8 tenured professors, 5 are female and 2 are minorities.
 - Of the 2 tenure-track professors, 1 is a minority.
- The School has 21 Associate Professors, 15 of whom are tenured
 - Of the 21 Associate Professors, 14 are female, and 5 are minorities.
 - Of the 15 tenured Associate Professors, 10 are female and 2 are minorities
 - Of the 6 tenure-track Associate Professors, 4 are female and 3 are minorities.
- The School has 7 Assistant Professors, of whom 2 are tenured.
 - Of the 7 Assistant Professors, 3 are female and 2 are minorities
 - Of the 2 tenured Assistant Professors, 1 is female.
 - Of the 5 tenure-track Assistant Professor, 2 are female and 2 are minorities.

The School has 3 employees in the Research Faculty–Assistant Professor rank and 1 employee in the Research Faculty-Associate Professor rank. All three are females. The 2 individuals in the Research Faculty-Assistant Professor title are minorities. 1 individual in the Research Faculty-Associate Professor rank identifies as an Italian American.

Other titles in faculty rank include 4 individuals as follows:

- 2 Distinguished Lecturers, 1 of whom is a female.
- 2 Clinical Professors.

Job Group Analysis

At present, data on Italian American faculty is analyzed at the job-group level, and there is no information collected related to academic discipline as there is with faculty analyzed for the federal plan.

The Utilization Analysis (see next section) provides details about job groups.

Utilization Analysis

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

Labor Market Source Data

Labor Market Availability is an estimate used to benchmark staffing of persons in protected groups, by job group. It represents the proportion of each group available for employment in the labor market from which CUNY recruits. This information is based upon an external labor market in a reasonable geographic area, and an internal labor market of CUNY personnel eligible to be hired or advanced into certain jobs.

- For external candidates, we utilized the US Census American Community Survey (ACS), 5-year estimate, 2017-2021 (final), extracted from University of Minnesota's Integrated Public User

Microdata Sample (iPUMS). Data is extracted based on a combination of geography, labor force participation, occupation, and educational attainment, depending on job group.

- For internal candidates, we utilized lists of CUNY-wide appointments over the 2017-2022 time period and consulted with CUNY’s Director of Civil Service Operations. Internal demographics are based on the last plan’s census date (June 1, 2022).

To identify Italian American ancestry, we utilize the “Ancestry 1” and “Ancestry 2” fields from the American Community Survey. Prior to 2023, CUNY utilized a formula in which it counted the first ancestry identified at 100% and the second ancestry identified at 50%. As of 2023, we are counting any identification of Italian American ancestry at 100%.

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

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

Table 3: Summary of Underutilization and Goals

Utilization, Underutilization, and Placement Goals

Utilization Analysis for Staff Job Groups

Category: Executive/Administrative/Managerial

Admin 1: Executive: There is an underutilization of 1 Italian American.

Admin 2: Managerial: There is an underutilization of 3 Italian Americans.

Category: Professional Non-Faculty

Admin 3: Professional: There is one (1) underutilization for Asian and 2 Italian Americans.

Info Tech: Professional: There is one (1) female underutilization and 1 under-utilization for Asia and 1 underutilization of Italian American.

- In 2022, the under-utilization for the total of 5 employees showed 1 total minority and 1 Black/African American.
- The number of employees increased to 8 in 2023, and while the School corrected the underutilization for the under-utilization of 1 total minority and 1 Black/African American from 2022, the Labor Market availability now shows (1) female underutilization and 1 under-utilization for Asian.

Category: Service Workers

Though the number of employees in the job group Campus Peace Officer remains at 5 and in 2022, there was no under-utilization, in 2023, there is an under-utilization of 1 Asian based on the Labor Market availability.

Faculty Professoriate:

There is an underutilization of 2 Italian Americans in this job group.

Part-time employees:

Category: Executive/Administrative/Managerial

Admin 2: Managerial Adjunct: There is an under-utilization of 4 Total Minorities, 2 Asians and 2 Hispanic/Latinos. There is an underutilization of 2 Italian Americans in this job group.

- This group represents part time employees with qualifications and job duties closest to those in the HEO series (Non-Teaching Adjuncts Levels I-V)

Category: Administrative Support Workers

Office Assistant Adjunct: There is an underutilization of 7 Total Minorities, and 5 Hispanic/Latinos. There is an underutilization of 5 Italian Americans in this job group.

- This group represents the College Assistant title.

Overall, the utilization analysis shows positive utilization numbers. The School will endeavor to address specific under-utilization when there are hiring opportunities.

Utilization Analysis for Full-time and Adjunct Faculty by Program (Appendix D)

Epidemiology and Biostatistics

There are 10 full-time faculty in the Professoriate titles, showing an under-utilization of 1 total minority.

Of the total 14 adjunct faculty

- Adjunct Lecturer shows an underutilization of 1 Black/African American.
- Adjunct Professoriate does not show any underutilization.

Community Health and Social Sciences & Environmental, Occupational and Geospatial Health Sciences

There are 19 full-time faculty in the Professoriate titles, showing an under-utilization of 1 Asian.

- Adjunct Lecturer shows an underutilization of 3 Total Minorities, 1 Asian, 1 Black/African American, and 1 Hispanic/Latino.
- Adjunct Professoriate shows an underutilization of 2 females, and 1 Asian.

Center for Systems and Community Design; CUNY Institute for Implementation Science in Population Health & Health Policy and Management

There are 15 full-time faculty in the Professoriate titles. There is an under-utilization of 1 Hispanic/Latino.

- Adjunct Lecturer shows an under-utilization of 3 total minorities, 1 Asian, 1 Black/African American and 1 Hispanic/Latino.

In the Faculty-Lecturer Adjunct job group, we note 2 underutilizations for Italian Americans.

In the Faculty-Professoriate job group, we note 2 underutilizations for Italian Americans.

We note that full-time faculty recruitment and hiring is subject to affirmative action guidelines and formal search protocols established by the University to ensure a fair and equitable process.

Recruitment and hiring of adjunct faculty is not formally structured, and often based on projected enrollment in the upcoming semester. The School will address diversity in adjunct faculty as an on-going effort to create classrooms and instruction which reflect the diversity of its student bod

Transaction-Based Analyses

Personnel Activity

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

Summary of Personnel Activity:

Full-time Hires:

The School recorded **15** new hires, of whom **12** were external hires and **3** were hired from another CUNY college. Included are the three (**3**) search waivers approved for hire.

Of the 15 hires, 8 were females and 10 were minorities. 2 identified as Individuals with Disabilities. 1 hire identifies as Italian American.

Movement/Advancement in title:

6 individuals were recorded with advancements in title. 5 were females and 4 were minorities. 3 of these individuals were female faculty, of whom 2 were minorities.

2 employees in the Civil Service Titles were recorded with movement in title, both minorities and one of whom is female.

2 lateral changes within the job group were recorded – one to show correction in contract title and one moved from a Research Faculty position to a tenure-track position in the same title. Both are female.

Separations:

10 separations (resignations) were recorded. Of the 10 who left CUNY (SPH), 6 were female, and 6 were minorities.

Separation also records 3 movements:

1 minority female who moved back to an underlying title; and

2 individuals who moved to a higher title, 1 of whom is female, and both are minorities.

Table 4: Tenure Summary

Faculty Group	Total Tenure Awards	Tenure Awards to Females	Tenure Awards to Federally-Protected Ethnicities	Tenure Awards to Italian Americans	Tenure Awards Denied
Professors	0	0	0	0	0
Associate Professors	1	1	0	0	0
Assistant Professors	2	2	1	0	0
Lecturers	0	0	0	0	0

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

3 faculty received tenure. **2** female Assistant Professors received tenure with promotion to Associate Professor titles, one of whom is a minority.

Additionally, **3** faculty continued in the rank of Distinguished Professor, an award of merit recognizing extraordinary academic achievement. One Distinguished Professor is a minority female.

Recruiting Activity

Appendix F summarizes recruiting and selection by job group for searches concluded with a job offer between June 1, 2022 and May 31, 2023.

Summary of Recruiting Activity:

A total of **21** searches were concluded. **4** of the searches failed due to lack of qualified applicants and/or candidates who declined the job offers.

1,778 applicants applied for the positions, with 91 selected for interviews and 17 hired.

- Of the 1,778 applicants, 845 identified as female, with 1,405 identified as minorities. 38 identified as Veterans and 123 identified as Individuals with Disabilities. 21 identified as Italian Americans.
- Of the 91 selected for interview, 47 were females and 3 identified as Unknown. 76 identified as minorities. 1 interviewee identified as a Veteran and 9 identified themselves as Individuals with Disabilities. 3 Italian Americans were selected for interviews.

17 candidates were hired.

- Of the 17 hires, 12 were female and 11 were minorities, 1 identified as a Veteran and 4

identified as Individuals with Disabilities. 1 Italian American was hired.

Table 5: Search Waivers/Exceptions

Employee Group	Total Waivers	Waivers to Females	Waivers to Federally-Protected Ethnicities	Waivers to Italian Americans
Executives (Admin 1 Job Group)	0	0	0	0
Higher Education Officer Series (Admin 2 and Admin 3 Job Groups)	0	0	0	0
Faculty (Professorial and Lecturer Group Groups)	3	2	1	0
Other (Describe)	0	0	0	0

Over the course of the year, the college made **3** exceptions to the search process, known as a search waiver. The waiver process involves a review by the Chief Diversity Officer, and a second review at CUNY's System Office. A waiver may be granted in situations where it is highly unlikely that we could fill the position competitively (such as unique qualification requirements). We also grant waivers for positions representing a transfer of funding sources.

SPH requested **3** search waivers.

2 were approved for female candidates, with 1 (one) waiver for an appointment in a non-tenure track Research Faculty-Assistant Professor title, and 1 (one) waiver for a move from a non-tenure track Research Faculty-Associate Professor title to a tenure-track Associate Professor title.

Another search waiver was approved to appoint a professor who is a world-renowned authority on infectious diseases to lead and develop the Global Health and Policy discipline at SPH.

Civil Service Hiring

We participated in one (1) university-wide hiring pool for Classified Civil Service vacancies. Applicants who are pre-qualified based on an examination score indicate their interest in working at one or more units, and each establishment interviews and hires according to Civil Service regulations. We report applicants expressing an interest in our unit at the hiring pools. CUNY's Office of Human Resources Management administers and validates Civil Service examinations and maintains records of applicants and exam scores.

We hired 1 (one) employee as an IT Support Assistant from the Civil Service List.

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.

2022-2023 Prior Year Programs

Last year, we undertook the following to support affirmative action and create a climate of inclusion for the campus community, including Italian Americans:

Table 6: Summary of Campus Programs, 2022-2023

The alphabetical list of events are as follows:

- Back to School Safety: Messaging Support for Youth-serving Organizations
- Book Talk: "Junk Food Politics: How Beverage and Fast-Food Industries Are Reshaping Emerging Economies" by Dr. Eduardo J. Gómez
- Boosting Our Communities for a Healthy Holiday Season
- Career Corner: "Tell Me About Yourself"
- Career Corner: Conflict Resolution
- Career Skills Workshop: Emotional Intelligence and Conflict Management
- Career Wellness: Managing Internship and Job Search Stress
- Conflict Resolution in the Workplace with Saquib Rahim
- Crisis Communication in the age of social media: Lessons from SARS, Influenza, Ebola & COVID-19
- CUNY SPH Health & Wellness Week | What to Expect when Connecting to Counseling Services at CUNY SPH
- CUNY SPH Health and Wellness Week | NYCDOH Sexual Health Clinics: What You Need to Know
- CUNY SPH student only town hall on invisible disabilities
- CUNY SPH student panel on living and working with an invisible disability
- CUNY Urban Food Policy Forum: Book Talk: "White Burgers, Black Cash: Fast Food from Black Exclusion to Exploitation" by Dr. Naa Oyo A. Kwate
- CUNY Urban Food Policy Forum: Combining Scholarship and Activism: An Intergenerational Exchange
- CUNY Urban Food Policy Forum: Targeting Ultra-Processed Food to Improve Nutritional Health: The Value and Limits of a Framing
- CUNY Urban Food Policy Forum: Turning ideas into action after the White House Conference on Hunger, Nutrition, and Health
- Faith Based Conversations
- Film Screening | Suppressed and Sabotaged: The Fight to Vote
- First-Generation Students Support Group
- Grand Rounds with Dr. Anna Khan – The truth is out there: How to effectively communicate and promote resilience to misinformation
- Grand Rounds with Dr. Earle C. Chambers
- Grand Rounds with Dr. Jasmin Lilian Diab
- Grand Rounds with Dr. Robert O. Wright
- Healthy Boundary Setting Webinar
- Healthy Boundary Setting Webinar
- Healthy CUNY Virtual Forum: Ending Housing Instability and Homelessness Among CUNY Students – What Will it Take?
- Healthy CUNY Virtual Forum: New Directions for Sexual and Reproductive Health at CUNY
- Higher Learning – "Where's the Money for Cannabis?"

- How the Middle Moves: Critical Dynamics in Black and Latino Parents’ Perceptions of Childhood COVID-19 Vaccination
- Interdisciplinary approaches to address cardiovascular health disparities
- Intro to Mindful Meditation
- Join the CUNY SPH Anti-racist Teaching Collab: Reducing Systemic Racism in NYC
- LGBTQIA+ Student Support Group
- Making CUNY A Place to Educate and Organize New York City Food Workers: A Call to Action
- Meet HEAC: The Health Equity and Access to Care Project
- Mental Health Awareness Month: “Resources for Resilience”
- Migrant health in big cities: Can past health crises inform the future?
- Monkeypox: How Communications Can Prevent Misinformation and Stigma
- National Stress Awareness Day
- National Stress Awareness Day – Stress Reduction “Toolbox” Workshop
- Police perceptions, mental health, and substance use among Harlem residents
- Pregnancy and Immunity: Understanding the Role of Vaccination
- Protecting our Youngest: Covid-19 Vaccination for Children 6 Months and Older
- Stay Well/Come Back Gathering
- Strengthening Maternal Mental Health in Special Populations: Implementation Challenges and Opportunities
- The Anti-Racist Teaching Collaborative Presents:
 - Antiracist Teaching Collab Special Workshop: Implementing Trauma-Informed Teaching
 - Syllabus Design for a Thriving Learning Community: A Syllabus Workshop
- The State of Mental Health in Harlem: A Review of Harlem Strong’s Needs Assessment Findings
- Transforming the “phase” of diversity, equity, and inclusion
- Using Public Food Procurement to Advance Racial Equity
- Virtual Public Health Entrepreneurship Seminar Series
- Visualizing School Meal Participation in New York City
- Welcome to Harlem Strong

2023-2024 Planned Programs

In this section, we affirm placement goals and key initiatives specific to Italian Americans:

Table 7: 2023-2024 Planned Programs

Program	Expected Impact/Job Group
Opportunities for open discussion on EDI topics	Students, faculty, and staff
EDI-focused learning programs / professional development programs	Students, faculty, and staff
Various events sponsored and hosted by academic and administrative units of the School, the Student Association and student clubs	Students, faculty, and staff
Continue enhancing EDI lens in pedagogy and instruction	Students and faculty
Optimizing recruitment processes to better serve the School	Faculty and staff
Launching the core action areas in the Strategic Plan	Students, faculty, and staff

Ongoing Activities

The Chief Diversity Officer oversees all recruitment processes, including providing orientation and training search committees on fair and equitable search practices.

During the period June 1, 2022, through May 31, 2023, the CDO met with **10** search committees to provide orientation and training with a focus on implicit bias and non-discrimination in the search process, and diversity focus in hiring.

Search committee members who served on multiple searches and had attended an orientation /training session within 6 months of serving on another search committee were excused. Also, orientation meetings were not held for search committees that were serving again for a failed or cancelled search.

The University Office of Human Resources provides extensive support for recruitment and hiring through the following actions:

- List job vacancies with State Workforce Agencies and Veterans' centers
- Maintain consolidated advertising programs, including job boards serving Veterans, Individuals with Disabilities, women, and protected minorities
- Maintain social media accounts for recruitment and employment branding
- Advertise and administer Civil Service examinations
- Distribute training materials on effective recruiting and selection
- Provide training and updates to Chief Diversity Officers.

Recruitment policies support diverse applicant pools through:

- Required posting of open positions and of Civil Service Notices of Exam; typical faculty vacancies are posted for 30-60 days, and administrative vacancies are posted for 14-30 days
- Collecting applications in a single system where pre-established screening practices may be applied
- Inviting candidates to self-identify race/ethnicity, gender, veteran status, and disability status when applying; data is kept confidentially and used to analyze applicant pools
- For many positions, a diverse Search Committee evaluates candidates according to consistent, job-related criteria.

The CDO and HR have established a documented workflow for managing recruitment, search and hiring processes. This workflow provides clearly documented applicant and interview reviews and therefore, transparency of the School's commitment to diversity and fair and equitable recruitment and hiring.

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

CUNY has a mandatory on-line training program for faculty and staff on sexual harassment prevention and workplace violence prevention. CUNY SPH regularly reviews training records and follow-ups with non-participants to increase compliance.

Internal Audit and Reporting

Chief Diversity Officers have responsibility for communicating elements of the Plan and reviewing

progress. In addition, the Chief Diversity Officer posts and distributes notices of policies, new/revised regulations, and similar compliance information, and makes this plan available for public inspection.

The CDO integrates compliance information into information and awareness and training programs for faculty, staff, and students.

CUNY recently implemented an on-line discrimination complaint tracking and reporting system. The CDO is responsible for maintaining currency of information in the system.

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

- Monitoring personnel actions, including new hires, transfers, promotions, and terminations
- Monitoring employee self-identification programs
- Reviewing recruiting outreach and advertising
- Monitoring complaints/incident reports for underlying trends
- 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.

The School maintains employment records in the CUNYfirst system used to provide the data underlying Affirmative Action Plans. Through the Plan Year, the Chief Diversity Officer, in collaboration with the Office of Human Resources, schedules regular audits of employee records in CUNYfirst to ensure data integrity and quality. The Chief Diversity Officer works with Human Resources staff to ensure employment records, including records in CUNY's HR Information System, are complete, accurate, and up to date.

The University reports statistics and diversity metrics to the University community and the CUNY Board of Trustees. CUNY also answers to the CUNY Board of Trustees, particularly its Subcommittee on Diversity, Inclusion and MWBE.

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.

APPENDICES

- D. Utilization Analysis (Italian American Plan)
- E. Summary of Personnel Activities (Italian American Plan)
- F. Summary of Recruitment Activities (Italian American Plan)

Appendices for the 2023-2024 Affirmative Action Plan

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.

Underutilization occurs where the utilization of a protected group is less than 80% of Labor Market Availability. We calculate a number approximating the number of full-time employees that would be needed to make utilization equal to the labor market.

Details of internal and external factors in estimating the labor market are provided.

Underutilization numbers for females and total minorities represent placement goals when there are opportunities for hiring/advancement.

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

Category: Executive/Administrative/Managerial

Job Group: Admin 1: Executive

Description: Executive Compensation Plan (Other Than Chief Executive)

Appointments: 10

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) and either First or Second Ancestry of 051 (Italian) or 068 (Sicilian).
- 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

- 04320 Ascc Dean
- 04723 Asst Administrator
- 04722 Asst Dean
- 04333 Prof School Assoc Admin
- 04128 Prof School Assoc Dean
- 04332 Prof School Asst Admin
- 04127 Prof School Asst Dean
- 04129 Prof School Sr Assoc Dean

Utilization Report						
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino	Italian American
Number of Employees	9	3	1	1	1	0
Underutilized (Y = Yes)						Y
Number Underutilized						1
Actual Utilization	90.0%	30.0%	10.0%	10.0%	10.0%	0.0%
Labor Market Availability	45.6%	29.6%	10.0%	8.9%	8.8%	7.6%

Category: Executive/Administrative/Managerial

Job Group: Admin 2: Managerial

Description: HE Officer series administrators-senior level

Appointments: 25

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) and either First or Second Ancestry of 051 (Italian) or 068 (Sicilian)
- 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	Italian American
Number of Employees	20	16	3	8	5	0
Underutilized (Y = Yes)						Y
Number Underutilized						3
Actual Utilization	80.0%	64.0%	12.0%	32.0%	20.0%	0.0%
Labor Market Availability	57.7%	51.7%	14.2%	17.4%	17.8%	11.2%

Category: Executive/Administrative/Managerial

Job Group: Admin 2: Managerial Adjunct

Description: Adjunct HE Officer series administrators (all levels)

Appointments: 20

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
- 04688 Non-Teaching Adjunct 2
- 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	Italian American
Number of Employees	14	6	1	3	2	0
Underutilized (Y = Yes)		Y	Y		Y	Y
Number Underutilized		4	2		2	2
Actual Utilization	70.0%	30.0%	5.0%	15.0%	10.0%	0.0%
Labor Market Availability	57.7%	51.7%	14.2%	17.4%	17.8%	11.2%

Category: Professional Non-Faculty

Job Group: Admin 3: Professional

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

Appointments: 24

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) and either First or Second Ancestry of 051 (Italian) or 068 (Sicilian).
- 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

Utilization Report						
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino	Italian American
Number of Employees	19	19	3	6	9	1
Underutilized (Y = Yes)			Y			Y
Number Underutilized			1			2
Actual Utilization	79.2%	79.2%	12.5%	25.0%	37.5%	4.2%
Labor Market Availability	59.3%	39.5%	16.5%	9.6%	10.4%	13.5%

School of Public Health

Category: Professional Non-Faculty

Job Group: Info Tech: Professional

Description: Information Technology-Professionals

Appointments: 8

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) and either First or Second Ancestry of 051 (Italian) or 068 (Sicilian).

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
 04880 IT Sr Associate

Utilization Report

	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/ Latino	Italian American
Number of Employees	2	6	1	1	4	0
Underutilized (Y = Yes)	Y		Y			Y
Number Underutilized	1		1			1
Actual Utilization	25.0%	75.0%	12.5%	12.5%	50.0%	0.0%
Labor Market Availability	38.1%	59.4%	30.2%	13.0%	13.9%	8.2%

Category: Administrative Support Workers

Job Group: Office Assistant Adjunct

Description: Hourly Administrative Office Assistants-Entry level

Appointments: 30

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	Italian American
Number of Employees	24	8	3	4	1	0
Underutilized (Y = Yes)		Y			Y	Y
Number Underutilized		7			5	5
Actual Utilization	80.0%	26.7%	10.0%	13.3%	3.3%	0.0%
Labor Market Availability	76.3%	49.8%	11.5%	15.0%	20.5%	15.5%

School of Public Health

Category: Service Workers

Job Group: Campus Peace Officer

Description: Campus Security-Mid level staff

Appointments: 5

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) and either First or Second Ancestry of 051 (Italian) or 068 (Sicilian).

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	Italian American
Number of Employees	2	5	0	2	2	0
Underutilized (Y = Yes)			Y			
Number Underutilized			1			
Actual Utilization	40.0%	100.0%	0.0%	40.0%	40.0%	0.0%
Labor Market Availability	30.1%	77.9%	13.7%	42.4%	19.7%	6.9%

Appendix D-3 Utilization Analysis - Faculty by Job Group

The Appendix provides a utilization analysis for each faculty job group where there are five or more employees.

Underutilization occurs where the utilization of a protected group is less than 80% of Labor Market Availability. We calculate a number approximating the number of full-time employees that would be needed to make utilization equal to the labor market.

Underutilization numbers for females and total minorities represent specific placement goals when there are opportunities for hiring/advancement.

Total Minority is comprised of Asian/Hawaiian/Other Pacific Islander, Black/African American, Hispanic/Latino, American Indian/Alaska Native and Two or More Races. Italian American is a reported category but not included in the federal Total Minority grouping.

Job Group Faculty: Lecturer Adjunct

Total Appointments: 20

Weight Availability Factors

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

Utilization Report						
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/Latino	Italian American
Number of Faculty	15	4	2	0	2	0
Underutilized (Y = Yes)		Y	Y	Y		Y
Number Underutilized		3	1	1		2
Actual Utilization	75.0%	20.0%	10.0%	0.0%	10.0%	0.0%
Labor Market Availability	50.5%	33.4%	16.0%	6.5%	7.9%	12.1%

Job Group Faculty: Professoriate

Total Appointments: 44

Weight Availability Factors

100.00%

ACS 2017-2021 Nationwide workforce with a Doctorate degree and occupation 2205 (Post-Secondary Teachers). Italian American Status determined by either First or Second Ancestry of 051 (Italian) or 068 (Sicilian).

Utilization Report						
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/Latino	Italian American
Number of Faculty	26	13	6	3	4	1
Underutilized (Y = Yes)						Y
Number Underutilized						2
Actual Utilization	59.1%	29.5%	13.6%	6.8%	9.1%	2.3%
Labor Market Availability	43.3%	26.2%	14.3%	4.0%	5.1%	6.5%

Job Group Faculty: Professoriate Adjunct

Total Appointments: 22

Weight Availability Factors

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

Utilization Report						
	Female	Total Minority	Asian/Nat. Haw./Other Pac. Isl.	Black/African American	Hispanic/Latino	Italian American
Number of Faculty	12	10	4	3	3	0
Underutilized (Y = Yes)						Y
Number Underutilized						2
Actual Utilization	54.5%	45.5%	18.2%	13.6%	13.6%	0.0%
Labor Market Availability	47.1%	31.3%	17.5%	4.9%	6.0%	11.2%

Appendix E Personnel Activity

This Appendix details personnel activities.

The spreadsheets provide detail on personnel activity by job group and by EEO Category.

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

Net Personnel Activity, 6/1/22 - 6/1/23
All Job Groups

		NET ADDITIONS		Additions by Type		Detail, Internal Hires by Type						NET SUBTRACTIONS		Subtractions by Type		Detail, Internal Separations by Type					OTHER CHANGES WITHIN JOB GROUP (not counted in totals)	
	Net Group Changes	Addition #	Additions %	Outside Hires	Internal Hires into New Job Group	Was Part Time	Hired from Other College	Demoted	Advanced	Other Change	Return to Faculty	Sub. #	Sub %	Separation from CUNY	Internal Separation from Group	Left for Other CUNY College	Demoted	Advanced	Other Change	Returned to Faculty	Advance-ments	Other Changes
Total	5	18		12	6	-	3	1	2	-	-	(13)		(10)	(3)	-	(1)	(2)	-	-	6	2
Male	3	8	44%	6	2	-	1	-	1	-	-	(5)	38%	(4)	(1)	-	-	(1)	-	-	1	-
Female	2	10	56%	6	4	-	2	1	1	-	-	(8)	62%	(6)	(2)	-	(1)	(1)	-	-	5	2
Other Gender	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Unknown Gender	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
All Protected Race/Eth Grps	4	13	72%	8	5	-	2	1	2	-	-	(9)	69%	(6)	(3)	-	(1)	(2)	-	-	4	-
Asian	-	2	11%	2	-	-	-	-	-	-	-	(2)	15%	(2)	-	-	-	-	-	-	-	-
Black	3	6	33%	3	3	-	1	1	1	-	-	(3)	23%	(1)	(2)	-	(1)	(1)	-	-	-	-
Hispanic	-	4	22%	2	2	-	1	-	1	-	-	(4)	31%	(3)	(1)	-	-	(1)	-	-	4	-
Other Protected Grp	1	1	6%	1	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Italian-American	1	1	6%	-	1	-	1	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
White	-	4	22%	4	-	-	-	-	-	-	-	(4)	31%	(4)	-	-	-	-	-	-	2	2
Unknown Ethnicity	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Veterans	-	1	6%	-	1	-	-	-	1	-	-	(1)	8%	-	(1)	-	-	(1)	-	-	-	-
Individuals w/Disabilities	2	3	17%	1	2	-	1	-	1	-	-	(1)	8%	-	(1)	-	-	(1)	-	-	-	-
This chart displays net changes among all job groups. Therefore, transfers into a job group equal transfers out of a job group. Hires and separations include outside hires/separations and hires/separations from another CUNY unit.						This provides detail about the kinds of moves between job groups.						This provides detail about the kinds of moves between job groups.										

Job Group Summary

Net Personnel Activity, 6/1/22 - 6/1/23

Executive/Administrative/Managerial

(Select Group from Drop-Down List Above)

		NET ADDITIONS		Additions by Type		Detail, Internal Hires by Type						NET SUBTRACTIONS		Subtractions by Type		Detail, Internal Separations by Type					OTHER CHANGES WITHIN JOB GROUP (not counted in totals)	
	Net Group Changes	Addition #	Additions %	Outside Hires	Internal Hires into New Group	Was Part Time	Hired from Other College	Demoted	Advanced	Other Change	Return to Faculty	Sub. #	Sub %	Separation from CUNY	Internal Separation from Group	Left for Other College	Demoted	Advanced	Other Change	Return to Faculty	Advance- ments	Other Changes
Total	2	4		3	1	-	1	-	-	-	-	(2)		(2)	-	-	-	-	-	-	1	1
Male	(1)	-	0%	-	-	-	-	-	-	-	-	(1)	50%	(1)	-	-	-	-	-	-	-	-
Female	3	4	100%	3	1	-	1	-	-	-	-	(1)	50%	(1)	-	-	-	-	-	-	1	1
Other Gender	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Unknown Gender	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
All Protected Race/Eth Grps	1	2	50%	1	1	-	1	-	-	-	-	(1)	50%	(1)	-	-	-	-	-	-	1	-
Asian	(1)	-	0%	-	-	-	-	-	-	-	-	(1)	50%	(1)	-	-	-	-	-	-	-	-
Black	2	2	50%	1	1	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Hispanic	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	1	-
Other Protected Grp	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Italian-American	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
White	1	2	50%	2	-	-	-	-	-	-	-	(1)	50%	(1)	-	-	-	-	-	-	-	1
Unknown Ethnicity	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Veterans	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Individuals w/Disabilities	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-

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

Job Group Summary
Net Personnel Activity, 6/1/22 - 6/1/23
Professional Faculty
(Select Group from Drop-Down List Above)

		NET ADDITIONS		Additions by Type		Detail, Internal Hires by Type						NET SUBTRACTIONS		Subtractions by Type		Detail, Internal Separations by Type					OTHER CHANGES WITHIN JOB GROUP (not counted in totals)	
	Net Group Changes	Addition #	Additions %	Outside Hires	Internal Hires into New Group	Was Part Time	Hired from Other College	Demoted	Advanced	Other Change	Return to Faculty	Sub. #	Sub %	Separation from CUNY	Internal Separation from Group	Left for Other College	Demoted	Advanced	Other Change	Return to Faculty	Advance- ments	Other Changes
Total	(3)	2		2	-	-	-	-	-	-	-	(5)		(5)	-	-	-	-	-	-	3	1
Male	(1)	1	50%	1	-	-	-	-	-	-	-	(2)	40%	(2)	-	-	-	-	-	-	-	-
Female	(2)	1	50%	1	-	-	-	-	-	-	-	(3)	60%	(3)	-	-	-	-	-	-	3	1
Other Gender	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Unknown Gender	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
All Protected Race/Eth Grps	(2)	1	50%	1	-	-	-	-	-	-	-	(3)	60%	(3)	-	-	-	-	-	-	2	-
Asian	-	1	50%	1	-	-	-	-	-	-	-	(1)	20%	(1)	-	-	-	-	-	-	-	-
Black	(1)	-	0%	-	-	-	-	-	-	-	-	(1)	20%	(1)	-	-	-	-	-	-	-	-
Hispanic	(1)	-	0%	-	-	-	-	-	-	-	-	(1)	20%	(1)	-	-	-	-	-	-	2	-
Other Protected Grp	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Italian-American	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
White	(1)	1	50%	1	-	-	-	-	-	-	-	(2)	40%	(2)	-	-	-	-	-	-	1	1
Unknown Ethnicity	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Veterans	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Individuals w/Disabilities	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-

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

Job Group Summary

Net Personnel Activity, 6/1/22 - 6/1/23

Administrative Support Workers

(Select Group from Drop-Down List Above)

		NET ADDITIONS		Additions by Type		Detail, Internal Hires by Type						NET SUBTRACTIONS		Subtractions by Type		Detail, Internal Separations by Type					OTHER CHANGES WITHIN JOB GROUP (not counted in totals)	
	Net Group Changes	Addition #	Additions %	Outside Hires	Internal Hires into New Group	Was Part Time	Hired from Other College	Demoted	Advanced	Other Change	Return to Faculty	Sub. #	Sub %	Separation from CUNY	Internal Separation from Group	Left for Other College	Demoted	Advanced	Other Change	Return to Faculty	Advance- ments	Other Changes
Total	1	1		-	1	-	-	1	-	-	-	-		-	-	-	-	-	-	-	-	-
Male	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Female	1	1	100%	-	1	-	-	1	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Other Gender	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Unknown Gender	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
All Protected Race/Eth Grps	1	1	100%	-	1	-	-	1	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Asian	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Black	1	1	100%	-	1	-	-	1	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Hispanic	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Other Protected Grp	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Italian-American	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
White	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Unknown Ethnicity	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Veterans	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Individuals w/Disabilities	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-

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

Job Group Summary

Net Personnel Activity, 6/1/22 - 6/1/23

Administrative Support Workers

(Select Group from Drop-Down List Above)

		NET ADDITIONS		Additions by Type		Detail, Internal Hires by Type						NET SUBTRACTIONS		Subtractions by Type		Detail, Internal Separations by Type					OTHER CHANGES WITHIN JOB GROUP (not counted in totals)	
	Net Group Changes	Addition #	Additions %	Outside Hires	Internal Hires into New Group	Was Part Time	Hired from Other College	Demoted	Advanced	Other Change	Return to Faculty	Sub. #	Sub %	Separation from CUNY	Internal Separation from Group	Left for Other College	Demoted	Advanced	Other Change	Return to Faculty	Advance- ments	Other Changes
Total	1	1		-	1	-	-	1	-	-	-	-		-	-	-	-	-	-	-	-	-
Male	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Female	1	1	100%	-	1	-	-	1	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Other Gender	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Unknown Gender	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
All Protected Race/Eth Grps	1	1	100%	-	1	-	-	1	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Asian	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Black	1	1	100%	-	1	-	-	1	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Hispanic	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Other Protected Grp	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Italian-American	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
White	-	-	0%	-	-	-	-	-	-	-	-	-	asw	-	-	-	-	-	-	-	-	-
Unknown Ethnicity	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Veterans	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Individuals w/Disabilities	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-

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

Job Group Summary

Net Personnel Activity, 6/1/22 - 6/1/23

Service Workers

(Select Group from Drop-Down List Above)

		NET ADDITIONS		Additions by Type		Detail, Internal Hires by Type						NET SUBTRACTIONS		Subtractions by Type		Detail, Internal Separations by Type					OTHER CHANGES WITHIN JOB GROUP (not counted in totals)	
	Net Group Changes	Addition #	Additions %	Outside Hires	Internal Hires into New Group	Was Part Time	Hired from Other College	Demoted	Advanced	Other Change	Return to Faculty	Sub. #	Sub %	Separation from CUNY	Internal Separation from Group	Left for Other College	Demoted	Advanced	Other Change	Return to Faculty	Advance- ments	Other Changes
Total	(1)	1		-	1	-	-	-	1	-	-	(2)		(1)	(1)	-	-	(1)	-	-	-	-
Male	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Female	(1)	1	100%	-	1	-	-	-	1	-	-	(2)	100%	(1)	(1)	-	-	(1)	-	-	-	-
Other Gender	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Unknown Gender	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
All Protected Race/Eth Grps	(1)	1	100%	-	1	-	-	-	1	-	-	(2)	100%	(1)	(1)	-	-	(1)	-	-	-	-
Asian	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Black	-	1	100%	-	1	-	-	-	1	-	-	(1)	50%	-	(1)	-	-	(1)	-	-	-	-
Hispanic	(1)	-	0%	-	-	-	-	-	-	-	-	(1)	50%	(1)	-	-	-	-	-	-	-	-
Other Protected Grp	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Italian-American	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
White	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Unknown Ethnicity	-	-	0%	-	-	-	-	-	-	-	-	-	0%	-	-	-	-	-	-	-	-	-
Veterans	-	1	100%	-	1	-	-	-	1	-	-	(1)	50%	-	(1)	-	-	(1)	-	-	-	-
Individuals w/Disabilities	-	1	100%	-	1	-	-	-	1	-	-	(1)	50%	-	(1)	-	-	(1)	-	-	-	-

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).

Appendix F

Summary of Recruiting Activities

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

The spreadsheets provide detail on applicants, interviews, and offers. The scope of this report includes searches which officially concluded during the previous plan year (June 1, 2022 through May 31, 2023).

CUNY Graduate School of Public Health

Summary - All Searches

Total: 21

	Records	Applicants	Appl%	Interviews	Selection Rate %	Offers	Selection Rate %	Hires	Selection Rate %
Total + Total Selection Rate	2,074	1,778	86%	91	5.1%	17	1.0%	17	1.0%
Male	922	826	46%	41	5.0%	5	0.6%	5	0.6%
Female	1,033	845	48%	47	5.6%	12	1.4%	12	1.4%
Other	16	14	1%	-	0.0%	-	0.0%	-	0.0%
Unknown	103	92	5%	3	3.3%	-	0.0%	-	0.0%
Total Not Female	1,041	932	52%	44	4.7%	5	0.5%	5	0.5%
Total Minorities	1,635	1,405	79%	76	5.4%	11	0.8%	11	0.8%
Asian	303	259	15%	17	6.6%	1	0.4%	1	0.4%
Black	692	596	34%	26	4.4%	6	1.0%	6	1.0%
Hispanic	567	493	28%	29	5.9%	3	0.6%	3	0.6%
Other inc 2 or more	73	57	3%	4	7.0%	1	1.8%	1	1.8%
Italian-American	26	21	1%	3	14.3%	1	4.8%	1	4.8%
White	345	292	16%	14	4.8%	6	2.1%	6	2.1%
Unknown Ethnicity	94	80	4%	1	1.3%	-	0.0%	-	0.0%
White+Unknown	439	372	21%	15	4.0%	6	1.6%	6	1.6%
Veterans	41	38	2%	1	2.6%	1	2.6%	1	2.6%
Indiv. w Disabilities	145	123	7%	9	7.3%	4	3.3%	4	3.3%

Least Selected:

Male+Oth
White+UnkOK Sel
Adverse

Least Selected:

Male+Oth
Ttl MinoritiesAdverse
Adverse

Least Selected:

Male+Oth
Ttl MinoritiesAdverse
Adverse

Percent Female	48%	51.6%	70.6%	70.6%
Percent Total Minorities	79%	83.5%	64.7%	64.7%
Percentage Veterans	2%	1.1%	5.9%	5.9%
Percentage w Disabil.	7%	9.9%	23.5%	23.5%

Job Group Summary
Administration 1 (Executive)

	Records	Applicants	Appl%		Interviews	Selection Rate %	Offers	Selection Rate %	Hires	Selection Rate %
Total + Total Selection Rate	171	163	95.3%		15	9.2%	2	1.2%	2	1.2%
Male	64	60	36.8%		9	15.0%	-	0.0%	-	0.0%
Female	95	91	55.8%		4	4.4%	2	2.2%	2	2.2%
Other	2	2	1.2%		-	0.0%	-	0.0%	-	0.0%
Unknown	10	10	6.1%		2	20.0%	-	0.0%	-	0.0%
Total Min	120	114	69.9%		9	7.9%	-	0.0%	-	0.0%
Asian	22	20	12.3%		5	25.0%	-	0.0%	-	0.0%
Black	68	64	39.3%		3	4.7%	-	0.0%	-	0.0%
Hispanic	23	23	14.1%		1	4.3%	-	0.0%	-	0.0%
Other inc 2 or more	7	7	4.3%		-	0.0%	-	0.0%	-	0.0%
Italian-American	5	5	3.1%		-	0.0%	-	0.0%	-	0.0%
White	44	42	25.8%		5	11.9%	2	4.8%	2	4.8%
Unknown Ethnicity	7	7	4.3%		1	14.3%	-	0.0%	-	0.0%
White+Unknown	51	49	30.1%		6	12.2%	2	4.1%	2	4.1%
Veterans	3	3	1.8%		-	0.0%	-	0.0%	-	0.0%
Indiv. w Disabilities	12	11	6.7%		-	0.0%	-	0.0%	-	0.0%

	Least Selected: Female Ttl Minorities	Adverse Adverse	Least Selected: Male+Oth Ttl Minorities	Adverse Adverse	Least Selected: Male+Oth Ttl Minorities	Adverse Adverse
Percent Female	55.8%	26.7%	100.0%	100.0%		
Percent Total Minorities	69.9%	60.0%	0.0%	0.0%		
Percentage Veterans	1.8%	0.0%	0.0%	0.0%		
Percentage w Disabil.	6.7%	0.0%	0.0%	0.0%		

Job Group Summary
Administration 2 (Managers)

	Records	Applicants	Appl%		Interviews	Selection Rate %	Offers	Selection Rate %	Hires	Selection Rate %
Total + Total Selection Rate	312	197	63.1%		17	8.6%	4	2.0%	4	2.0%
Male	72	44	22.3%		1	2.3%	-	0.0%	-	0.0%
Female	226	141	71.6%		15	10.6%	4	2.8%	4	2.8%
Other	2	2	1.0%		-	0.0%	-	0.0%	-	0.0%
Unknown	12	10	5.1%		1	10.0%	-	0.0%	-	0.0%
Total Min	237	150	76.1%		13	8.7%	2	1.3%	2	1.3%
Asian	36	22	11.2%		3	13.6%	-	0.0%	-	0.0%
Black	132	86	43.7%		6	7.0%	2	2.3%	2	2.3%
Hispanic	57	35	17.8%		3	8.6%	-	0.0%	-	0.0%
Other inc 2 or more	12	7	3.6%		1	14.3%	-	0.0%	-	0.0%
Italian-American	5	3	1.5%		1	33.3%	-	0.0%	-	0.0%
White	62	38	19.3%		4	10.5%	2	5.3%	2	5.3%
Unknown Ethnicity	13	9	4.6%		-	0.0%	-	0.0%	-	0.0%
White+Unknown	75	47	23.9%		4	8.5%	2	4.3%	2	4.3%
Veterans	1	-	0.0%		-	0.0%	-	0.0%	-	0.0%
Indiv. w Disabilities	24	13	6.6%		2	15.4%	1	7.7%	1	7.7%

	Least Selected: Male+Oth White+Unk	Adverse OK Sel	Least Selected: Male+Oth Ttl Minorities	Adverse Adverse	Least Selected: Male+Oth Ttl Minorities	Adverse Adverse
Percent Female	71.6%	88.2%	100.0%	100.0%		
Percent Total Minorities	76.1%	76.5%	50.0%	50.0%		
Percentage Veterans	0.0%	0.0%	0.0%	0.0%		
Percentage w Disabil.	6.6%	11.8%	25.0%	25.0%		

Job Group Summary
Administration 3 (Professional)

	Records	Applicants	Appl%		Interviews	Selection Rate %	Offers	Selection Rate %	Hires	Selection Rate %
Total + Total Selection Rate	859	741	86.3%		36	4.9%	7	0.9%	7	0.9%
Male	211	183	24.7%		9	4.9%	2	1.1%	2	1.1%
Female	602	519	70.0%		27	5.2%	5	1.0%	5	1.0%
Other	8	7	0.9%		-	0.0%	-	0.0%	-	0.0%
Unknown	38	32	4.3%		-	0.0%	-	0.0%	-	0.0%
Total Min	671	577	77.9%		31	5.4%	5	0.9%	5	0.9%
Asian	115	95	12.8%		4	4.2%	1	1.1%	1	1.1%
Black	270	239	32.3%		12	5.0%	2	0.8%	2	0.8%
Hispanic	261	222	30.0%		13	5.9%	1	0.5%	1	0.5%
Other inc 2 or more	25	21	2.8%		2	9.5%	1	4.8%	1	4.8%
Italian-American	14	11	1.5%		2	18.2%	1	9.1%	1	9.1%
White	151	131	17.7%		5	3.8%	2	1.5%	2	1.5%
Unknown Ethnicity	37	33	4.5%		-	0.0%	-	0.0%	-	0.0%
White+Unknown	188	164	22.1%		5	3.0%	2	1.2%	2	1.2%
Veterans	7	6	0.8%		-	0.0%	-	0.0%	-	0.0%
Indiv. w Disabilities	73	65	8.8%		4	6.2%	2	3.1%	2	3.1%

Least Selected:				Least Selected:				Least Selected:			
Male+Oth				Male+Oth				Male+Oth			
White+Unk				Adverse				Adverse			
Ttl Minorities				OK Sel				OK Sel			
Adverse				Adverse				Adverse			
Percent Female	70.0%			75.0%			71.4%			71.4%	
Percent Total Minorities	77.9%			86.1%			71.4%			71.4%	
Percentage Veterans	0.8%			0.0%			0.0%			0.0%	
Percentage w Disabil.	8.8%			11.1%			28.6%			28.6%	

Job Group Summary

IT Computer Professional

	Records	Applicants	Appl%		Interviews	Selection Rate %	Offers	Selection Rate %	Hires	Selection Rate %
Total + Total Selection Rate	544	520	95.6%		19	3.7%	3	0.6%	3	0.6%
Male	449	430	82.7%		19	4.4%	3	0.7%	3	0.7%
Female	58	55	10.6%		-	0.0%	-	0.0%	-	0.0%
Other	3	3	0.6%		-	0.0%	-	0.0%	-	0.0%
Unknown	34	32	6.2%		-	0.0%	-	0.0%	-	0.0%
Total Min	453	432	83.1%		19	4.4%	3	0.7%	3	0.7%
Asian	117	110	21.2%		5	4.5%	-	0.0%	-	0.0%
Black	139	135	26.0%		3	2.2%	1	0.7%	1	0.7%
Hispanic	172	168	32.3%		10	6.0%	2	1.2%	2	1.2%
Other inc 2 or more	25	19	3.7%		1	5.3%	-	0.0%	-	0.0%
Italian-American	2	2	0.4%		-	0.0%	-	0.0%	-	0.0%
White	64	63	12.1%		-	0.0%	-	0.0%	-	0.0%
Unknown Ethnicity	27	25	4.8%		-	0.0%	-	0.0%	-	0.0%
White+Unknown	91	88	16.9%		-	0.0%	-	0.0%	-	0.0%
Veterans	17	17	3.3%		-	0.0%	-	0.0%	-	0.0%
Indiv. w Disabilities	23	23	4.4%		1	4.3%	-	0.0%	-	0.0%

					Least Selected: Female White+Unk	Adverse Adverse		Least Selected: Female White+Unk	Adverse Adverse		Least Selected: Female White+Unk	Adverse Adverse
Percent Female			10.6%			0.0%			0.0%			0.0%
Percent Total Minorities			83.1%			100.0%			100.0%			100.0%
Percentage Veterans			3.3%			0.0%			0.0%			0.0%
Percentage w Disabil.			4.4%			5.3%			0.0%			0.0%

Job Group Summary
Campus Peace Officer-Sergeant

	Records	Applicants	Appl%		Interviews	Selection Rate %	Offers	Selection Rate %	Hires	Selection Rate %
Total + Total Selection Rate	153	140	91.5%		4	2.9%	1	0.7%	1	0.7%
Male	118	106	75.7%		3	2.8%	-	0.0%	-	0.0%
Female	28	27	19.3%		1	3.7%	1	3.7%	1	3.7%
Other	-	-	0.0%		-	0.0%	-	0.0%	-	0.0%
Unknown	7	7	5.0%		-	0.0%	-	0.0%	-	0.0%
Total Min	134	123	87.9%		4	3.3%	1	0.8%	1	0.8%
Asian	10	10	7.1%		-	0.0%	-	0.0%	-	0.0%
Black	77	70	50.0%		2	2.9%	1	1.4%	1	1.4%
Hispanic	45	41	29.3%		2	4.9%	-	0.0%	-	0.0%
Other inc 2 or more	2	2	1.4%		-	0.0%	-	0.0%	-	0.0%
Italian-American	-	-	0.0%		-	0.0%	-	0.0%	-	0.0%
White	13	11	7.9%		-	0.0%	-	0.0%	-	0.0%
Unknown Ethnicity	6	6	4.3%		-	0.0%	-	0.0%	-	0.0%
White+Unknown	19	17	12.1%		-	0.0%	-	0.0%	-	0.0%

Veterans	12	12	8.6%		1	8.3%	1	8.3%	1	8.3%
Indiv. w Disabilities	9	9	6.4%		2	22.2%	1	11.1%	1	11.1%

					Least Selected: Male+Oth White+Unk	Adverse Adverse	Least Selected: Male+Oth White+Unk	Adverse Adverse	Least Selected: Male+Oth White+Unk	Adverse Adverse
Percent Female		19.3%				25.0%		100.0%		100.0%
Percent Total Minorities		87.9%				100.0%		100.0%		100.0%
Percentage Veterans		8.6%				25.0%		100.0%		100.0%
Percentage w Disabil.		6.4%				50.0%		100.0%		100.0%