




Office of the President

Borough of Manhattan Community College
The City University of New York
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To: All BMCC Employees
From: President Antonio Perez 
Subj: Equal Employment Practices Commission Audit
Date: July 17, 2013

I would like to reaffirm my commitment to maintaining a non-discriminatory, respectful and open work environment at the Borough of Manhattan Community College (BMCC).

BMCC is an equal employment opportunity employer committed to compliance with federal, state, and local laws that prohibit employment discrimination. Terms and conditions of employment at BMCC will be made in compliance with the policies of The City University of New York irrespective of race, color, creed, national origin, ethnicity, ancestry, religion, age, gender, sexual orientation, gender identity, marital status, legally registered domestic partnership status, disability, predisposing genetic characteristics, alien status, citizenship, military or veteran status, or status as a victim of domestic violence.

In response to the preliminary determinations and corrective actions/recommendations identified in our recent audit by the Equal Employment Practices Commission (EEPC) for the period of July 1, 2007 through June 30, 2010, BMCC will take the following actions to be in full compliance with CUNY's Affirmative Action/Non-Discrimination/Equal Employment Opportunity (EEO) Policies, as well as the EEPC's policies and EEO standards expressed in the Federal, State and City Human Rights Laws:

Compliance with EEO Training Standards

In an effort to ensure that all employees are trained on affirmative action/EEO and diversity related policies, rights and responsibilities, BMCC has created and implemented a training plan which will include online training. This training is expected to conclude during the summer of 2014 and it will be repeated every four years.

EEO Internal Discrimination Complaint Files

The Affirmative Action/Compliance and Diversity Office will continue to ensure that all discrimination complaints files contain:

- The Charge of Discrimination Form completed by the complainant or AA/CDO;

- Written Notification informing the complainant(s) and respondent(s) that an investigation has begun, which may include interviews with third parties, and that the President shall determine what action, if any, will be taken after the investigation is complete;
- The Action taken in Response to Discrimination/Retaliation Complaint Form signed by the President; and
- Written communication apprising the complainant(s) and respondent(s) of the outcome and action taken as a result of the complaint.

Accessibility Compliance

BMCC will continue to ensure that all its facilities are accessible. To accomplish this, BMCC has devised a plan to demonstrate accessibility compliance. This plan includes beginning the design of construction for new bathrooms, surveying entrances and doorways and making its mid campus entrance better identifiable to drivers of Access-a-Ride and other vehicles. Furthermore, BMCC will continue to provide appropriate assistive devices to its employees when needed.

Thank you again for sharing my commitment to maintaining a discriminatory free work environment.