

WESTERN CONNECTICUT STATE UNIVERSITY

AFFIRMATIVE ACTION PLAN

Dr. John B. Clark President

Reporting Period: April 1, 2017 to March 31, 2018

Submitted: July 30, 2018

Western Connecticut State University Affirmative Action Plan July 30, 2018

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University Response to the Commission's 2018 Review and Analysis of the 2017 Affirmative Action Plan

The University is in receipt of the Commission's Review, dated March 26, 2018, of its 2017 Affirmative Action Plan. All sixteen (16) elements were found to be in compliance. The noted recommendations were incorporated in the filing of the 2018 Affirmative Action Plan:

In the Commission's Review, in 46a-68-78, Policy Statement, indicates that the section was weak in a prior filing. The current filing is identified as in-compliance. The Commission review/proposed recommendation(s) state the following: "The list of laws, public acts, etc. are not a required part of the affirmative action policy statement pursuant to the revised Affirmative Action Regulations."

Response: As noted, the list of laws, public acts and state/federal mandate listings has been removed (and eliminated) for the 2018 Affirmative Action Plan (and any future filings). The University thanks the Commission for noting this error/action.

In Section 46a-68-81, under Assignment of Responsibility and Monitoring, indicates that the section was in-compliance in the prior filing. The current filing is identified as in-compliance. The Commission review/proposed recommendation(s) state the following: "it is not possible for the people listed under the three different committees and the affirmative action plan to give 100%-time commitment to those committees especially when they are on more than one committee and hold full-time University positions. Revise these percentages for the next filing."

Response: The University has modified this section and adjusted the percentages for those titles that hold more than one representation on the listed University committee(s). During the technical assistance meeting, the Chief Diversity Officer reviewed this section to ensure that the identified titles and percentages were appropriately corrected. The University thanks the Commission for noting this error/action.

In 46a-68-82, Organizational Analysis, indicates that the section was in-compliance in the prior filing. The current filing is identified as in-compliance. The Commission review/proposed recommendation(s) state the following: "The organizational chart has not been included in the organizational analysis. This chart has to be included."

Response: In reviewing the copy of the University's 2017 Affirmative Action Plan, the organizational chart was submitted right behind the job titles study. While it is plausible that the organizational chart was overlooked in the version submitted to CHRO, efforts were made to ensure that this error does not subsequently occur. The University has made the noted changes to highlight the organizational chart referenced in the 2018 Affirmative Action Plan filing. The University thanks the Commission for noting this error/action.

In 46a-68-85, Utilization Analysis and Hiring and Promotional Goals, indicates that the section was in-compliance in the prior filing. The current filing is identified as in-compliance. The Commission review/proposed recommendation(s) state the following: "In all future filings, black out the columns for "2 or more races" until we are officially using that race/sex group. We are not using that designation now. The Associate Professor analysis should not have listed the two females as "2 or more races."

Response: The University will ensure to have this noted action in the next filing of the Affirmative Action Plan (and in any future filings) until the Commission advises on the approved use of this column. The University thanks the Commission for noting this error/action.

In 46a-68-89, Discrimination Compliant Process, indicates that the section was in-compliance in the prior filing. The current filing is identified as in-compliance. The Commission review/proposed recommendation(s) state the following: "The discrimination complaint log (Form 89A) must be used for all future filings. The notice that is sent to all of the employees must be included in this section."

Response: The University will ensure to have this form and noted action(s) in the next filing of the 2018 Affirmative Action Plan (and in any future filings). The University thanks the Commission for noting this error/action.

In 46a-68-90, Goals Analysis, indicates that the section was in-compliance in the prior filing. The current filing is identified as in-compliance. The Commission review/proposed recommendation(s) state the following: "Avoid using subjective adjectives such as 'some,' 'strong,' 'extensive,' 'good' and 'outstanding' when describing applicants qualifications for positions. Quantifiable terms such as length of experience must be used to explain why an applicant was or was not hired or promoted. The analysis of the Assistant Professor Job title indicates that the four white males hires were goal candidates. Only three (3) goals were established for white males. The fourth white male hire, therefore, did not meet a goal. All of the other applicants were sufficiently addressed for this analysis, however, once the goals have been met for a race/sex group additional applicants for positions are not goal applicants/hires."

Response: A technical assistance meeting was scheduled for April 9, 2018 with our designated CHRO reviewer, Neva Vigezzi, to review this section. The University will ensure to have these noted actions reflected in the next filing of the 2018 Affirmative Action Plan (and in any future filings). The University thanks the Commission for noting these actions.

In 46a-68-91, Upward Mobility, indicates that the section was in-compliance in the prior filing. The current filing is identified as in-compliance. The Commission review/proposed recommendation(s) state the following: "The occupational categories must correspond to the occupational categories elsewhere in the affirmative action plan. For example, Administrative and Residual is a union not an occupational category."

Response: The University will ensure to have this noted action in the next filing of the 2018 Affirmative Action Plan (and in any future filings). The University thanks the Commission for noting this error/action.

Once again, the University would like to sincerely thank the Commission for the continued support and assistance from the Affirmative Action Unit. This unit has (and continues to) offer the University its ongoing commitment to be a strong Affirmative Action and Equal Opportunity Employer. We, as a University system, know that our success is due, in part, to the continued guidance and support the Commission has provided.

Section A

Element No. 1

POLICY STATEMENT

Sec. 46a-68-78



President's Affirmative Action Policy Statement

Western Connecticut State University ("WCSU" or "University") is grounded on a sound Affirmative Action foundation. To that end, as President of WCSU, I am fully committed to the University's philosophy of the intellectual and moral leadership responsibility to carry out this well-established philosophy, as well as the responsibility of the University leadership to advance social justice and equity by exercising Affirmative Action to remove all discriminatory barriers to equal employment opportunity and upward mobility. Accordingly, the University, through its Plan of Affirmative Action will, with conviction and effort, continue to undertake positive action to overcome the present effects of past practices, policies or barriers to equal employment opportunity, and to achieve the full and fair participation of African Americans/Blacks, Hispanic/Latinos, Whites, Asians/Pacific Islanders, American Indians/Alaskan Aleuts and/or those who self-identify in two or more races, found to be undertuilized in the workforce. The University through its Plan of Affirmative Action, with conviction and effort, will also continue to undertake positive action for the full and fair participation of the above groups and any other protected group found to be adversely impacted by University policies or practices.

Equal opportunity, a distinctly different matter, is employment of individuals without consideration of race, color, religious creed, age, sex, marital status, sexual orientation, gender identity or expression, genetic information (Section 46a-60(a)(11) of the Connecticut General Statutes, national origin, ancestry, intellectual disability, past or present history of mental disability, physical disability, including but not limited to blindness, learning disability, veteran status, or criminal record, unless the provisions of Sections 46a-60(b), 46a-80(b) or 86a-81(b) of excluding persons in one or more of the above protected groups. Equal employment opportunity is the purpose and goal of affirmative action.

WCSU's Affirmative Action Plan incorporates and lists federal and state constitutional provisions, law regulations, guidelines and executive orders prohibiting or outlawing discrimination, identifying classes of persons protected based on race, color, religious creed, age, sex (including pregnancy), marital status, sexual orientation, national origin, ancestry, mental disability, genetic information, intellectual disability, physical disability, learning disability, gender identity or expression, veteran status, and criminal record, except for bona fide occupational qualifications.

The University outlines its employment process as one of recruitment, selection, assignment, compensation, promotion and upgrading, training, educational assistance, transfers, terminations, layoffs and recall, and all other terms, conditions and privileges of employment. Affirmative Action is an integral consideration throughout the entire employment process. Both the Chief Human Resources Officer and Chief Diversity Officer are responsible for ensuring that affirmative action remains in the forefront of each step of the employment process. An affirmative action discussion occurs throughout the employment process continuum. All facets of the employment process are linked to affirmative action.

Clearly, affirmative action and equal employment opportunity are immediate and necessary agency objectives for WCSU. We shall affirmatively provide services and programs in a fair and impartial manner. We also recognize the hiring difficulties experienced by individuals who are physically disabled and many older persons and will undertake measures to overcome the present effects of past discrimination, if any, to achieve the full and fair utilization of such persons in the work force. The procedures for adding or refilling any unclassified faculty position are outlined in the current Faculty Handbook.

Typically, the Chair of the Department must obtain approval from the School's Dean, who obtains final approval from the Provost/Vice President for Academic Affairs to advertise for an open position. Then the Chair of the Department, or Department members acting together, prepare(s) the university search plan and drafted position announcement, which is first reviewed and approved by the appropriate School Dean. The Chief Human Resources Officer and Chief



Diversity Officer also review the university search plan and drafted position announcement. After the Search Committee is established, the Chief Diversity Officer and/or an assigned designee from the Human Resources Office will routinely meet with and instruct its membership regarding the University's recruitment policy and related institutional goals to diversify the pool of candidates with respect to ethnicity, race, and gender. Through ongoing monitoring, the Chief Diversity Officer advises the Search Committee as to the sufficiency or insufficiency of the composition of the pool of candidates for the purpose of achieving the hiring and promotional goals of diversity.

Before the Search Committee prepares and recommends a list of the finalists, the Chief Diversity Officer and the Chair of the Search Committee will consult regarding good faith efforts made to obtain diversity, obtain a goal candidate, whether the finalist is a goal candidate, and the completion of relevant documentation. Prior to the offering of a position to a candidate, the Provost/Vice President for Academic Affairs will request that the Chief Diversity Officer approve the candidate(s) recommended for hire.

The Program Goals as set forth in the Affirmative Action Plan further detail the University's Affirmative Action requirements for the hiring process of all positions. As President of WCSU, I am committed to the University adhering to and meeting the program goals and timetables as set forth in the plan. The University is well positioned to continue Affirmative Action progress, and I will continue to exercise leadership and commitment to achieve all of the goals and timetables as set forth in the WCSU Affirmative Action Plan.

This policy is not limited to employment practices, but extends to services and programs provided by the University. All executive, administrative, and supervisory personnel are expected to discharge their affirmative action responsibilities, in word and deed, consistent with the University's objective to establish and implement affirmative action and equal employment opportunity for all qualified persons.

As President of Western Connecticut State University, I pledge to make every good faith effort to realize all of the goals and timetables as set forth in the WCSU Affirmative Action Plan, and as required by pertinent state and federal legislation as set forth in the Affirmative Action Plan. Electronic (and/or paper) copies of the Affirmative Action Plan have been designated (and disseminated) to representatives of the campus locations: Haas Library, the President's Office, the Provost and Office of the Vice President for Academic Affairs, the Office of the Vice President for the Division of Student Affairs, Human Resources Department, the Office of Diversity and Equity and online at www.wcsu.edu/diversity.

During the 2018 reporting period, Mrs. Jesenia Minier-Delgado served as the appointed Chief Diversity Officer. Mrs. Minier-Delgado is responsible for overseeing the Office of Diversity and Equity and to monitor and execute the Affirmative Action and Equal Employment Opportunity programs at the University. Mrs. Minier-Delgado is the University's full-time Affirmative Action Officer, ADA and Title IX Coordinator. To this end, the Chief Diversity Officer shall be concerned with equitable treatment to all in the University community. Mrs. Minier-Delgado is located at the Midtown Campus, University Hall 217, 181 White Street, Danbury, Connecticut, 06810, and can be reached by telephone at (203) 837-8277 or by email at minierdelgadoj@wcsu.edu. Employees and others who wish to file a complaint of discrimination pertaining to WCSU may do so by contacting Mrs. Minier-Delgado.

Dr. John Clark, President

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Section B

Element No. 2

INTERNAL COMMUNICATION

Sec. 46a-68-79

Internal Communication

Under Section 46a68-79 and 79(a) of the Affirmative Action Regulations of Connecticut State Agencies, the University's Policy Statement and a summary of the objectives of the University's Affirmative Action Plan ("Plan") are published and distributed each year on campus. Copies of the policy statement and objectives are available in the Office of Diversity and Equity as well as being included in the CSCU online employee training portals as well as the orientation materials given to all employees. These materials are also posted on the University's webpage for the Office of Diversity and Equity at www.wcsu.edu/diversity. The Affirmative Action Policy Statement continues to be included in University catalogues and this described practice will continue.

(a) Western Connecticut State University has adopted the practice of annually distributing the Policy Statement and a summary of objectives of the Plan. The method of dissemination is by electronic mail (e-mail) to the campus community. The start of the Spring Semester (January/February) has been established as the annual distribution period. The Chief Diversity Officer is responsible for coordinating this process with the appropriate persons and ensuring that distribution takes place. Additionally, the Chief Diversity prepared an "Executive Summary" of the Affirmative Action Plan. This Summary was discussed with all members of the President's Cabinet on October 26, 2017 following approval of the 2017 Plan.

The Chief Diversity Officer is a member of the President's staff. The staff is regularly informed on affirmative action recruiting, hiring, and promotional efforts, as well as recent developments in legal aspects of affirmative action, compliance with the American with Disabilities Act, and new developments in sexual harassment law under Title IX of the Educational Amendment Act. The Chief Diversity Officer meets with the Vice Presidents, Deans, Directors, and Department Heads/Chair to discuss the goals of affirmative action, including strategies for recruitment. Additionally, the Chief Diversity Officer meets with every University search committee to discuss recruitment and hiring strategies to ensure that affirmative action goals are met. The Chief Diversity Officer also serves as a resource for all search committees.

Beginning in the Spring 2018 semester, all search committee members will be issued an electronic search materials and training to address the respective campus searches in management/confidential, faculty, administrative/clerical, service maintenance and/or protective services. The University search materials and training detail the roles and responsibilities of search committee participants when conducting an affirmative action search (the referenced electronic search manual will be finalized and available *tentatively by or before November 1, 2018*). In the meantime, the University will continue to utilize the available brochure (attached) named "A Guide for Search Committees" available as a point of reference until the search manual is completed and finalized.

(b) It is University current (and continued) practice to have the Chief Diversity Officer maintain copies of all affirmative action related internal communication as well as comments received and noted date such statements were received. The University's Plan shall include a summary of all comments from employees concerning the Plan and note any responses related thereto.

During the review period, the University received *no comments* on the Plan.

The University has engaged in other employment and diversity initiatives. The Office of Diversity and Equity will continuously maintain a library of learning materials (i.e., books, training videos, publications/journals and pamphlets) available to all managers and employees for review.

(c) The University is in compliance with various training requirements. Training is ongoing and is up to date. Employees regularly receive various forms of university training (see attached documentation), including diversity training. Employees are scheduled for diversity training within (or up to) one year of their hire date. Additionally, information related to the University's Policy on Sexual Misconduct Reporting (sexual harassment) and other non-discrimination policies are distributed to all employees and student groups in the form of posters and brochures. Information related to the Americans with Disabilities Act was also distributed. All University policies related to non-discrimination and sexual harassment (Title IX) provisions are posted as a visibly standard 11x17 poster (see attached documentation) as well as on the University's website at: http://www.wcsu.edu/diversity/policies-procedures/.

Diversity training and sexual harassment (Title IX) training are ongoing by hosting bi-annual workshops during the year, and by including diversity training as one component of new faculty and new staff orientation workshops. In accordance with the sexual harassment training and posting requirements, training was also conducted for all new supervisory employees within six months of their assumption of a supervisory position. Supervisors received the two-hour of mandatory (online) training session.

During the reporting period, the following faculty and staff were trained:

Training Title	Total Number of Faculty	Total Number of Staff	Faculty/Staff Training Totals			Gend	er/Ethr	ic Breal	kdown		
				WM	WF	BM	BF	НМ	HF	OM	OF
Diversity Training	5	70	75	23	17	4	2	3	6	12	8
Sexual Harassment (Title IX) Training	12	66	88	26	25	2	2	5	3	12	13
Ethnic/Gender Training Totals:				49	42	6	4	8	9	24	21

The University remains committed to providing programs and activities that enrich the lives of its students, staff and faculty and bridges the learning opportunities that differences can create. The University will continue its efforts to realize programming that provides real world application in changing times.

(d) In accordance with the Affirmative Action Regulations, it is established that all internal communications pertaining to the Plan, contain a written (and electronic notice by email) to employees on their have the right to review and comment on the Plan during the review period. Every year from January 1st to March 31st is the established time frame for employees to review and comment on the Plan. On January 8, 2018, a memorandum was sent to all WCSU employees (see attached) to inform each person of their right to review and comment on the Plan during the Plan's review period and that all comments should be addressed to:

Mrs. Jesenia Minier-Delgado
Chief Diversity Officer
University Hall 214
181 White St., Danbury, CT 06810
Telephone: (203) 837-8277
Email: minierdelgadoj@wcsu.edu

In accordance with this practice, after notification from the Commission on Human Rights and Opportunities of the disposition of this Plan, a written (and email) notice is sent to all employees informing them of their right to a reasonable period of review and comment on the Plan.

A subsequent notification was sent (by email) on January 31, 2018 (see attached) informing employees of the newly revised Office of Diversity and Equity webpage at www.wcsu.edu/diversity, which included access to an electronic copy of the filed 2017 Plan.

Section B

Element No. 2(a)

INTERNAL COMMUNICATION

Sec. 46a-68-79

(ATTACHMENTS AND DOCUMENTATION)

Does the search committee make the final hiring decision?

No. The search committee's role is to recommend candidates for the position.

Is the Chief Diversity Officer a member of the search committee?

No. The Chief Diversity Officer is an advisor to the search committee.

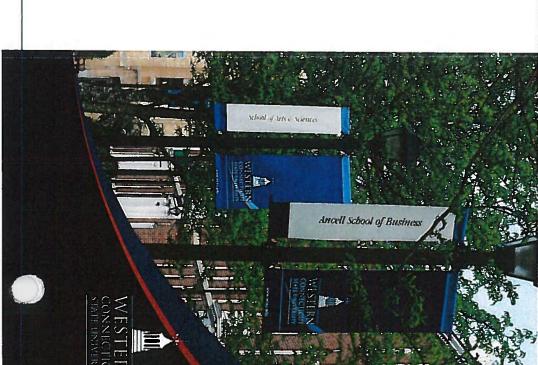
Is a search committee's work confidential?

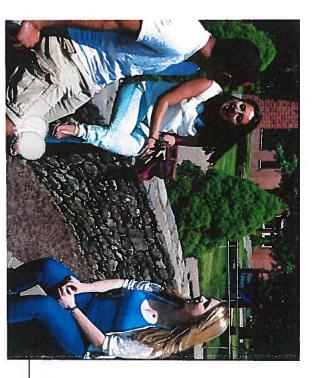
Documents and discussions pertaining to applicants and the search committee are confidential. In accordance with the State's record retention schedule, search committee documents and records (not an individual's notes) must be retained for three years after the conclusion of a campus search. Search committee documents and records are subject to disclosure in accordance with Connecticut's Freedom of Information Act, CGS § 1-200 et seq.



For more information, please contact:

Jesenia Minier-Delgado, Chief Diversity Officer
University Title IX and ADA Coordinator
Office of Diversity and Equity
University Hall, Room 214
Telephone: (203) 837-8444
Email: minierdelgadoj@wcsu.edu









What is a search committee's role?

A search committee's primary role is to identify candidates that can successfully perform the job responsibilities. A search committee also serves as an ambassador group for the University, providing information to applicants/candidates and helping to recruit, promote and persuade applicants/candidates to pursue employment at WCSU.

Why does the University use an Affirmative Action search committee process?

The University must make sure that applicants have equal opportunities for employment through consistent, fair and thorough hiring and selection procedures. The University's established process is an integral component of the University's Affirmative Action Plan filled with the Connecticut Commission of Human Rights and Opportunities (CHRO). In keeping with the University's legal mandate, search committees work closely with the Chief Diversity Officer and Chief Human Resources Officer to recruit and fill vacant positions. After a search committee screens and interviews applicants, finalists are recommended to the hiring supervisor.

Who selects a search committee?

Depending on the position, a search committee may be formed by a Department Head/Hiring Supervisor. Dean, Vice President and/or the University President. Some collective bargaining agreements provide one representative to serve on a search committee. Search committee members are requested to serve voluntarily. The University President reserves the right to have representation on all search committees and/or approve all such search committees. The Chief Diversity Officer serves as the President's designee for reviewing and approving the committee.

When is a search committee formed?

s soon as a position is approved for recruitment, search committee may be formed.

When should a search committee begin its work?

As soon as possible. Once a position is advertised, the Hiring Supervisor arranges the initial meeting in conjunction with the Chief Diversity Officer. Search committees that form and begin their work promptly generally have a better opportunity for success. Cancildates that apply at our University often are also applicants at other employers—the sooner the search committee is prepared to consider candidates, the more competitive our University can be.

Who should attend the initial search committee meeting?

All committee members, the Hiring Supervisor and the Chief Diversity Officer. Others may be requested to attend as necessary.

What is the purpose of the initial search committee meeting?

In your liest meeting as a search committee, you will be given various materials from the hiring supervisor, HR and the Chief Diversity Officer that provides an in-depth description of the position and campus search process. The Chief Diversity Officer will provide you with a review of search committee responsibilities and the campus search process. This initial meeting also introduces you to the Search Committee Chairperson, as well establishes an estimated time frame for completing the search committee's work. The Search Committee Officer and coordinates future meetings with the search committee. The search committee establishes screening orderia within the position requirements/guidelines of the position announcement. These selection criteria are established by the hiring supervisor and reviewed by the Search Committee before the position announcement is posted resumes are reviewed.

What should a search committee do if technical or unanticipated questions or concerns arise during the course of the search committee's work?

The Search Committee Chairperson must consult with either (or both) the Chief Diversity Officer and/or the Chief Human Resources Officer, who, along with their staffs, will be available to help the search committee throughout the search process.

How does the search committee get applicants' resumes?

Applicants for non-teaching searches are submitted to Human Resources, which is responsible for logging all resumes and providing copies to the search committee and the Chief Diversity Officer at the end of the application period. Applications for teaching faculty are submitted electronically to facultyvitae@wcsu.edu. This mailbox is monitored and maintained by the Chief Diversity Officer, who is responsible for making applications available to the search committee.

Do the selection criteria have to be approved?

Yes. After the Search Committee Chairperson agrees to the selection criteria, the Search Committee Chairperson reviews the criteria with the Chief Diversity Officer.



Western Connecticut State University Training Analysis

WCSU University Training	Grand	Total	Total	White	White	Black		Hispan	Hispan	Other	
Exec/Admin/Managerial (1)	Total	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
	4		T		T 4				l		
DAS In-Service Training	1	0	1 1	0	1 1	0	0	0	0	0	0
In-House Training	0	0	0	0	<u> </u>	0	0	0	0	0	0
Tuition Reimb/Waiver	1	0	11	0	<u>!</u> 1	0	0	0	0	0	0
Faculty (2)											
DAS In-Service Training	0	0	0	0	0	0	0	0	0	0	0
In-House Training	5	1	4	1	3	0	0	0	0	0	1
Tuition Reimb/Waiver	10	0	10	0	9	0	0	0	0	0	11
Other Professionals (3)						F(24)				Esta inc	
DAS In-Service Training	0	0	0	0	0	0	0	0	0	0	0
In-House Training	2	0	2	0	2	0	0	0	0	0	0
Tuition Reimb/Waiver	7	0	7	0	4	0	1	0	1	0	1
Clerical/Secretarial (4)											
DAS In-Service Training	11	0	11	0	6	0	2	0	0	0	3
In-House Training	11	1	10	1	7	0	3	0	0	0	0
fuition Reimb/Waiver	6	0	6	0	4	0	2	0	0	0	0
TEC/ParaProfession (5)											
DAS In-Service Training	0	0	0	0	0	0	0	0	О	0	0
In-House Training	0	0	0	0	0	0	0	0	0	0	0
Tuition Reimb/Waiver	0	0	0	0	0	0	0	0	0	0	0
Skilled Craft (6)											***************************************
DAS In-Service Training	6	6	0	5	Τ ο	0	0	0	Го	1	0
In-House Training	19	19	0	16	0	0	0	0	0	3	0
Tuition Reimb/Waiver	0	0	0	0	0	0	0	0	0	0	0
Serv/Maintenance (7)											
DAS In-Service Training	6	5	1	3	1	0	0	2	0	0	0
In-House Training	59	48	11	26	7	5	1	12	3	6	0
Tuition Reimb/Waiver	0	0	0	0	0	0	I o	0	0	0	
Protective Services (8)											
DAS In-Service Training	0	0	0	0	0	0	0	0	0	0	0
'n-House Training	0	0	0	0	0	0	0	0	0	0	0
Tuition Reimb/Waiver	0	0	0	0	0	0	0	0	0	0	0

NOTICE OF NON-DISCRIMINATION NON-DISCRIMINATION & SEXUAL VIOLENCE/TITLE IX

It is the policy of Western Connecticut State University to recruit, employ, retain, promote, and provide benefits to employees and to admit and provide services for students without regard to race, color, creed, national origin, ethnicity, ancestry, religion, age, sex, sexual orientation, gender, gender identity, marital status, partnership status, disability, genetic information, alienage, citizenship, military or veteran status, pregnancy, or status as a victim of domestic violence/stalking/sex offenses, unemployment status, or any other legally prohibited basis in accordance with federal and state laws. This policy is set forth more fully in the university's Affirmative Action Policy Statement and Complaint Grievance Procedures.

Sexual and gender harassment, sexual violence and staking are prohibited. This policy is set forth fully in the Connecticut University System Sexual Harassment Policy and the University Policy regarding Sexual Misconduct Reporting, Support Service and Processes. It is also the university's policy to provide reasonable accommodations when appropriate to employees with disabilities, those observing religious practices, employees who have pregnancy or childbirth-related medical conditions, or employees who are victims of domestic violence/stalking/sex offenses. Retaliation for reporting or opposing discrimination, cooperating with an investigation of a discrimination complaint, or requesting an accommodation is also prohibited.

The following person(s) have been designated at Western Connecticut State University to handle inquiries and complaints related to all the above-mentioned policies:

Jesenia Minier-Delgado, Chief Diversity Officer University Title IX and ADA Coordinator Office of Dispusity and Faulty

Sydney Trezza, Counselor Advocate

Women's Center Helpline: 203-731-5200 Sexual Assault Hotline: 203-731-5204 Domestic Violence Hotline: 203-731-5206 University Hall, Room 214 (203) 837-8444, miner deligadojis nesu edu

OR

The following listed personnel from the Campus Response and Resource Team (CaRRT) have been designated to also handle complaints related to the University Policy regarding Sexual Misconduct Reporting, Support Service and Processes:

Chief Roger Connor	Dr. James Roach Avenue				
WCSU Police Department	(203) 837-9301. concorte westreda				
Lieutenant Richard Montefusco WCSU Police Department	Di. James Roach Avenue (203) 837-9099. montefusco: awesuledu				
University Police Dispatch Center	Dr. James Roach Avanue				
WCSU Police Department	(203) 837-9300				
Charles Alexander, Director	Mintown Student Center, Boom 220				
Office of Jediciel Affairs	(203) 837-8770, alexanderola viositi edu				
Dr. Walter Cramer. Dean of Students	Old Main, Room 306				
Division of Student Affairs	(203) 837-9700, cranierwa wosu edu				
Counseling Center	Middown Student Center, Room 222 (203) 837-8690, CounselingCenter Pacer redu				
The Women's Center for Greater Danbury Rayna Havelock, Courselor/Advocate Enter Davelock & Wosa edu, rayna histography	Mintorth Campus: Higgins Hall Anna - Boom 105-C (203) 837-3939				

By Appointment Only

WESTERN CONNECTION **Subject:** Non-Discrimination Notice

Date: Thursday, September 14, 2017 at 4:43:54 PM Eastern Daylight Time

From: Keisha Stokes <StokesK@wcsu.edu>

To: users-aca <users-aca@wcsu.edu>. users-adm@wcsu.edu>. users-adm@wcsu.edu>. users-adm@wcsu.edu>.

users-aca <users-aca@wcsu.edu>, users-adm <users-adm@wcsu.edu>, users-stu <usersstu@wcsu.edu>

Attachments: image001.png, University Memo on Notice of Non-Discrimination.docx

From the Office of Diversity & Equity

To all Faculty, Staff, and Students,

In complying with the letter and spirit of applicable state and federal laws, such as Title VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, The Age Discrimination in Employment Act (ADEA), and The Americans with Disabilities Act and ADA Amendments, and in pursuing the University's own goals of diversity and inclusion, all members of the University community are advised that a publicized notice of non-discrimination statement is now posted and available on the University website. Please click here to review and access this information at your discretion.

More information about the attached notice will follow from printed University posters and other online materials. If you have any questions, please feel free to contact the Office of Diversity and Equity at (203) 837-8444.

Thank you.

OFFICE OF DIVERSITY & EQUITY
Western Connecticut State University

203-837-8444 | ₹ 203-837-8503
Website: https://www.wcsu.edu/diversity/

Aspire.

CONFIDENTIALITY NOTICE:

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OFFICE OF DIVERSITY & EQUITY

MEMORANDUM

TO: All Faculty, Staff and Students

FROM: Jesenia Minier-Delgado

Chief Diversity Officer

DATE: September 14, 2017

RE: Non-Discrimination Notice

In complying with the letter and spirit of applicable state and federal laws, such as Title VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, The Age Discrimination in Employment Act (ADEA), and The Americans with Disabilities Act and ADA Amendments, and in pursuing the University's own goals of diversity and inclusion, all members of the University community are advised that a publicized notice of non-discrimination statement is now posted and available on the University website. Please click here to review and access this information at your discretion.

More information about the attached notice will follow from printed University posters and other online materials. If you have any questions, please feel free to contact the Office of Diversity and Equity at (203) 837-8444.

Thank you.





OFFICE OF DIVERSITY & EQUITY

MEMORANDUM

TO:

All Faculty, Staff and Students

FROM:

Jesenia Minier-Delgado

Chief Diversity Officer

DATE:

January 8, 2018

RE:

WCSU 2017 Affirmative Action Plan

In accordance with the Connecticut Commission on Human Rights and Opportunities (CHRO) Affirmative Action Regulations, it is established that all internal communications pertaining to the Affirmative Action Plan, contain a notice to employees on their have the right to review and comment on the Plan during the review period.

From January 1st to March 31st is when employees can request to either obtain a copy or to review and comment on the Plan. You may review and comment on the Plan during the Plan's review period and that all comments should be addressed to:

Mrs. Jesenia Minier-Delgado Chief Diversity Officer University Hall 214 181 White St., Danbury, CT 06810 Telephone: (203) 837-8277

Email: minierdelgadoj@wcsu.edu

In accordance with this practice, after notification from the Commission on Human Rights and Opportunities of the disposition of this Plan, a written (and email) notice will be sent to all employees (on or after January 31st, 2018) informing them of their electronic accessibility to the filed 2017 Affirmative Action Plan.

During this time, please feel free to send any noted questions and/or comments about this action or to request to review the 2017 Affirmative Action Plan. Thank you.

Subject: Updated Office of Diversity and Equity webpage

Date: Wednesday, January 31, 2018 at 6:54:45 PM Eastern Standard Time

From: Jesenia Minier-Delgado <minierdelgadoj@wcsu.edu>

To: users-aca <users-aca@wcsu.edu>, users-adm <users-adm@wcsu.edu>, users-stu <users-

stu@wcsu.edu>

Attachments: image001.png

From the Office of Diversity & Equity

To all Students, Faculty, and Staff,

Welcome back to the Spring 2018 semester.

The Office of Diversity and Equity presents an updated webpage (please <u>click here</u> for immediate access) that provides readily accessible guidance and information to the Western community. The revised webpage has been designed as a resource tool to assists our students, alumni, faculty, administrative staff and the general public in obtaining current information regarding specific areas related to Diversity and Inclusion.

Some of the items available are:

- 1. Revised ADA University Statement and resources on reasonable accommodation for medical circumstances
- 2. The University's Affirmative Action Plan
- 3. Cultural Diversity Programming and Training(s)
- 4. Information on Discrimination Complaints
- 5. Policies and Procedures
- 6. Information on Committees and Working Groups
- 7. Diversity Resources and Information
- 8. Search Procedures
- 9. What is Title IX and CaRRT?
- 10. Information on the Campus Response and Resource Team (CaRRT)
- 11. Workplace Transgender Guidance

Inclusive of these new updates is the newly created <u>2018 University Diversity Calendar</u> for Western (found in the section named Diversity Resources and Information). I highly encourage everyone to review this calendar as it provides educational information about religious and non-religious holidays and observed days throughout the year. This calendar provides us all with an opportunity to learn more about various cultural and religious events, and allows faculty to build on academic curriculum and learning.

The Office of Diversity and Equity webpage will continue to change and expand with more information to follow. I ask that you periodically check the webpage to remain current on all posted resources and information. As the University's Chief Diversity Officer, ADA Compliance/Title IX Coordinator, Mrs. Jesenia Minier-Delgado is always available to provide guided assistance. If you have any questions, please do not hesitate to contact the Office of Diversity and Equity at (203) 837-8444.

WESTERN CONNECITCUT STATE UNIVERSITY AFFIRMATIVE ACTION PLAN

Summary of Objectives

- To affirm the commitment to Active Action by Western Connecticut State University's President and campus community.
- To provide fair and equitable employment practices.
- To undertake with conviction and effort, positive steps to overcome the present effectives of past practices, policies and/or barriers to equal employment opportunity.
- To achieve the full participation of protected groups, which include: American Indians/Alaskan Natives, Asians, African Americans/Blacks, Hispanic/Latino, Whites, Native Hawaiians or Other Pacific Islanders, and/or other protected race groups found to be underutilized in the workforce, or adversely impacted by system policies or practices.
- To make good faith efforts to achieve goals and timetables set forth in the Affirmative Action Plan.
- To provide a detailed, results-oriented set of procedures, prepared and approved in accordance with the Affirmative Action Regulations for State Agencies, that blueprint a strategy to combat discrimination and achieve action.

Section C

Element No. 3

EXTERNAL COMMUNICATION & RECRUITMENT STRATEGIES

Sec. 46a-68-80

External Communication

Under Section 46a-68-80(a) of the Affirmative Action Regulations of Connecticut State Agencies, Western Connecticut State University sends, on a regular basis, written expression of the University's commitment to diversely recruit for current positions.

- (b) Western Connecticut State University has put itself on public record as an Affirmative Action/Equal Employment Opportunity Employer. Consistent with that posture:
 - (1) Written expression of the University's commitment to Affirmative Action and Equal Employment Opportunity and a notice of job availability to the list of recruiting sources and organizations that are capable of referring qualified applicants for employment. Effective September 1, 2017, the Office of Diversity and Equity implemented a directory called "The Diversity Resource Guide For Job Advertisements" that lists various diverse recruitment sources, centers, institutions and organizations where said written expression and notification of job availability are sent.
 - (2) On a continuous basis, all union contracts contain a non-discrimination clause. The Chief Human Resources Officer represents the University in collective bargaining between the state and the union. The Chief Diversity Officer annually notifies all unions which represent agency employees for collective bargaining purposes that the University is an Affirmative Action/Equal Opportunity Employer and invites all unions to review and comment upon the University's Affirmative Action Plan. (See attached letters).
- (c) The University has undertaken positive relationship building activity to ensure that affirmative action is more than a paper commitment. The Chief Diversity Officer and the Chief Human Resources Officer as well as other University management officials, such as the University's Vice Presidents, Deans, Managerial and Supervisory staff as well as members of all designated search committees in order to make personal contacts with local, state and national recruitment sources in a concerted effort to maintain a successful, talent pipeline recruitment program.

All employment advertisements include notification that Western Connecticut State University is an affirmative action/equal employment opportunity educator and employer. Except in the case of a bona fide occupational qualification or need, employment advertising does not, and will not make reference to age or gender, and clearly conveys the desire of the University to employ members of under-represented groups. During this reporting period, the Chief Diversity Officer reviews all position announcements and advertising for compliance with this requirement. She will continue the long-standing practice of reviewing all position announcements and advertisements prior to finalization, scrutinizing for artificial barriers and discriminatory language.

The utilization of publication sources that include media that targets a protected class audience in the labor market area(s), most relevant for filling a position, continued to be a part of the University's recruitment program.

Local and national recruitment sources continue to expand, providing a wider base to draw applicants for employment. An affirmative action job search process continues to be an integral component of filling positions, facilitating the involvement of Affirmative Action from the onset of hiring activity to the actual filling of the position. The process keeps affirmative action in the forefront of all hiring activity, but more important, the goals of the Affirmative Action Plan are always under consideration.

Recruitment/outreach activities will now be extended to other known university entities, such as university centers, institutes and associations. A system is in place whereby position announcements are routinely sent to various agencies by the Office of Diversity & Equity for posting and distribution. In return, the university posts employment announcements through the DAS website and by email from other agencies.

As unclassified positions become available, a position announcement is sent to protected class recruiting sources. The announcement is sent in an affirmative effort to reach protected class persons. We want to reach as many potential applicants as we can with notification of employment opportunities. The department that houses the position is requested by the Chief Diversity Officer to make every effort to recruit protected class persons. The professorial (faculty) titles and other known university titles also request to recruit potential minority candidates at professional meetings that often occur at the national level.

As classified positions become available, a system is in place whereby Human Resources routinely notifies classified employees of the employment/promotional opportunity. Classified positions are listed with the Department of Administrative Services (DAS) and advertised in local and regional newspapers, both in print and online. These positions are also sent to recruitment sources that may be helpful in the University's recruitment efforts.

The University continues to utilize various media sources such as newspapers, web sites, publications, and associations conducive to affirmative action efforts. The list include the following: Chronicle of Higher Education, Danbury News Times, Hartford Courant, Northeast Minority News, Stamford Advocate, New Haven Register, Connecticut Post, Immigrant, Student Affairs Placement, Career Builders, El Canillita, Waterbury Republican, La Tribuna, National Association of College and University Business Officers, National Association of Black Social Workers, American Society of Women Accountants, the American Institute of CPA's, Diverse Issues in Higher Education, Education Week, AACTE, CEA, Black Collegiate, Chemical Engineering News, NCAA News, Historically Black College Career Center, ACA Career Center, Counseling Today, Black Nurses Association, APA Monitor, New England Psychologist Newsletter, Connecticut Psychological Association Newsletter, Connecticut Association of Professional Financial Aid Administrators, NADOHE, NEACUHO, ASJA, College and Research Library, ACSM Health and Fitness Journal, American Journal of Physical Health

Education, Journal of Health Education, American Public Health Association, Career Mart, American Journal of Public Health, Academic Careers, Council for Support and Advancement of Education, University of Bridgeport Daily, AACN, American Journal of Nursing, Journal of Nursing Education Minority Nurse Newsletter, and Journal of Cultural Diversity.

The University maintains membership status with the following organizations as another means of expanding its Hispanic recruitment efforts:

- 1. Connecticut Association of Latin Americans in Higher Education;
- 2. The Hispanic Center of Danbury

The Office of Diversity and Equity maintains an annual subscription to Diversity.com and various other websites for recruiting, which includes but is not limited to the following: Health-Net, CAHALE.com, Career Builders.com, NACHUO.net, Higheredjobs.com, Fairfield County Jobs.com, DAS website, NASPA.com, Academic Careers on Line, Sciencejobs.com, NCAA News website, ACA Career Center website, Counseling Today website, APA Monitor website, New England Psychologist website, Connecticut Psychological Association website, Telecomcareers.net, Computerwork.net, NACCU website, Student Affairs.com, Journal of Health Education website, American Journal of Nursing website, Journal of Nursing Education website, Minority Nurse Newsletter website, Journal of Cultural Diversity website, Academic Careers Online, AACN website, ABNF website, Telecomcareer.net, and Computerwork.com. These media sources are used in direct correlation with the related vacancy; and therefore, not all position announcements will appear in each venue.

Effective January 1, 2018, the Chief Diversity Officer facilitated an institutional membership through June 30, 2019 with the Metropolitan New York and Southern Connecticut Higher Education Recruitment Consortium (HERC) as a recruitment source and target recruitment efforts with their 26,000+ users to post and advertise all faculty and administrative open positions primarily across the tristate area (i.e., Northeast region). Finally, all positions continue to be advertised on the University website.

All bidders, contractors, subcontractors and suppliers of materials are continuously notified of the University's Affirmative Action Policy. In keeping with University practice, all bidders, contractors, subcontractors and suppliers of materials are notified that the University will not knowingly do business with any bidder, contractor, subcontractor, or supplier of materials who discriminates against members of any class protected under Section 4a-60 and 4a-60 of the Connecticut General Statutes.

The participation of minority business enterprises meeting qualifications established in regulations issued pursuant to the Connecticut General Statutes or federal law, is solicited and encouraged. The University refrains from knowingly doing business with any bidder, contractor, subcontractor, or supplier of materials debarred from participation in any federal or state contract program, or found to be in violation of any state or federal anti-discrimination law; and will promptly report any behavior inconsistent therewith to the

Commission or other appropriate authorities for investigation; and encourages bidders, contractors, subcontractors, or suppliers of materials to develop and implement affirmative action plans of their own.

The Office of Diversity & Equity continues to utilize recruitment directories and publications that provide outreach to peoples in protected and underutilized populations. The directory includes hundreds of sources and additional sources continue to be added on the ongoing basis. The list of directories and publications include the following:

Association of University Centers on Disability Resource Directory: This directory is a resource that aids in the University's outreach to persons with disabilities by providing the identification of outreach sources by name and address.

Big Ten Academic Alliance Directory of Minority, Ph.D.. MFA and MLS Candidates and Recipients: Contains a listing of advance graduate students who are in the final phase of their doctoral work at various New England campuses.

Biomedical Sciences Careers Program New England Resource Directory: Provides information to students, advisors, and administrators on outreach efforts, internships and biomedical/science related programs at New England institutions, hospitals, and biomedical and biotechnology organizations.

<u>CollegeCalc Directory of New England Colleges.</u>
<u>Universities and Institutes</u>: Contains a complete listing of all New England colleges, universities and institutes including degrees offered at each and personnel information with title for each.

<u>HBCU Connect</u>: Contains a national listing of minority from research universities in the United States, as well as pertinent academic information pertaining to the persons listed.

Hispanic Outlook on Education: A national higher education publication, tantamount to a counterpart for the Diverse Issues in Higher Education, advertises positions and discusses issues in American higher education.

Minority Postdoc for Minority and Women Doctoral Directories: Contains a national listing of minority and women from research universities in the United States, as well as pertinent academic information pertaining to the persons listed.

Permanent Commission on the Status of Women (PCSW) 2014 Directory of Women's Organizations in Connecticut: Contains over 500 entries listed alphabetically by county, with contact names, addresses, telephone and fax numbers for each organization.

The Ph.D. Project: Contains a listing of doctoral students who are in the final phase of their doctoral work at various minority serving institutions (MSI) across the United States.

<u>UnivSearch Higher Education Directory</u>: A directory of accredited postsecondary, degree granting institutions that are accredited by regional, national, professional and specialized agencies recognized by accrediting bodies of the U.S. Department of Education and the Council of Higher Education.

The Office of Diversity & Equity maintains a list of email addresses for agencies to which we distribute position announcements and advertisements. The result of this undertaking is readily apparent as is evidenced by timely and consistent follow-up and inquiries to our position announcements. Furthermore, the University receives all applications via electronic submission and the Office of Diversity & Equity collects Affirmative Action data electronically from all applications that are submitted electronically.

Western Connecticut State University is easily recognized by its official logo which is placed on all position advertisements. The University send various press releases to radio station networks in Danbury, Hartford, Norwalk, and Bridgeport. Various newspaper media are also used as recruitment sources in Hartford, Bridgeport and Stamford.

When needed, the radio networks utilized are the following:

Hartford	Danbury	Norwalk	Bridgeport
WHCN	WINE	WEFX	WEBE
WKSS	WATR		
WMRQ	WSHU		
WNPR			

The Office of Diversity & Equity and the Human Resources Department maintain an adequate budget for advertising positions and the University continues its involvement with the community and outreach via professional affiliations and memberships, by various University professionals, on a multitude of organizational boards and committees.

The University continues to host meetings, workshops, conferences, etc. for the community and others as the University remains committed to partnering with agencies and organizations that have the potential to attract peoples in the protected and underutilized populations into the University's workforce. Specific connections include, but are not limited to, the following:

<u>CSU Diversity and Equity Committee</u> – The University have representatives who serve as faculty/staff and student advisors for the CSU System Office.

Connecticut Institute For Communities, Inc. - The University is represented on the Board of Directors.

<u>Danbury Youth Services</u> – The University supports the executive staff of the Danbury Youth Services and have collaborated with several offsite events throughout the year.

Governor's Coalition for Youth with Disabilities – The University has served as a participant of the Governor's Coalition for Youth with Disabilities.

<u>The Global Majority</u> – The University continues to be a sponsor of the Connecticut State University Global Majority Retreat, which provides the opportunity to network with other system universities and community college colleagues. The Office of Intercultural Affairs continues to provide financial assistance for employees who want to attend the Global Majority Retreat.

<u>Harambee Youth Center</u> – The University supports the executive staff of the Harambee Youth Center and have collaborated with several offsite events throughout the year.

<u>Hord Foundation</u> – The University continued its positive relationship with the Hord Foundation, an established foundation that serves the Black community of Danbury. The University is represented on the Advisory Board of the Hord Foundation.

Metro New York/Southern Connecticut Higher Education Recruitment Consortium – The Chief Diversity Officer serves as the point of contact and member liaison for this consortium.

Prior to advertising a position, the Chief Diversity Officer reviews the qualifications for appropriateness of content, including Western Connecticut State University's non-discrimination notice and other statements that are articulated in our commitment to employing members of protected and underutilized populations.

In summary, Western Connecticut State University continues its pursuit to expand its external communication activity in furtherance of its commitment to Affirmative Action. Hiring and program goals have been set forth to further strengthen our recruitment capacity.

Contract Compliance

Under Section 46a-68-80(c) of the Affirmative Action Regulations of Connecticut State Agencies, the President of Western Connecticut State University has designated the Chief Diversity Officer to monitor the University's good faith effort in the area of Contract Compliance. The Vice President of Finance and Administration who has overall responsibility for University contracting and purchasing operations is the person accountable to the President for Contract Compliance. This section has been prepared in consultation with and reviewed by the Director of Administrative Services and the Associate Director of Administrative Services who are intimately involved in all contracting projects and are responsible for purchasing activity.

Progress that has been made is reflective of the good faith efforts of the Director of Administrative Services, the Associate Director of Administrative Services, Director of Planning and Engineering, and the Executive Assistant to the President/Chief Diversity Officer, who keep a focus on Contract Compliance and diligently strive to enhance the University's Contract Compliance efforts. It is noted that sexual orientation continues to be cited as a protected class in purchase orders and contracts.

The Chief Diversity Officer is the University's Affirmative Action community liaison for Contract Compliance. These responsibilities include community outreach; follow up visitation, internal collaboration, and other related duties.

As required, the University submitted all required Contract Compliance reports to the Department of Administrative Services/Business Connections. We continue to work diligently in this very important area and continue to see progress. Also, the University has not received any correspondence from Administrative Services or the Commission regarding the above report submissions that reflects negatively on goal achievement. These reports were submitted on a quarterly basis, and copies are provided in this section of the plan. As the University Affirmative Action Plan reporting period straddles two fiscal years, the Contract Compliance reports cover the 4th Quarter of FY 2017 and the 1st through 3rd Quarters of FY 2018.

This narrative reflects collective input from the Director of Administrative Services. Good faith efforts were made to increase the number of small and minority business enterprises doing business with the University. The Director of Administrative Services and Associate Director of Administrative Services focused on this initiative, and as a result, were successful in identifying nineteen new SBE/MBE vendors who were awarded contracts.

MBE's include:

- ASA Environmental Products Inc.
- Beaulieu Company LLC.
- Biron Agency
- Caruso Electric

- K and P Facilities Maintenance
- MA Arnold II LLC

SBE's include:

- Above and Beyond Equipment
- Amenta Emma Architects
- PC Blanchette Sporting Goods
- C and C Mechanical Insulation
- Control Systems Inc.
- Herb's Sports Shop Inc.
- Mazzotta Rentals
- Mulvaney Mechanical
- Noriss and Ferraris
- Plumbing Solutions
- Seismic Control
- Stewart Staffing Solutions
- Summit Crane

In addition to the above, contractors who were introducing themselves to the University through a presentation or other means were introduced to the Connecticut DAS Business Connections Set-Aside program. The University continues to update its procurement website to include resources for potential vendors, including resource links for SBE/MBE and bid opportunities at the University. This was done in an attempt to increase the University's opportunities in realizing its goals. Invitation to bid advertisements were placed in LaVoz Hispana as another resource for attracting small and minority businesses. At each bid conference, vendors are informed of the set aside requirements for the bid project, in our ongoing efforts to insure contract compliance. The University also participates in the Connecticut. Business Advantage Matchmaker Conference to meet potential new contractors that are registered SBE's and MBE's.

The University aggressively engaged in high volume telephone communication, followed up on leads, maintained collaborative internal communication, and networked with the DAS, other Universities, and local organizations to locate SBE/MBE vendors

The University ensured that projects identified with a construction value of up to \$500,000 were only offered to SBE/MBE state certified businesses. Bid ads were stated as such.

Attention was paid to identifying contractors who have been awarded contracts in an ordinary fashion, but who might qualify as SBE/MBE/WBE certified. The Director of Administrative Services continued to encourage such contractors to secure state certification.

The web page of the State of Connecticut Department of Administrative Services was aggressively utilized for identifying and contacting certified contractors for notification

of purchasing and contracting opportunities. The University took a proactive approach to reaching out, as opposed to a traditional approach of sponsoring a bid and waiting for responses.

To secure proper language for bids and help achieve contracting goals, the University continues to work closely with the Commission on Human Rights and Opportunities. In addition, the "Form of Proposal Set-Aside Worksheet" was added to all construction bids to insure contract compliance with set aside guidelines. The University continues to emphasize this important program and seeks additional opportunities for small and minority business contracting.

The University continues proactive measures and good faith efforts in the area of Contract Compliance. Good faith effort was made in reaching out to persons with disabilities. Outreach continued with WeCahr, with discussions on assisting the University with identifying persons with disabilities who may be interested in participating in the Contract Compliance program. The Chief Diversity Officer conducted outreach to persons with disabilities through Ability Beyond Disability and WeCahr.

The Office Diversity and Equity coordinates an annual presentation for the University community to provide SBE/WBE/MBE and people with disabilities information with information on the Contract Compliance program. The presentation is realized from the invaluable assistance and collaboration from the Offices of Planning and Engineering, and Purchasing. The goal of the workshop/presentation is to increase the number of SBE/MBE/WBE and persons with disabilities that pursue certification by the state.

In addition to the workshops hosted by the University, the Chief Diversity Officer made visits to the following community organizations:

La Tribuna:

A Brazilian newspaper that distributes its paper at no charge in the Greater Danbury area.

The Brazilian Community Center:

The Brazilian Community Center champions issues in the Brazilian community.

Ability Beyond Disability:

The agency specializes in the oversight of residential programs and services. The agency will be a resource for the University's effort to identify businesses owned by individuals with disabilities.

Association of African American Organizations:

Represents organizations with a mission to service the African American community in the Greater Danbury Area.

Representatives from the organization were invited to the above referenced information session.

The Hispanic Center of Greater Danbury:

The Hispanic Center of Greater Danbury champions issues in the Hispanic community for Western Connecticut.

The Brazilian Business Expo:

Businesses that promote opportunities within the Brazilian community.

Discussions between the Offices of Diversity and Equity, Purchasing, and Planning and Engineering continued and enabled the collective writing of this section. It has been established that copies of bidding specs are to be provided to the Office of Diversity and Equity. Also, the Director of Planning and Engineering gives an early alert to the Office of Diversity and Equity of upcoming projects. A team outreach strategy is in place to maximize our contract compliance efforts.

The required Contract Compliance reporting forms are included in this section of the Plan. Also included is the University's annual goal calculation sheet and request for exemption. The response from the Department of Administrative Services is also included. The Notification to Bidders form includes persons with disabilities and sexual orientation. This form is part of our bidder's manual. The manual has not been included as a former reviewer has previously indicated that this is not necessary.

For FY 2018, the University was assigned contracting goals totaling \$582,943.00 for Small Business Enterprises of which \$145,735.75 is the goal for Minority Business Enterprises for standard purchases. For FY 2018, through the completion of the third quarter, the University realized over 99% of its contracting goals with Small Business Enterprises and over 150% of its contracting goals with Minority Business Enterprises. In addition, for the construction contracting goals totaling \$575,387.00, through the end of the third quarter, \$872,225.76, has been awarded to small business enterprises of which \$218,806.04 was awarded to minority business enterprises.

The March 31, 2018 report provides the yearly summary of the total dollar contracts and number of contracts awarded for the FY 2018. The breakdown of small contractor purchases/contracts, MBE purchases, and MBE good faith efforts are identified. Highlights of this summary include the inclusion of new vendors and the overall strength of SBE/MBE contracting at the University.

The Associate Director of Administrative Services continued to be attentive to Contract Compliance reporting requirements as well as good faith effort contract compliance strategies. Systems are in place to allows for ongoing monitoring and report preparation.

Additional activities that the University continues to find helpful in its Contract Compliance endeavors are:

- Seeking out certified contractors
- Networking
- On site presentations of goods and services by potential contractors
- Direct contact with contractors
- Providing information to contractors about bidding and contracting procedures
- Identifying a person within the University to oversee, monitor and report to the President, the status of contract compliance within the University
- Encouraging certification of small contractors and minority business enterprises
- Internal Communications
- The State DAS web page listing of identifying SBE, WBE, and MBE participants

Problem areas that continue to be noted by the University in its endeavors are:

- Contracts established by the Department of Administrative Services that pre-empt direct contracting with small contractors and/or minority business enterprises
- Competitive bids reserved for set-aside vendors may yield no results that require a re-bid situation. Increased participation is needed in the set-aside program.
- Prices received by set aside vendors tend to be higher because of the cost of doing business in Connecticut.

The good faith effort initiatives that have been undertaken and initiatives that are currently underway will surely continue to strengthen the University in its Contract Compliance endeavors.

Western Connecticut State University will continue its good faith efforts and attentiveness to achieve the highest levels possible in its Contract Compliance program.

Section C

Element No. 3 (a)

EXTERNAL COMMUNICATION & RECRUITMENT STRATEGIES

Sec. 46a-68-80

(ATTACHMENTS AND DOCUMENTATION)

DEPARTMENT OF ADMINISTRATIVE SERVICES

SMALL/ MINORITY BUSINESS ENTERPRISE QUARTERLY REPORT

FISCAL YEAR

2017

SUPPLIER DIVERSITY PROGRAM

Back-Up Sheets require Totals for each MBE Category

Fiscal	l Year Quarter	4th	Fis	cal Year Period				
ENTER	THIS QTR-	4th						
Agency Name:	Western Ct. Stat	e University	The same and the same date of	Agency Number:	that the Nation of the special decision who are the	7	'803	
Prepared by:	Esther Boriss		9 1 7 6 8	E-mail Address:	borisse@wc	su.e	edu	
	203-837-8758		Pleas	se submit a digital copy	of this form	to l	Donald.Braman@c	t.gov
		BLE (ALL SOURCES) FROM YOU e) From The Annual Goals Calcula				\$	123,704,123.00	
2) Amour	nt Available for S	mall/Minority Business Program DEDUCTIONS/EXEMPTIONS	10115	кероп		\$	2,331,772.00	
		et Aside - Small/Minority Busines	s Ente	erprises (Combined)		\$	582,943.00	
4) 25% of	fline # 3 Tctal- S	et Aside - Minority Business Ente	rprise	s only		\$	145,735.75	
				QUARTER	Number		YEAR TO DATE	Number
				TOTALS (\$)	Contracts		TOTALS (\$)	Contracts
5) Total A	Agency FY Expen	ditures for Purchases and Contra	\$	1,765,665.52	350	\$	12,318,606.76	1,663
from S Combir	mall and Minority ned TOTALS OF	SBE AND MBE EXPENDITURES	\$	108,982.63	23	\$	922,079.45	168
		ditures for Purchases and Business Enterprises (MBE) only.						
A) Amer	ican Indian (N)							
B) Asian	(A)							
C) Black	· ·		\$	4,100.00	2	\$	20,307.00	4
	oled Individual (D)				\$	2,825.00	1
E) Hispa	ınic (H)		\$	50,000.00	1	\$	198,805.00	2
F) Iberia	n Peninsula (I)					L.		
G) Disab	led American Ind	lian (DN)						
H) Disab	oled Asian Ameri	can (DA)						
l) Disab	led Black Americ	an (DB)						
J) Disab	led Hispanic Am	erican (DH)						<u> </u>
K) Disab	oled Iberian Penir	nsula American (DI)						
L) Woma	an (W)		\$	5,383.00	4	\$	274,929.47	41
M) Woma	an American Indi	an (NW)				L		
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P) Woma	an Disabled (DW)				П		
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R) Wom	an Iberian Penins	sula (IW)	\$	7,479.16	3	\$	32,466.82	16
S) Disab	oled American Inc	dian Woman (DNW)						
T) Disab	led Asian Ameri	can Woman (DAW)						
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INDE TO	TAI (11 6 10					1 .	500 000 00	

Fiscal Year 2016 - 2017

SMALL/ MINORITY BUSINESS ENTERPRISE QUARTERLY REPORT DEPARTMENT OF ADMINISTRATIVE SERVICES SUPPLIER DIVERSITY PROGRAM SMALL

BE SURE TO INCLUDE SUBTOTALS FOR EACH MINORITY CATEGORY!!!

FY QUARTER PERIOD If not utilizing C.O.R.E., DID YOU VALIDATE C	OMPANY	In reporting data below, does your Ager AS A CURRENT SBE AND/OR MBE Yes_X	ncy utilize C.O.R.E.?	NO
Agency Name:	Western Ct. State University			
Report Prepared by:	Esther Boriss	SS	Agency Number:	
CERTIFIED V	CERTIFIED VENDORS ONLY		ACTUAL EXPENDITURES	SPECIFY:
	(A)	(B)	(5)	(Q)
Small Business	Small Business Enterprise (SBE) OR	State Contract #	DAS Certified SBE/MBE	MBE
Minority Business Ent	Minority Business Enterprise (MBE) Vendor Name	OR P.O. #	AMOUNT	Category
John W Gross Co		P0045434/45506	2,392.00	Μ
Mazene Inc		P0045463	\$ 1,631.00	>
New England Masonry and Roof	Roof	p0045442	4,360.00	>
				W 5383.00
C & C Janitorial Supplies		MHEC MC15-G17	7,479.16	IW-7479.16
Bohannon & Vines Transportation	tation	po45371/45515		B-4100.00
Go To Commercial Cleaning Service	Service	Bid 2016erb0307	20,000.00	H-50,000.00
			M .	MBE: 66,962.16
Billings Sports		P0045384 & CC's	\$ 7,414.88	SBE
Coach Tours		P0045401	\$ 1,188.00	SBE
Danielle's LLC		Bid 2017erb0327	\$ 2,280.60	SBE
Fire Protection Testing		P0045393		SBE
Flow Tech, Inc.		multiple PO's CC		SBE
Mercury Cabling Systems		SO-17-14		SBE
Norris & Ferraris		P0045345		SBE
Suburban Stationers, Inc.		12psx0184		SBE
T and T Complete Landscaping	ing	P0045155	1,000.00	SBE
Utility Communications Inc		P0045385	\$ 2,025.00	SB
		SBE/MBE TOTAL	\$ 108,982.63	

DEPARTMENT OF ADMINISTRATIVE SERVICES

FISCAL YEAR

SUPPLIER DIVERSITY PROGRAM

Back-Up Sheets require Totals for each MBE Category

SMALL/MINORITY BUSINESS ENTERPRISE QUARTERLY REPORT - for Reporting Capital Improvement Expenditures

Please Submit a copy of this form and Back-Up Sheets via InterOffice Mail to CHRO @ 25 SIGOURNEY ST, Hartford CT 06106

FISCE ENTER	al Year Quarter 1ST / 2ND / 3RD / 4TH THIS QTR-4th	riscai	Year Period				
Agency Name:	Western CT State University	1	Agency Number:	100 per cita del con del con cita con	7	803	
Prepared by:	Esther Boriss	1	E-mail Address:	borisse@wc	su.e	du	
Tel. # -	203-837-8758	i					
	CAPITAL IMPROVEMENT FUNDS AVAILABLE FROM Y				\$	2,882,000.00	
Page	e 1 (Summary Page) From The Annual Goals Calcu	ulations F	Report		Ť		
			TOTALS (\$)	Contracts		TOTALS (\$)	Contracts
from Sm	gency FY Capital Improvements Expenditures for Purchases nall and Minority Contractors. ed TOTALS OF SBE AND MBE EXPENDITURES	\$	456,911.67	22	\$	2,804,389.92	92
from Mir	gency FY Capital Improvements Expenditures for Purchases nority Business Enterprises (MBE) only. ATEGORIZE:						
A) Amer	ican Indian (N)						
B) Asiar	ı (A)	\$	63,000.00	1	\$	63,000.00	1
C) Black	(B)				\$	138,575.00	4
D) Disat	oled Individual (D)	<u> </u>		ļ			
E) Hisp	anic (H)	\$	3,180.00	1	\$	91,720.00	14
F) Iberia	an Peninsula (I)				\$	757,612.77	3
G) Disat	oled American Indian (DN)						
H) Disa	bled Asian American (DA)						77
!) Disal	bled Black American (DB)						
J) Disal	bled Hispanic American (DH)						
K) Disa	bled Iberian Peninsula American (DI)						
L) Worr	nan (W)	\$	190,492.00	7	\$	404,050.69	18
M) Wom	an American Indian (NW)						f
N) Won	nan Asian (AW)						
O) Wor	nan Black (BW)						
P) Won	nan Disabled (DW)						
Q) Won	nan Hispanic (HW)			=			
R) Won	nan Iberian Peninsula (IW)				\vdash		
S) Disa	bled American Indian Woman (DNW)				T		
T) Disa	bled Asian American Woman (DAW)	1					
ប) Disa	bled Black American Woman (DBW)		* *				
	bled Hispanic American Woman (DHW)	1			\top		
	abled Iberian Peninsula American Woman (DIW)						
	DisBE TOTAL (Lines D, G, H, I, J, K, P, S,T,U, V, & W)	\$	•		\$	- 4	4
	WBE TOTAL [Lines L - W]	\$	190,492.00		\$	404,050.69	
	MBE TOTAL {Lines A - W}	\$	256,672.00		\$	1,454,958.46	1

Fiscal Year 2017

DEPARTMENT OF ADMINISTRATIVE SERVICES SUPPLIER DIVERSITY PROGRAM

SMALL/ MINORITY BUSINESS ENTERPRISE QUARTERLY REPORT FOR REPORTING CAPITAL IMPROVEMENT EXPENDITURES BE SURE TO INCLUDE SUBTOTALS FOR EACH MINORITY CATEGORY ON THIS FORM!!!

FY QUARTER PERIOD	4th Quarter	In reporting data below	In reporting data below, does your Agency utilize C.O.R.E.?	YES	
If not utilizing C.O.R.E., DID YOU VALIDATE	O YOU VALIDATE COMPANY AS	COMPANY AS A CURRENT SBE AND/OR MBE YES XXX	JOR MBE Yes XXX No	ON	
Agency Name:	Western Connecticut State University	versity			
Report Prepared by:	Esther Boriss	SS	Agency Number:	7803	
CERTIFIED V	CERTIFIED VENDORS ONLY		ACTUAL EXPENDITURES	SPECIFY:	盖
	(A)	(B)	(2)	(a)	
Small Business	Small Business Enterprise (SBE) OR Miscrity Business Enterprise (MBE) Vender Name	State Contract #	DAS Certified SBE/MBE	MBE	
Bemis Associates LLC	cipies (mar) vender valle	0045400/DCS-mep-003	\$ 40,000.00	*	100
Kilcourse Specialty Products		p0045581	\$ 5,443.00		
New England Masonry and Roofing	Roofing	13psx0235	\$93,049.00	×	
O'Riordan Migani Architects		045390/dcs-mbe/arc/00	\$ 52,000.00	W-190492.00	
Pinnacle Maintenance LLC		p0045556	\$3,180.00	H-3180.00	
Oak Park Architects LLC		p0045319/dcs-arc-0053	\$63,000.00	A-63000	
		d. See and with with a man one may are give may they want that has they that they man may want you they had a distribution of the see and man		MBE-256,672	
Danielles LLC		bid 2017erb0327	\$ 11,631.00	SBE	
AWL Painting LLC		13psx0235	\$ 9,950.00	SBE	
Bartholomew Contract Interiors	de despesa propries que ser estado de propresa de servicio de la fast de persona de servicio de servic	12psx0307/15psx0041	\$ 73,828.98	SBE	
M&S Paving and Sealing Inc.		P0045415	\$ 10,000.00	SBE	
Mercury Cabling Systems		bid2017erb0322	\$ 36,159.69	SBE	
Swan Associates Inc		bid2017erb0331	\$ 58,670.00	58,670.00 SBE-\$200239.67	

DEPARTMENT OF ADMINISTRATIVE SERVICES SUPPLIER DIVERSITY PROGRAM

FISCAL YEAR

2018

Back-Up Sheets require Totals for each MBE Category

SMALL/ MINORIT	BUSINESS	ENTERPRISE	QUARTERLY	REPORT
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Fisca	l Year C	Quarter	1st	Fis	cal Year Period				
ENTER	THIS	QTR-	1st	•				n ann ann ann ann ann ann ann ann ann a	
			~~~~~~~~~	-	<b>A</b>				E
Agency Name:	Weste		University		Agency Number:		78	103	
Prepared	i		tions a special special way it was a too a too a too a few at their		E-mail				
by:	Estner	Boriss		1	Address:	borisse@wc		<u>ıu</u>	
Tel. # -	203-8	37-8758		<u>Pleas</u>	se submit a digital copy	of this form	to jo	shua.goldberg@	ct.gov
1) TOTAL			BLE (ALL SOURCES) FROM YOU						
			e) From The Annual Goals Calcu nall/Minority Business Program	lations	Report				
			DEDUCTIONS/EXEMPTIONS						
3) 25% of	f line # :	2 Total - Se	et Aside - Small/Minority Busine	ss Ente	erprises (Combined)				
4) 25% of	f line # :	3 Total- Se	et Aside - Minority Business Ent	erprise	s only				
					QUARTER	Number	Y	EAR TO DATE	Number
					TOTALS (\$)	Contracts		TOTALS (\$)	Contract
5) Total A	Agency	FY Expend	ditures for Purchases and Contr	a \$	5,990,511.25	435	\$	5,990,511.25	435
from S	mall an	d Minority	ditures for Purchases and Contractors.	\$	519,380.12	59	\$	519,380.12	59
			BE AND MBE EXPENDITURES	-			Щ.		ŀ
			ditures for Purchases and usiness Enterprises (MBE) only.						
			asiness Enterprises (inde, only.		****				
A) Amer		fian (N)		↓			_		
B) Asian	· ·			1				<u> </u>	
C) Black				\$	96,660.00	12	\$	96,660.00	12
		ividual (D)		_					
E) Hispa				\$	101,400.00	3	\$	101,400.00	3
F) Iberia		- ''		-			<u> </u>		
		erican Indi		$\bot$			<u> </u>		
		an Americ							
		ck Americ					_		<u> </u>
			rican (DH)				_		ļ
K) Disab	led lbe	rian Penin	sula American (DI)				_		
L) Woma	an (W)		<u> </u>	\$	160,638.46	17	\$	160,638.46	17
M) Woma	an Ame	rican India	iπ (NW)						
N) Wom	an Asia	n (AW)							
O) Wom	an Blac	k (BW)							
P) Woma	an Disa	bled (DW)		l					
Q) Wom	an Hisp	anic (HW)							
R) Wom	an Iberi	an Penins	ula (IW)	\$	11,829.26	2	\$	11,829.26	2
S) Disab	led Am	erican Ind	ian Woman (DNW)						
T) Disab	led Asi	an Americ	an Woman (DAW)						
U) Disat	oled Bla	ck Americ	can Woman (DBW)						
V) Disab	led His	panic Ame	erican Woman (DHW)				T		
W) Disal	bled lbe	rian Penir	sula American Woman (DIW)						
DisBE TO	OTAL (	Lines D, G	, H, I, J, K, P, S,T,U, V, & W)						
WBE TO	TAL [L	ines L - W		\$	172,467.72	19	\$	172,467.72	
MBE TO	TAL {Li	nes A - W	}	\$	370,527.72	34	\$	370,527.72	34

# DEPARTMENT OF ADMINISTRATIVE SERVICES SUPPLIER DIVERSITY PROGRAM SMALL/ MINORITY BUSINESS ENTERPRISE QUARTERLY REPORT

Fiscal ''ear 2017-2018

BE SURE TO INCLUDE SUBTOTALS FOR EACH MINORITY CATEGORY!!!

Agency Number:   Actual Expenditure (C.O.R.E.?)   Agency utilize C.O.R.E.?	MBE-	<b>Φ</b>			
Agency Number:   AcTUAL EXPENDITURES		Φ,	10 to	Me and age to a subject to the contract of the	The first ten on the second of
Agency Number:   Agency Willize C.O.R.E.?		₩			
Victor   V			Credit Card		Winterberry Irrigation
State   Did   Did   State   Did   State   Did   State   Did   State   Did   State   Did   Did   State   Did   State   Did   Did   Did   State   Did   Did			P0045949		Tower Equipment
Total   Production   Producti			Credit Card		Swan Associates
Test			P0045787		Spec-Clean, LLC
Test			12psx0184		Suburban Stationers, Inc.
Pool	<del></del>		P0045921	0.	Rockwell Communication Inc
Pool			P0045922	ectrical LLC	Northeastern Comm. And El
Test					Mercury Cabling Systems
Testing		ş	P0045795		Magnakleen Services LLC
C.O.R.E., DID YOU VALIDATE COMPANY AS A CURRENT SBE AND/OR MBE Yes X No   No			P0045724	ply	Life Safety Service and Supply
Test			P0045688		Flow Tech, Inc.
Tet			11psx0055		Fire Protection Testing
Terrible   Flow, does your Agency utilize C.O.R.E.?			P0045678/80		ClearWater Industries
ERIOD			P0046022		Coach Tours
State Contract # DAS Certified SBE/MBE   State Contract # DR P.O. # AGENCY Nountersity   State University   State Contract # DAS Certified SBE/MBE   State Con					Billings Sports
ERIOD		<del>(</del> )	P0045784	nteriors	BCI Bartholomew Contract II
Tet					
Terrior	1		direct pay	1	Pinnacle Maintenance LLC
Tet	1 2 2		Bid 2016erb0307	J Service	Go To Commercial Cleaning
State Contract # Business Enterprise (MBE) Vendor Name   P0045824/17PSX0080   States Enterprise (MBE) Vendor Name   P0045824/17PSX0080   Systems Inc   Systems Inc   Systems Inc   Supplies   Supplies   MHEC MC15-G17   \$   MHEC MC15-G17   \$   MHEC MC15-G17   \$   MED/OR MBE Yes_X_ No   No   No   No			bid 2017erb0330	tation	Bohannon & Vines Transpor
C.O.R.E., DID YOU VALIDATE COMPANY AS A CURRENT SBE AND/OR MBE Yes_X_ No_ YOU VALIDATE COMPANY AS A CURRENT SBE AND/OR MBE Yes_X_ No_ YOU VALIDATE COMPANY AS A CURRENT SBE AND/OR MBE Yes_X_ NO_ YOU VALIDATE COMPANY AS A CURRENT SBE AND/OR MBE Yes_X_ NO_ YOU VALIDATE COMPANY AS A CURRENT SBE AND/OR MBE YES_X_ NO_ YOU VALIDATE COMPANY AS A CURRENT SBE AND/OR MBE YES_X_ NO_ YOU VALIDATE COMPANY AS A CURRENT SBE AND/OR MBE YES_X_ NO_ YOU VALIDATE COMPANY AS A CURRENT SBE AND/OR MBE YES_X_ NO_ YOU VALIDATE COMPANY AS A CURRENT SBE AND/OR MBE YES_X_ NO_ YOU VALIDATE COMPANY AS A CURRENT SBE AND/OR MBE YES_X_ NO_ YOU VALIDATE COMPANY AS A CURRENT SBE AND/OR MBE YES_X_ NO_ YOU VALIDATE COMPANY AS A CURRENT SBE AND/OR MBE YES_X_ NO_ YOU VALIDATE COMPANY AS A CURRENT SBE AND/OR MBE YES_X_ NO_ YOU VALIDATE COMPANY AS A CURRENT SBE AND/OR MBE YES_X_ NO_ YOU VALIDATE COMPANY AS A CURRENT SBE AND/OR MBE YES_X_ NO_ YOU VALIDATE COMPANY AS A CURRENT SBE AND/OR MBE YES_X_ NO_ YOU VALIDATE COMPANY AS A CURRENT SBE AND/OR MBE YES_X_ NO_ YOU VALIDATE COMPANY AS A CURRENT SBE AND/OR MBE YES_X_ NO_ YOU VALIDATE COMPANY AS A CURRENT SBE AND/OR MBE YES_X_ NO_ YOU VALIDATE COMPANY AS A CURRENT SBE AND/OR MBE YES_X_ NO_ YOU VALIDATE COMPANY AS A CURRENT SBE AND/OR MBE YES_X_ NO_ YOU VALIDATE COMPANY AS A CURRENT SBE AND/OR MBE YES_X_ NO_ YOU VALIDATE COMPANY AS A CURRENT SBE AND/OR MBE YES_X_ NO_ YOU VALIDATE COMPANY AS A CURRENT SBE AND/OR MBE YES_X_ NO_ YOU VALIDATE COMPANY AS A CURRENT SBE AND/OR MBE YES_X_ NO_ YOU VALIDATE COMPANY AS A CURRENT SBE AND/OR MBE YES_X_ NO_ YOU VALIDATE COMPANY AS A CURRENT SBE AND/OR MBE YES_X_ NO_ YOU VALIDATE COMPANY AS A CURRENT SBE AND/OR MADE OF TABLET OF TABLET SBE AND/OR MADE OF TABLET SB	1		MHEC MC15-G17		C & C Janitorial Supplies
ERIOD	_		p0045832		Streamline Aquatics
Pooles   P			2012-769-trcc		Ryan Business Systems Inc
Tet			14psx0215		Mazene Inc.
ERIOD  1st elow, does your Agency utilize C.O.R.E.?  C.O.R.E., DID YOU VALIDATE COMPANY AS A CURRENT SBE AND/OR MBE Yes_X_ No_ YES  Western Ct. State University  4 by: Esther Boriss Agency Number:  Esther Boriss Actual expenditures SP  CERTIFIED VENDORS ONLY  (B)  (C)  (B)  (C)  State Contract # DAS Certified SBE/MBE  Business Enterprise (MBE) Vendor Name OR P.O. #  P0045886 \$ 3,776.00	-		P0045824/17PSX0080	8	Fire Equipment Headquarters
ERIOD  1st elow, does your Agency utilize C.O.R.E.?  C.O.R.E., DID YOU VALIDATE COMPANY AS A CURRENT SBE AND/OR MBE Yes_X_ No			P0045886		Control Systems Inc.
ERIOD  1st blow, does your Agency utilize C.O.R.E.?  C.O.R.E., DID YOU VALIDATE COMPANY AS A CURRENT SBE AND/OR MBE Yes_X_ No	Category	AMOUNT		terprise (MBE) Vendor Name	Minority Business En
ERIOD  1st elow, does your Agency utilize C.O.R.E.?  C.O.R.E., DID YOU VALIDATE COMPANY AS A CURRENT SBE AND/OR IMBE Yes_X_ No YES  Western Ct. State University  Agency Number:  SPEC  (A)  (B)  ACTUAL EXPENDITURES  SPEC	MBE	C		Enterprise (SBE) OR	Small Business
ERIOD  1st elow, does your Agency utilize C.O.R.E.?  C.O.R.E., DID YOU VALIDATE COMPANY AS A CURRENT SBE AND/OR IMBE Yes_X_ NoYI  Western Ct. State University  1 by:  Esther Boriss  ACTUAL EXPENDITURES	(D)		(B)		
ERIOD  1st elow, does your Agency utilize C.O.R.E.?  C.O.R.E., DID YOU VALIDATE COMPANY AS A CURRENT SBE AND/OR MBE Yes_X_ No  Western Ct. State University  4 by:  Esther Boriss  Agency Number:	SPECIFY:	ACTUAL EXPENDITURES		ENDORS ONLY	CERTIFIED V
ERIOD  1st elow, does your Agency utilize C.O.R.E.?  C.O.R.E., DID YOU VALIDATE COMPANY AS A CURRENT SBE AND/OR MBE Yes_X_ No  Western Ct. State University	• •	Agency Number:	3oriss .	Esther E	Report Prepared by:
1st blow, does your Agency utilize C.O.R.E.?  "E., DID YOU VALIDATE COMPANY AS A CURRENT SBE AND/OR MBE Yes_X_ No				Western Ct. State University	Agency Name:
1st elow, does your Agency utilize C.O.R.E.?	YES	Yes_X_	'AS A CURRENT SBE AND	ID YOU VALIDATE COMPANY	If not utilizing C.O.R.E., DI
	NO	y utilize C.O.R.E.?	elow, does your Agenc	1st	FY QUARTER PERIOD

Page - ~ ack-Up)

### DEPARTMENT OF ADMINISTRATIVE SERVICES

FISCAL YEAR

2018

SUPPLIER DIVERSITY PROGRAM Back-Up Sheets require Totals for each MBE Category

 ${\tt SMALL/MINORITY~BUSINESS~ENTERPRISE~QUARTERLY~REPORT~} \underline{for~Reporting~Capital~Improvement~Expenditures}$ 

Please Submit a copy of this form and Back-Up Sheets via InterOffice Mail to CHRO @ 25 SIGOURNEY ST, Hartford CT 06106

Fisca	Year Quarter 1ST_/ 2ND / 3RD_/4TH	Fisca	al Year Period				
ENTER	THIS QTR-1st						
Agency Name:	Western CT State University		Agency Number:		78	03	
Prepared by:	Esther Boriss		E-mail Address:	borisse@wc	su.edi	<u>U</u>	
Tel. # -	203-837-8758	1					
	CAPITAL IMPROVEMENT FUNDS AVAILABLE FROM Y						
Page	1 (Summary Page) From The Annual Goals Calcu	ilations I	Report		Ι		
			TOTALS (\$)	Contracts		TOTALS (\$)	Contracts
from Sma	pency FY Capital Improvements Expenditures for Purchases all and Minority Contractors. ed TOTALS OF SBE AND MBE EXPENDITURES	\$	477,335.66	22	\$	477,335.66	22
	pency FY Capital Improvements Expenditures for Purchases nority Business Enterprises (MBE) only. NTEGORIZE:						
A) Ameri	can Indian (N)		<u></u>				
B) Asian	(A)						
C) Black	(B)						
D) Disab	led Individual (D)						
E) Hispa	anic (H)	\$	1,420.00	1	\$	1,420.00	1
F) iberia	n Peninsula (1)	\$	55,888.47	1	\$	55,888.47	1
G) Disab	led American Indian (DN)						
H) Disab	oled Asian American (DA)						
l) Disab	oled Black American (DB)						
J) Disab	oled Hispanic American (DH)						
K) Disab	oled Iberian Peninsula American (DI)						
L) Woma	an (W)	\$	76,783.00	5	\$	76,783.00	5
M) Woma	an American Indian (NW)		- 11				
N) Wom	an Asian (AW)						
O) Wom	an Black (BW)						
P) Wom	an Disabled (DW)						
Q) Wom	ıan Hispanic (HW)						
R) Wom	an Iberian Peninsula (IW)						
S) Disab	oled American Indian Woman (DNW)						
T) Disat	oled Asian American Woman (DAW)						
U) Disat	bled Black American Woman (DBW)						
V) Disab	oled Hispanic American Woman (DHW)						
W) Disa	bled Iberian Peninsula American Woman (DIW)						
	DisBE TOTAL (Lines D, G, H, I, J, K, P, S,T,U, V, & W)						
	WBE TOTAL [Lines L - W]	\$	76,783.00	5	\$	76,783.00	5
1	MBE TOTAL {Lines A - W}	\$	134,091.47	7	\$	134,091.47	7

P. O. O. O. Almi Ser.
FOIENCE CHRO

DEPARTMENT OF ADMINISTRATIVE SERVICES SUPPLIER DIVERSITY PROGRAM

BE SURE TO INCLUDE SUBTOTALS FOR EACH MINORITY CATEGORY ON THIS FORM!!!

SMALL/MINORITY BUSINESS ENTERPRISE QUARTERLY REPORT FOR REPORTING CAPITAL IMPROVEMENT EXPENDITURES

2018

Fiscal Year

FY QUARTER PERIOD 1st Quarter In reporting data below, does your Agency utilize C.O.R.E.?

If not utilizing C.O.R.E., DID YOU VALIDATE COMPANY AS A CURRENT SBE AND/OR MBE Yes XXX No.

Agency Name:	Western Connecticut State University	rersity			
Report Prepared by:	Esther Boriss	SS	Agency Number:	7803	
CERTIFIED V	CERTIFIED VENDORS ONLY		ACTUAL EXPENDITURES	SPECIFY:	1
	(A)	(B)	(c)	<u>@</u>	
Small Business	Small Business Enterprise (SBE) OR	State Contract #	DAS Certified SBE/MBE	MBE	
Minority Business Ent	Minority Business Enterprise (MBE) Vendor Name	OK P.O. #	AMOUNT	Category	40.4
Kilcourse Specialty Products		p0045846/46051/80979	\$ 7,487.00	-M	
New England Masonry and Roofing	Roofing	13psx0235	\$13,863.00	- <b>W</b> -	
New England Masonry and Roofing ( sub for WS I	Roofing (sub for WS Mechanical)	bid 2017erb0335	\$ 39,483.00		- F
TrueFlow Testing and Balan	TrueFlow Testing and Balancing (sub for WS Mechanical)	bid 2017erb0335	\$ 15,950.0	15,950.00 W-76,783.00	200
Pinnacle Maintenance LLC		p0046047	\$1,420.00	0 H-1420.00	
A and R Electric		bid 2016erb0312	\$55,888.47	7 1-55,888.47	
4 de lay de				MBE- 134,091.47	
Danielles LLC	克克克里 医克朗耳氏性 医乳腺素 医二甲甲状腺 医乳腺 医乳腺 医乳腺 医乳腺性 医乳腺性 医乳腺性 医乳腺性 医乳腺性炎	bid 2017erb0327	\$ 25,700.00	0 SBE	
AWL Painting LLC		13psx0235	\$ 43,200.00		
Bartholomew Contract Interiors		12psx0307/15psx0041	\$ 30,442.14	4 SBE	
Horton Electric (sub for WS Mechanical)	Mechanical)	bid 2017erb0335	\$ 26,826.00	O SBE	開発
Mercury Cabling Systems		bid2017erb0322	\$ 29,113.53	3 SBE	
West State Mechanical Inc		bid 2017erb0335	\$ 187,962.52	2 SBE 343,244.19	

W) Disabled Iberian Peninsula American Woman (DIW)

WBE TOTAL [Lines L - W]

MBE TOTAL (Lines A - W)

DISBE TOTAL (Lines D, G, H, I, J, K, P, S,T,U, V, & W)

FISCAL YEAR

2018

SUPPLIER DIVERSITY PROGRAM Back-Up Sheets require Totals for each MBE Category

SMALL/MINORITY BUSINESS ENTERPRISE QUARTERLY REPORT - for Reporting Capital Improvement Expenditures Please Submit a copy of this form and Back-Up Sheets via InterOffice Mail to CHRO @ 25 SIGOURNEY ST, Hartford CT 06106 Fiscal Year Quarter 1ST_/ 2ND / 3RD_ / 4TH Fiscal Year Period **ENTER** THIS QTR-2 Agency Agency Western CT State University 7803 Name: Number: E-mail Prepared Esther Boriss borisse@wcsu.edu by: Address: Tel. # -203-837-8758 1) TOTAL CAPITAL IMPROVEMENT FUNDS AVAILABLE FROM YOUR ADOPTED BUDGET Page 1 (Summary Page) From The Annual Goals Calculations Report TOTALS (\$) Contracts TOTALS (\$) Contracts 2) Total Agency FY Capital Improvements Expenditures for Purchases from Small and Minority Contractors. 261,808.51 22 739,144.17 46 Combined TOTALS OF SBE AND MBE EXPENDITURES 3) Total Agency FY Capital Improvements Expenditures for Purchases from Minority Business Enterprises (MBE) only. PLEASE CATEGORIZE: A) American Indian (N) B) Asian (A) C) Black (B) D) Disabled Individual (D) \$20,440.00 E) Hispanic (H) \$19,020.00 2 3 F) Iberian Peninsula (I) \$55,888.47 1 G) Disabled American Indian (DN) H) Disabled Asian American (DA) I) Disabled Black American (DB) J) Disabled Hispanic American (DH) K) Disabled Iberian Peninsula American (DI) L) Woman (W) \$31,907.27 3 \$108,690.27 8 M) Woman American Indian (NW) N) Woman Asian (AW) O) Woman Black (BW) P) Woman Disabled (DW) 2) Woman Hispanic (HW) R) Woman Iberian Peninsula (IW) S) Disabled American Indian Woman (DNW) T) Disabled Asian American Woman (DAW) U) Disabled Black American Woman (DBW) V) Disabled Hispanic American Woman (DHW)

Page ·	- 1 (	(Summary)
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\$31,907.27

\$50,927.27

\$108,690.27

\$185,018.74

8

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DEPARTMENT OF ADMINISTRATIVE SERVICES SUPPLIER DIVERSITY PROGRAM

Fiscal Year 2018

## BE SURE TO INCLUDE SUBTOTALS FOR EACH MINORITY CATEGORY ON THIS FORM!!!

SMALL/ MINORITY BUSINESS ENTERPRISE QUARTERLY REPORT FOR REPORTING CAPITAL IMPROVEMENT EXPENDITURES

FY QUARTER PERIOD	2nd	In reporting data below, does your	, does your Agency utilize C.O.R.E.?	YES
If not utilizing C.O.R.E., DI	If not utilizing C.O.R.E., DID YOU VALIDATE COMPANY AS A CURRENT SBE AND/OR MBE	S A CURRENT SBE AND	/OR MBE Yes XXXNo	NO
Agency Name:	Western Connecticut State University	versity		
Report Prepared by:	Mark Case	Ф	Agency Number:	7803
CERTIFIED V	CERTIFIED VENDORS ONLY		ACTUAL EXPENDITURES	SPECIFY:
	(A)	(B)	(C)	(D)
Small Business	Small Business Enterprise (SBE) OR	State Contract #	DAS Certified SBE/MBE	MBE
Minority Business Ent	Minority Business Enterprise (MBE) Vendor Name	CR P.C. #	AMOUNT	Category
AWL Painting		P0046194	\$24,950.00	SBE
Bartholomew Contract Interiors	ors	P0046218	\$49,622.84	SBE
		P0046257	\$1,596.11	
Danielle's LLC		P0044697	\$2,464.14	SBE
		P0045818	\$600.00	V-1.
		P0046260	\$1,179.00	
Fire Protection Testing		P0046074	\$601.00	SBE
		P0046165	\$2,950.00	
Kilcourse Specialty Products		P0046210	\$1,342.00	8
Mercury Cabling Systems		WCSU-2016-0322A	\$125,576.15	SBE
New England Masonry and Roofing	Roofing	P0046229	\$2,884.00	· ×
		P0046290	\$23,575.00	
Northeastern Communications	ns	P0046151	\$5,448.27	×
Pinnacle Maintenance LLC		P0046106	\$9,600.00	I
		P0046137	\$9,420.00	400 V

### DEPARTMENT OF ADMINISTRATIVE SERVICES SUPPLIER DIVERSITY PROGRAM

MBE TOTAL {Lines A - W}

FISCAL YEAR

2018

SUPPLIER DIVERSITY PROGRAM

<u>Back-Up Sheets require Totals for each MBE Category</u>

SMALL/ MINORITY BUSINESS ENTERPRISE QUARTERLY REPORT

011010			DO ENTERN THOSE GOARTER			•				
Fiscal	l Year Qu	arter	2nd		Fisc	al Year Period				
ENTER	THIS	QTR-	1st							
Agency Name:	Western	Ct. State	University		es e	Agency Number:		78	303	
Prepared	Esther E	loriss		1000		E-mail	borisse@wo	SULEC	in	
by:						Address:			<u> </u>	
Tel. # -	203-837	-8758			Please	e submit a digital copy	of this form	to jo	shua.qoldbera@d	ct.gov
			LE (ALL SOURCES) FROM Y From The Annual Goals Ca						\$120,739,890	
2) Amoun	nt Availab	le for Sm	all/Minority Business Progra DEDUCTIONS/EXEMPTIONS	ım	ations	Kepon			\$1,841,239	
			t Aside - Small/Minority Busi	nes	s Enter	prises (Combined)			\$460,310	
4) 25% of	line # 3 1	Total- Se	t Aside - Minority Business E	Ente	rprises	only			\$115,077	
·						QUARTER	Number	Ιγ	EAR TO DATE	Number
						TOTALS (\$)	Contracts	<del>                                     </del>	TOTALS (\$)	Contracts
	<del> </del>					101720 (4)		-	101A20 (4)	
5) Total A	(gency F)	/ Expend	itures for Purchases and Co	ntra	\$	2,999,181.52	334	\$	8,989,692.77	769
6) Total A	gency FY	/ Expend	itures for Purchases and	—			24	Т		83
from Si	mall and	Minority (	Contractors. 3E AND MBE EXPENDITURE	s	\$	119,689.37	5	\$	639,069.49	
			itures for Purchases and							
Contracts	s from Mi	nority Bu	siness Enterprises (MBE) on	ıly.						
A) Ameri	ican India	ın (N)	<del></del>					T		
B) Asian	(A)							1		
C) Black									\$96,660.00	12
D) Disab	led Indivi	dual (D)								
E) Hispai	nic (H)						<u> </u>	1	\$101,400.00	3
F) Iberiai	n Peninsu	ıla (I)				\$7,581.61	2	1	\$7,581.61	2
G) Disabl	ed Ameri	can India	n (DN)							
H) Disab								$\vdash$		
l) Disabl									=	
J) Disabl								$\dagger$		
			ula American (DI)			· · · · · · · · · · · · · · · · · · ·		<del>                                     </del>		
L) Woma			· · · · · · · · · · · · · · · · · · ·			\$8,995.63	4	1	\$169,634.09	21
M) Woma	n Americ	an Indian	(NW)				<u> </u>	-	, , , , , , , , , , , , , , , , , , , ,	
N) Woma	an Asian (	(AW)						1		
O) Woma								+		
P) Woma		• •						1		
Q) Woma		<del>- `                                   </del>	. 8-4		<del> </del>			-	·	
R) Woma		<del></del>	la (IW)		+		<del> </del>	+	<del></del>	
<del>-</del>			in Woman (DNW)	_	+	<del></del>		+		
		·	n Woman (DAW)					+		
<u> </u>			an Woman (DBW)	_	1			+		
			ican Woman (DHW)		-			+-		
			ula American Woman (DIW)		-			+		<del></del>
					-		<u> </u>	-		
WBE TOT			H, I, J, K, P, S,T,U, V, & W)		S	8 995 63	4	s	169 634 09	21

16,577.24

375,275.70

38

SMALL/ MINORITY BUSINESS ENTERPHISE QUARTERLY REPORT DEPARTMENT OF ADMINISTRATIVE SERVICES SUPPLIER LIVERSITY PROGRAM

Fisc. Year

2017-2018

BE SURE TO INCLUDE SUBTOTALS FOR EACH MINORITY CATEGORY!!!

Category MBE SBE SBE SBE SBE SBE SBE SBE SPECIFY: ≥ ≥ YES 9 \$328.63 \$3,040.00 \$1,696.73 \$1,424.50 \$6,693.00 \$3,841.23 \$697.40 \$6,412.00 \$6,521.20 \$7,398.00 \$19,998.52 \$20,334.16 \$5,919.25 \$5,884.88 \$210.00 \$2,153.00 \$10,240.00 \$5,151.50 \$102.00 \$3,947.07 \$1,200.00 119,689.37 Agency Number: DAS Certified SBE/MBE AMOUNT ACTUAL EXPENDITURES If not utilizing C.O.R.E., DID YOU VALIDATE COMPANY AS A CURRENT SBE AND/OR MBE Yes_X blow, does your Agency utilize C.O.R.E.? SBE/MBE TOTAL State Contract # Purchasing Card Purchasing Card Purchasing Card Purchasing Card Purchasing Card Purchasing Card 17PSX0116 12PSX0184 OR P.O. # P0046060 P0046188 P0046080 P0046289 P0046258 P0045993 P0046035 P0046213 P0046168 P0046280 P0046223 P0046082 P0046335 P0045630 P0046170 P0046085 Western Connecticut State University Mark Case Minority Business Enterprise (MBE) Vendor Name Small Business Enterprise (SBE) OR 1st **CERTIFIED VENDORS ONLY** Ryan Business Systems, Inc. Kilcourse Specialty Products Life Safety Service Supplies Shock Electrical Contractors Mercury Cabling Systems Willco Sales and Service C&C Janitorial Supplies Fire Protection Testing New England Uniform FY QUARTER PERIOD Winterberry Irrigation Control Systems Inc. Suburban Stationers Report Prepared by: Agency Name: Billings Sports Danielle's LLC Coach Tours Mazene Inc.

### DEPARTMENT OF ADMINISTRATIVE SERVICES SUPPLIER DIVERSITY PROGRAM

MBE TOTAL (Lines A - W)

FISCAL YEAR

2018

Back-Up Sheets require Totals for each MBE Category

### SMALL/ MINORITY BUSINESS ENTERPRISE QUARTERLY REPORT

Fisca	l Year Q	uarter	3rd	Fiscal Year Period		5000	
ENTER	THIS	QTR-	<b>પ્રાથ</b> તી	•			
Agency Name:	Wester	n Ct. State	University	Agency Number:		7803	
Prepared by:	Mark C	ase		E-mail Address:	casem@wcs	u.edu	•
Tel. # -	203-83	7-8657		Please submit a digital copy	of this form	to joshua.goldberg@	ct.gov
1) TOTAL Page	1 (Sumr	nary Page	BLE (ALL SOURCES) FROM YOU ) From The Annual Goals Calcu			\$120,739,890	
			nall/Minority Business Program DEDUCTIONS/EXEMPTIONS			\$1,841,239	
3) 25% of	f line # 2	Total - Se	et Aside - Small/Minority Busines	ss Enterprises (Combined)		\$460,310	
4) 25% of	f line # 3	Total- Se	et Aside - Minority Business Ente	erprises only		\$115,077	
				QUARTER	Number	YEAR TO DATE	Number
				TOTALS (\$)	Contracts	TOTALS (\$)	Contracts
5) Total A	Agency I	Y Expend	fitures for Purchases and Contra	\$4,424,641.60	245	\$13,029,730.77	1,014
from S Combin	mall and ned TOT	Minority ALS OF S	litures for Purchases and Contractors. BE AND MBE EXPENDITURES	\$233,156.27	19	\$872,225.76	102
	_		litures for Purchases and usiness Enterprises (MBE) only.				
A) Amer		ian (N)					
B) Asian	(A)						
C) Black	· /			\$20,480.00	3	\$117,140.00	15
D) Disab		vidual (D)					
E) Hispa		-		\$132,795.00	2	\$234,195.00	5
F) Iberia				\$7,119.64	2	\$14,701.25	4
G) Disab	led Ame	rican Indi	ап (DN)				
H) Disab	led Asia	n Americ	an (DA)				
I) Disab	led Blac	k America	in (DB)				
J) Disab	led Hisp	anic Ame	rican (DH)				
K) Disab	led Iber	ian Penins	sula American (DI)				
L) Woma	an (W)		***	\$49,171.95	5	\$218,806.04	26
M) Woma	an Amer	ican India	n (NW)				
N) Woma	an Asiar	(AW)					
O) Wom	an Blaci	(BW)					
P) Woma	an Disab	led (DW)					
Q) Wom	an Hispa	nic (HW)					
R) Woma	an Iberia	n Peninsı	ıla (IW)				
			an Woman (DNW)				<del>                                     </del>
1.1	-		an Woman (DAW)				<del> </del>
			an Woman (DBW)				
			rican Woman (DHW)		-		
			sula American Woman (DIW)				
			H, I, J, K, P, S,T,U, V, & W)				
WBE TO			11, 1, 0, 11, 1 , 0, 1, 0, 4, 6, 44)	\$49,171,95	5	\$ 218.806.04	26

\$209,566.59

584,842.29

50

SMALL/ MINORITY BUSINESS ENTERPRISE QUARTERLY REPORT DEPARTMENT OF ADMINISTRATIVE SERVICES SUPPLIER DIVERSITY PROGRAM SMALL

Fiscal Year 2017-2018

BE SURE TO INCLUDE SUBTOTALS FOR EACH MINORITY CATEGORY!!!

FY QUARTER PERIOD If not utilizing C.O.R.E., DII	FY QUARTER PERIOD 1st plow, does your Agency utilize C.O.R.E.?  If not utilizing C.O.R.E., DID YOU VALIDATE COMPANY AS A CURRENT SBE AND/OR MBE Yes_X	Blow, does your Agency utilize C.O.R.E.? S A CURRENT SBE AND/OR MBE Yes_X_	y utilize C.O.R.E.? D/OR MBE Yes_XNo	NO	
Agency Name:	Western Connecticut State University	iversity			
Report Prepared by:	Mark Case	e.	Agency Number:		
CERTIFIED V	CERTIFIED VENDORS ONLY		ACTUAL EXPENDITURES	SPECIFY:	1
	(A)	(B)	(c)	(Q)	
Small Business Minority Business Ent	Small Business Enterprise (SBE) OR Minority Business Enterprise (MBE) Vendor Name	State Contract # OR P.O. #	DAS Certified SBE/MBE AMOUNT	MBE	
Billings Sports		P0046509	\$3,379.00		
		Purchasing Card	\$2,524.00		
C&C Janitorial Supplies		Purchasing Card	\$1,405.44		
电磁管 克雷 电电路 电电路 医电路 医电路 医电路 医电路 医电路 医电路 医电路 医电路		P0046448	\$5,714.20		
Coach Tours		P0046401	00.089	SBE	
		P0046402	\$1,166.00		
Danielle's LLC		P0046516	\$2,061.00		
Mazene Inc.		14PSX0215	\$21,816.75	3	
		P0045993	\$6,521.20		
		P0046035	00'868'2\$	1	
Suburban Stationers		12PSX0184	\$10,240.00	SBE	
ANC Cleaning Services		P0046545	\$120,000.00	3 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2	λ.,
Charter Oak Building Maintenance Inc.	nance Inc.	P0046465	\$12,795.00	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	
Bohannon & Vines Transportation Group LLC	tation Group LLC	P0046435	\$4,200.00	8	
		P0046446	\$13,950.00	9 7 8 8 8 8 8 8 8 8 8 8 8 8 8 8 8 8 8 8	
		P0046412	\$2,330.00	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	
New England Masonry and Roofing Company	Roofing Company	P0046504	\$5,573.00	>	
		P0046557	\$7,863.00	1	
Mercury Cabling Systems		P0046537	\$589.68	SBE	
				and seed that they have the chart that they have the chart that they have the chart that they then the chart they then the chart they chart the chart they	
		SBE/MBE TOTAL	\$ 233,156.27		
					Withingham

FISCAL YEAR

2018

SUPPLIER DIVERSITY PROGRAM Back-Up Sheets require Totals for each MBE Category

SMALL/MINORITY BUSINESS ENTERPRISE QUARTERLY REPORT - for Reporting Capital Improvement Expenditures

Please Submit a copy of this form and Back-Up Sheets via InterOffice Mail to CHRO @ 25 SIGOURNEY ST, Hartford CT 06106 1ST_/ 2ND / 3RD_/4TH Fiscal Year Period Fiscal Year Quarter **ENTER** THIS QTR-3 Agency Agency Western CT State University 7803 Name: Number: Prepared E-mail Mark Case casem@wcsu.edu by: Address: 203-837-8657 Tel. # -1) TOTAL CAPITAL IMPROVEMENT FUNDS AVAILABLE FROM YOUR ADOPTED BUDGET Page 1 (Summary Page) From The Annual Goals Calculations Report Contracts TOTALS (\$) Contracts TOTALS (\$) 2) Total Agency FY Capital Improvements Expenditures for Purchases from Small and Minority Contractors. \$384,092.83 \$1,123,237.00 11 57 Combined TOTALS OF SBE AND MBE EXPENDITURES 3) Total Agency FY Capital Improvements Expenditures for Purchases from Minority Business Enterprises (MBE) only. PLEASE CATEGORIZE: A) American Indian (N) \$9,250.00 1 \$9,250.00 1 B) Asian (A) \$38,450.00 \$38,450.00 1 C) Black (B) D) Disabled Individual (D) E) Hispanic (H) \$20,440.00 3 F) Iberian Peninsula (I) \$55,888.47 1 G) Disabled American Indian (DN) H) Disabled Asian American (DA) I) Disabled Black American (DB) J) Disabled Hispanic American (DH) K) Disabled Iberian Peninsula American (DI) L) Woman (W) \$9,633.27 3 \$118,323.54 11 M) Woman American Indian (NW) N) Woman Asian (AW) O) Woman Black (BW) P) Woman Disabled (DW) Q) Woman Hispanic (HW) R) Woman (berian Peninsula (IW) S) Disabled American Indian Woman (DNW) T) Disabled Asian American Woman (DAW) U) Disabled Black American Woman (DBW) V) Disabled Hispanic American Woman (DHW) W) Disabled Iberian Peninsula American Woman (DIW) DISBE TOTAL (Lines D, G, H, I, J, K, P, S,T,U, V, & W) WBE TOTAL [Lines L - W] \$9,633.27 \$118,323.54 5 11 MBE TOTAL {Lines A - W} \$57,333.27 \$242,352.01 17

### DEPARTMENT OF ADMINISTRATIVE SERVICES SUPPLIER DIVERSITY PROGRAM

Fiscal Year 2018

### SMALL/ MINORITY BUSINESS ENTERPRISE QUARTERLY REPORT FOR REPORTING CAPITAL IMPROVEMENT EXPENDITURES BE SURE TO INCLUDE SUBTOTALS FOR EACH MINORITY CATEGORY ON THIS FORM!!!

SMALL/ MINOKITE DOSINE	OU ENTENTAINE MONATENET	VELOVI I ON VELOV	SMALL/ MINORIT BOSINESS ENTERFORE GORNIERE NEFORT FOR KET ON THE OPTIME CONTINUE OF THE PROPERTY OF THE OFFICE OF THE OPTIME OPTIME OF THE OPTIME OF THE OPTIME OF THE OPTIME OF THE OPTIME OPTIME OF THE OPTIME OPTIME OF THE OPTIME OPTIME OF THE OPTIME OPT	
FY QUARTER PERIOD	2nd	In reporting data below, does your	v, does your Agency utilize C.O.R.E.?	YES
If not utilizing C.O.R.E., DID	If not utilizing C.O.R.E., DID YOU VALIDATE COMPANY AS A CURRENT SBE AND/OR MBE Yes XXX	A CURRENT SBE AND	D/OR MBE Yes XXX No No	NO
Agency Name:	Western Connecticut State University	/ersity		
Report Prepared by:	Mark Case		Agency Number:	7803
CERTIFIED VE	CERTIFIED VENDORS ONLY		ACTUAL EXPENDITURES	SPECIFY:
	(A)	(B)	(C)	(D)
Small Business E	Small Business Enterprise (SBE) OR	State Contract #	DAS Certified SBE/MBE	MBE
Minority Business Ente	Minority Business Enterprise (MBE) Vendor Name	CK T.C. #	AMOUNT	Category

CERTIFIED VENDORS ONLY		ACTUAL EXPENDITURES	SPECIFY:
(A)	(B)	(C)	(D)
Small Business Enterprise (SBE) OR	State Contract #	DAS Certified SBE/MBE	MBE
Minority Business Enterprise (MBE) Vendor Name	OK P.O. #	AMOUNT	Category
AWL Painting	P0046547	\$1,526.64	SBE
Bartholomew Contract Interiors	P0046366	. \$239.00	SBE
Kilcourse Specialty Products	P0046514	\$1,117.00	8
	P0046515	\$5,733.00	
	P0046546	\$2,783.27	
Mercury Cabling Systems	P0046536	\$2,783.27	SBE
The state of the s	P0046455	\$9,610.65	
Mulvaney Mechanical	P0046443	\$49,450.00	SBE
Apex Tile	P0046466	\$38,450.00	Α
Fire Rated LLC	P0046466	\$9,250.00	z
Commercial Store Front Services	P0046466	\$244,130.00	SBE
		\$365, C12,83	



This message was sent via Internal Message.

### Western Connecticut State Univ - Keisha Stokes

FROM: POSTMASTER

**CREATED BY: POSTMASTER** 

**SENT:** Friday, March 23, 2018 3:33:00 PM

TO: Western Connecticut State Univ - Keisha Stokes

**SUBJECT:** New Job Orders added to System

The following Job Order(s) have been added to the CTHires.

Job(s) information:

Job #: 135920

Job Title: 700-710 Assistant Professor/Coordinator of Composition - Writing,

Linguistics

Current Status: Veteran Hold

When a job order is entered in CTHires it is placed on Vet Hold status, meaning that only registered veterans who are logged into CTHires can view the job order for a 24 hour period. This process allows Veterans to receive priority of service on all jobs. After the 24 hour period, the job is released and viewable to <u>all</u> job seekers.



This message was sent via Internal Message.

### Western Connecticut State Univ - Keisha Stokes

FROM: POSTMASTER

**CREATED BY:** POSTMASTER

**SENT:** Friday, March 23, 2018 3:40:00 PM

TO: Western Connecticut State Univ - Keisha Stokes

SUBJECT: New Job Orders added to System

The following Job Order(s) have been added to the CTHires.

Job(s) information: Job #: 135921

Job Title: 700-527 Assistant Professor (Tenure Track) - Department of

Mathematics

Current Status: Veteran Hold

When a job order is entered in CTHires it is placed on Vet Hold status, meaning that only registered veterans who are logged into CTHires can view the job order for a 24 hour period. This process allows Veterans to receive priority of service on all jobs. After the 24 hour period, the job is released and viewable to <u>all</u> job seekers.



This message was sent via Internal Message.

### Western Connecticut State Univ - Keisha Stokes

FROM: POSTMASTER

**CREATED BY: POSTMASTER** 

SENT: Tuesday, March 6, 2018 11:53:00 AM

TO: Western Connecticut State Univ - Keisha Stokes

**SUBJECT:** New Job Orders added to System

The following Job Order(s) have been added to the CTHires.

Job(s) information:

Job #: 133922

Job Title: Assistant Professor/Sociology (Tenure Track) - Department of Social

Sciences

Current Status: Veteran Hold

When a job order is entered in CTHires it is placed on Vet Hold status, meaning that only registered veterans who are logged into CTHires can view the job order for a 24 hour period. This process allows Veterans to receive priority of service on all jobs. After the 24 hour period, the job is released and viewable to <u>all</u> job seekers.



This message was sent via Internal Message.

### Western Connecticut State Univ - Keisha Stokes

FROM: POSTMASTER

**CREATED BY: POSTMASTER** 

**SENT:** Tuesday, February 27, 2018 4:29:00 PM

TO: Western Connecticut State Univ - Keisha Stokes

**SUBJECT:** New Job Orders added to System

The following Job Order(s) have been added to the CTHires.

Job(s) information:

Job #: 133116

Job Title: Environmental Health and Safety Assistant - Environmental & Facilities

Services

Current Status: Veteran Hold

When a job order is entered in CTHires it is placed on Vet Hold status, meaning that only registered veterans who are logged into CTHires can view the job order for a 24 hour period. This process allows Veterans to receive priority of service on all jobs. After the 24 hour period, the job is released and viewable to <u>all</u> job seekers.



This message was sent via Internal Message.

### Western Connecticut State Univ - Keisha Stokes

FROM: POSTMASTER

**CREATED BY: POSTMASTER** 

**SENT:** Tuesday, February 27, 2018 5:18:00 PM

TO: Western Connecticut State Univ - Keisha Stokes

**SUBJECT:** New Job Orders added to System

The following Job Order(s) have been added to the CTHires.

Job(s) information:

Job #: 133121

Job Title: Assistant to the Director - Fiscal Affairs

Current Status: Veteran Hold

When a job order is entered in CTHires it is placed on Vet Hold status, meaning that only registered veterans who are logged into CTHires can view the job order for a 24 hour period. This process allows Veterans to receive priority of service on all jobs. After the 24 hour period, the job is released and viewable to <u>all</u> job seekers.



This message was sent via Internal Message.

### Western Connecticut State Univ - Keisha Stokes

FROM: POSTMASTER

**CREATED BY: POSTMASTER** 

SENT: Monday, February 26, 2018 12:18:00 PM

TO: Western Connecticut State Univ - Keisha Stokes

**SUBJECT:** New Job Orders added to System

The following Job Order(s) have been added to the CTHires.

Job(s) information:

Job #: 132864

Job Title: 700-514 Head Coach/Mens Basketball - Intercollegiate Athletics

Current Status: Veteran Hold

When a job order is entered in CTHires it is placed on Vet Hold status, meaning that only registered veterans who are logged into CTHires can view the job order for a 24 hour period. This process allows Veterans to receive priority of service on all jobs. After the 24 hour period, the job is released and viewable to <u>all</u> job seekers.



This message was sent via Internal Message.

### Western Connecticut State Univ - Keisha Stokes

FROM: POSTMASTER

**CREATED BY: POSTMASTER** 

**SENT:** Tuesday, February 20, 2018 10:40:00 AM

**TO:** Western Connecticut State Univ - Keisha Stokes

**SUBJECT:** New Job Orders added to System

The following Job Order(s) have been added to the CTHires.

Job(s) information:

Job #: 132198

Job Title: 700-502 Assistant or Associate Professor (Special Education/Applied

Behavior Analysis) - Education & Educational Psychology

Current Status: Veteran Hold

When a job order is entered in CTHires it is placed on Vet Hold status, meaning that only registered veterans who are logged into CTHires can view the job order for a 24 hour period. This process allows Veterans to receive priority of service on all jobs. After the 24 hour period, the job is released and viewable to <u>all</u> job seekers.



This message was sent via Internal Message.

### Western Connecticut State Univ - Keisha Stokes

FROM: POSTMASTER

**CREATED BY: POSTMASTER** 

**SENT:** Tuesday, February 20, 2018 12:36:00 PM

TO: Western Connecticut State Univ - Keisha Stokes

**SUBJECT:** New Job Orders added to System

The following Job Order(s) have been added to the CTHires.

Job(s) information:

Job #: 132218

Job Title: 700-519 Assistant Professor (Reading) - Education & Educational

Psychology

Current Status: Veteran Hold

When a job order is entered in CTHires it is placed on Vet Hold status, meaning that only registered veterans who are logged into CTHires can view the job order for a 24 hour period. This process allows Veterans to receive priority of service on all jobs. After the 24 hour period, the job is released and viewable to <u>all job</u> seekers.



This message was sent via Internal Message.

### Western Connecticut State Univ - Keisha Stokes

FROM: POSTMASTER

**CREATED BY: POSTMASTER** 

**SENT:** Tuesday, February 20, 2018 1:04:00 PM

TO: Western Connecticut State Univ - Keisha Stokes

**SUBJECT:** New Job Orders added to System

The following Job Order(s) have been added to the CTHires.

Job(s) information: Job #: 132222

Job Title: Dean - Macricostas School of Arts & Sciences

Current Status: Veteran Hold

When a job order is entered in CTHires it is placed on Vet Hold status, meaning that only registered veterans who are logged into CTHires can view the job order for a 24 hour period. This process allows Veterans to receive priority of service on all jobs. After the 24 hour period, the job is released and viewable to all job seekers.



This message was sent via Internal Message.

### Western Connecticut State Univ - Keisha Stokes

FROM: POSTMASTER

**CREATED BY:** POSTMASTER

**SENT:** Tuesday, February 20, 2018 2:25:00 PM

**TO:** Western Connecticut State Univ - Keisha Stokes

**SUBJECT:** New Job Orders added to System

The following Job Order(s) have been added to the CTHires.

Job(s) information:

Job #: 132241

Job Title: 700-503 Coordinator of Simulation & Clinical Learning - Department of

Nursing

Current Status: Veteran Hold

When a job order is entered in CTHires it is placed on Vet Hold status, meaning that only registered veterans who are logged into CTHires can view the job order for a 24 hour period. This process allows Veterans to receive priority of service on all jobs. After the 24 hour period, the job is released and viewable to <u>all</u> job seekers.



This message was sent via Internal Message.

### Western Connecticut State Univ - Keisha Stokes

FROM: POSTMASTER

**CREATED BY: POSTMASTER** 

**SENT:** Thursday, February 1, 2018 12:23:00 PM

TO: Western Connecticut State Univ - Keisha Stokes

**SUBJECT:** New Job Orders added to System

The following Job Order(s) have been added to the CTHires.

Job(s) information:

Job #: 130028

Job Title: 700-515 Assistant or Associate Professor (Tenure Track) - Division of

Justice & Law Administration Current Status: Veteran Hold

When a job order is entered in CTHires it is placed on Vet Hold status, meaning that only registered veterans who are logged into CTHires can view the job order for a 24 hour period. This process allows Veterans to receive priority of service on all jobs. After the 24 hour period, the job is released and viewable to <u>all</u> job seekers.



This message was sent via Internal Message.

### Western Connecticut State Univ - Keisha Stokes

FROM: POSTMASTER

**CREATED BY: POSTMASTER** 

SENT: Thursday, February 1, 2018 12:35:00 PM

**TO:** Western Connecticut State Univ - Keisha Stokes

**SUBJECT:** New Job Orders added to System

The following Job Order(s) have been added to the CTHires.

Job(s) information:

Job #: 130029

Job Title: 700-516 Assistant or Associate Professor - (Tenure Track) - Division of

Justice & Law Administration Current Status: Veteran Hold

When a job order is entered in CTHires it is placed on Vet Hold status, meaning that only registered veterans who are logged into CTHires can view the job order for a 24 hour period. This process allows Veterans to receive priority of service on all jobs. After the 24 hour period, the job is released and viewable to <u>all job</u> seekers.



This message was sent via Internal Message.

### Western Connecticut State Univ - Keisha Stokes

FROM: POSTMASTER

**CREATED BY: POSTMASTER** 

**SENT:** Thursday, February 1, 2018 12:51:00 PM

TO: Western Connecticut State Univ - Keisha Stokes

**SUBJECT:** New Job Orders added to System

The following Job Order(s) have been added to the CTHires.

Job(s) information:

Job #: 130031

Job Title: School of Professional Studies Dean

Current Status: Veteran Hold

When a job order is entered in CTHires it is placed on Vet Hold status, meaning that only registered veterans who are logged into CTHires can view the job order for a 24 hour period. This process allows Veterans to receive priority of service on all jobs. After the 24 hour period, the job is released and viewable to <u>all</u> job seekers.



This message was sent via Internal Message.

### Western Connecticut State Univ - Keisha Stokes

FROM: POSTMASTER

**CREATED BY: POSTMASTER** 

**SENT:** Monday, January 29, 2018 9:02:00 AM

TO: Western Connecticut State Univ - Keisha Stokes

SUBJECT: New Job Orders added to System

The following Job Order(s) have been added to the CTHires.

Job(s) information:

Job #: 129402

Job Title: 700-512 Assistant Football Coach - Intercollegiate Athletics

Current Status: Veteran Hold

When a job order is entered in CTHires it is placed on Vet Hold status, meaning that only registered veterans who are logged into CTHires can view the job order for a 24 hour period. This process allows Veterans to receive priority of service on all jobs. After the 24 hour period, the job is released and viewable to <u>all</u> job seekers.



This message was sent via Internal Message.

### Western Connecticut State Univ - Keisha Stokes

FROM: POSTMASTER

**CREATED BY: POSTMASTER** 

SENT: Monday, January 29, 2018 8:40:00 AM

**TO:** Western Connecticut State Univ = Keisha Stokes

**SUBJECT:** New Job Orders added to System

The following Job Order(s) have been added to the CTHires.

Job(s) information:

Job #: 129395

Job Title: 700-511 Head Coach/Womens Soccer - Intercollegiate Athletics

Current Status: Veteran Hold

When a job order is entered in CTHires it is placed on Vet Hold status, meaning that only registered veterans who are logged into CTHires can view the job order for a 24 hour period. This process allows Veterans to receive priority of service on all jobs. After the 24 hour period, the job is released and viewable to <u>all</u> job seekers.



This message was sent via Internal Message.

### Western Connecticut State Univ - Keisha Stokes

FROM: POSTMASTER

**CREATED BY: POSTMASTER** 

**SENT:** Friday, December 29, 2017 4:05:00 PM

TO: Western Connecticut State Univ - Keisha Stokes

**SUBJECT:** New Job Orders added to System

The following Job Order(s) have been added to the CTHires.

Job(s) information:

Job #: 115757

Job Title: 700-513 Assistant Professor (Tenure Track) - Department of Chemistry

Current Status: Veteran Hold

When a job order is entered in CTHires it is placed on Vet Hold status, meaning that only registered veterans who are logged into CTHires can view the job order for a 24 hour period. This process allows Veterans to receive priority of service on all jobs. After the 24 hour period, the job is released and viewable to <u>all</u> job seekers.



This message was sent via Internal Message.

### Western Connecticut State Univ - Keisha Stokes

FROM: POSTMASTER

**CREATED BY: POSTMASTER** 

SENT: Friday, December 29, 2017 3:57:00 PM

TO: Western Connecticut State Univ - Keisha Stokes

SUBJECT: New Job Orders added to System

The following Job Order(s) have been added to the CTHires.

Job(s) information: Job #: 115755 Job Title: 700-512

Current Status: Veteran Hold

When a job order is entered in CTHires it is placed on Vet Hold status, meaning that only registered veterans who are logged into CTHires can view the job order for a 24 hour period. This process allows Veterans to receive priority of service on all jobs. After the 24 hour period, the job is released and viewable to <u>all</u> job seekers.



This message was sent via Internal Message.

### Western Connecticut State Univ - Keisha Stokes

FROM: POSTMASTER

**CREATED BY: POSTMASTER** 

SENT: Wednesday, December 6, 2017 4:16:00 PM

**TO:** Western Connecticut State Univ - Keisha Stokes

**SUBJECT:** New Job Orders added to System

The following Job Order(s) have been added to the CTHires.

Job(s) information:

Job #: 113876

Job Title: 700-510 Assistant Professor-Tenure Track/Writing, Linguistics &

Creative Process

Current Status: Veteran Hold

When a job order is entered in CTHires it is placed on Vet Hold status, meaning that only registered veterans who are logged into CTHires can view the job order for a 24 hour period. This process allows Veterans to receive priority of service on all jobs. After the 24 hour period, the job is released and viewable to <u>all</u> job seekers.



This message was sent via Internal Message.

### Western Connecticut State Univ - Keisha Stokes

FROM: POSTMASTER

**CREATED BY: POSTMASTER** 

SENT: Wednesday, December 6, 2017 4:08:00 PM

TO: Western Connecticut State Univ - Keisha Stokes

**SUBJECT:** New Job Orders added to System

The following Job Order(s) have been added to the CTHires.

Job(s) information:

Job #: 113875

Job Title: 700-509 Assistant Professor - Tenure Track - Department of Health

Promotion and Exercise Sciences Current Status: Veteran Hold

When a job order is entered in CTHires it is placed on Vet Hold status, meaning that only registered veterans who are logged into CTHires can view the job order for a 24 hour period. This process allows Veterans to receive priority of service on all jobs. After the 24 hour period, the job is released and viewable to <u>all</u> job seekers.



This message was sent via Internal Message.

### Western Connecticut State Univ - Keisha Stokes

FROM: POSTMASTER

**CREATED BY: POSTMASTER** 

SENT: Wednesday, December 6, 2017 4:00:00 PM

TO: Western Connecticut State Univ - Keisha Stokes

**SUBJECT:** New Job Orders added to System

The following Job Order(s) have been added to the CTHires.

Job(s) information:

Job #: 113874

Job Title: Library Services Tutoring Resources Center University Assistant

Current Status: Veteran Hold

When a job order is entered in CTHires it is placed on Vet Hold status, meaning that only registered veterans who are logged into CTHires can view the job order for a 24 hour period. This process allows Veterans to receive priority of service on all jobs. After the 24 hour period, the job is released and viewable to <u>all</u> job seekers.



This message was sent via Internal Message.

#### Western Connecticut State Univ - Keisha Stokes

FROM: POSTMASTER

**CREATED BY: POSTMASTER** 

SENT: Wednesday, December 6, 2017 3:52:00 PM

TO: Western Connecticut State Univ - Keisha Stokes

**SUBJECT:** New Job Orders added to System

The following Job Order(s) have been added to the CTHires.

Job(s) information: Job #: 113872

Job Title: Human Resources Assistant (HR Assistant)

Current Status: Veteran Hold

When a job order is entered in CTHires it is placed on Vet Hold status, meaning that only registered veterans who are logged into CTHires can view the job order for a 24 hour period. This process allows Veterans to receive priority of service on all jobs. After the 24 hour period, the job is released and viewable to <u>all</u> job seekers.



This message was sent via Internal Message.

#### Western Connecticut State Univ - Keisha Stokes

FROM: POSTMASTER

**CREATED BY: POSTMASTER** 

SENT: Wednesday, December 6, 2017 3:46:00 PM

TO: Western Connecticut State Univ - Keisha Stokes

**SUBJECT:** New Job Orders added to System

The following Job Order(s) have been added to the CTHires.

Job(s) information:

Job #: 113870

Job Title: 700-503 Coordinator of Simulation & Clinical Learning - Department of

Nursing

Current Status: Veteran Hold

When a job order is entered in CTHires it is placed on Vet Hold status, meaning that only registered veterans who are logged into CTHires can view the job order for a 24 hour period. This process allows Veterans to receive priority of service on all jobs. After the 24 hour period, the job is released and viewable to <u>all</u> job seekers.



This message was sent via Internal Message.

### Western Connecticut State Univ - Keisha Stokes

FROM: POSTMASTER

**CREATED BY: POSTMASTER** 

**SENT:** Friday, December 1, 2017 3:08:00 PM

TO: Western Connecticut State Univ - Keisha Stokes

SUBJECT: New Job Orders added to System

The following Job Order(s) have been added to the CTHires.

Job(s) information:

Job #: 113433

Job Title: Police Officer - University Police Department

Current Status: Veteran Hold

When a job order is entered in CTHires it is placed on Vet Hold status, meaning that only registered veterans who are logged into CTHires can view the job order for a 24 hour period. This process allows Veterans to receive priority of service on all jobs. After the 24 hour period, the job is released and viewable to <u>all</u> job seekers.



This message was sent via Internal Message.

#### Western Connecticut State Univ - Keisha Stokes

FROM: POSTMASTER

**CREATED BY: POSTMASTER** 

**SENT:** Friday, December 1, 2017 2:45:00 PM

TO: Western Connecticut State Univ - Keisha Stokes

SUBJECT: New Job Orders added to System

The following Job Order(s) have been added to the CTHires.

Job(s) information:

Job #: 113425

Job Title: Landscape Technician Current Status: Veteran Hold

When a job order is entered in CTHires it is placed on Vet Hold status, meaning that only registered veterans who are logged into CTHires can view the job order for a 24 hour period. This process allows Veterans to receive priority of service on all jobs. After the 24 hour period, the job is released and viewable to <u>all job</u> seekers.



This message was sent via Internal Message.

#### Western Connecticut State Univ - Keisha Stokes

FROM: POSTMASTER

**CREATED BY: POSTMASTER** 

SENT: Thursday, November 9, 2017 3:54:00 PM

TO: Western Connecticut State Univ - Keisha Stokes

**SUBJECT:** New Job Orders added to System

The following Job Order(s) have been added to the CTHires.

Job(s) information:

Job #: 111533

Job Title: 700-501 Assistant or Associate Professor (Tenure Track) - Management

Current Status: Veteran Hold

When a job order is entered in CTHires it is placed on Vet Hold status, meaning that only registered veterans who are logged into CTHires can view the job order for a 24 hour period. This process allows Veterans to receive priority of service on all jobs. After the 24 hour period, the job is released and viewable to <u>all</u> job seekers.



This message was sent via Internal Message.

### Western Connecticut State Univ - Keisha Stokes

FROM: POSTMASTER

**CREATED BY: POSTMASTER** 

**SENT:** Friday, October 20, 2017 5:00:00 PM

TO: Western Connecticut State Univ - Keisha Stokes

SUBJECT: New Job Orders added to System

The following Job Order(s) have been added to the CTHires.

Job(s) information:

Job #: 109634

Job Title: 700-502 Assistant Professor Special Education/Applied Behavior

Analysis (Tenure Track) -Education & Educational Psychology

Current Status: Veteran Hold

When a job order is entered in CTHires it is placed on Vet Hold status, meaning that only registered veterans who are logged into CTHires can view the job order for a 24 hour period. This process allows Veterans to receive priority of service on all jobs. After the 24 hour period, the job is released and viewable to <u>all</u> job seekers.



This message was sent via Internal Message.

# Western Connecticut State Univ - Keisha Stokes

FROM: POSTMASTER

**CREATED BY: POSTMASTER** 

**SENT:** Friday, October 20, 2017 4:47:00 PM

TO: Western Connecticut State Univ - Keisha Stokes

**SUBJECT:** New Job Orders added to System

The following Job Order(s) have been added to the CTHires.

Job(s) information:

Job #: 109633

Job Title: 700-504 Assistant Professor (Tenure Track) - Education & Educational

Psychology

Current Status: Veteran Hold

When a job order is entered in CTHires it is placed on Vet Hold status, meaning that only registered veterans who are logged into CTHires can view the job order for a 24 hour period. This process allows Veterans to receive priority of service on all jobs. After the 24 hour period, the job is released and viewable to <u>all</u> job seekers.



This message was sent via Internal Message.

#### Western Connecticut State Univ - Keisha Stokes

FROM: POSTMASTER

**CREATED BY: POSTMASTER** 

**SENT:** Friday, September 15, 2017 12:28:00 PM

TO: Western Connecticut State Univ - Keisha Stokes

**SUBJECT:** New Job Orders added to System

The following Job Order(s) have been added to the CTHires.

Job(s) information:

Job #: 106055

Job Title: Laboratory & Clinical Coordinator - Department of Nursing

Current Status: Veteran Hold

When a job order is entered in CTHires it is placed on Vet Hold status, meaning that only registered veterans who are logged into CTHires can view the job order for a 24 hour period. This process allows Veterans to receive priority of service on all jobs. After the 24 hour period, the job is released and viewable to <u>all</u> job seekers.



This message was sent via Internal Message.

#### Western Connecticut State Univ - Keisha Stokes

FROM: POSTMASTER

**CREATED BY: POSTMASTER** 

SENT: Tuesday, September 12, 2017 4:01:00 PM

**TO:** Western Connecticut State Univ - Keisha Stokes

**SUBJECT:** New Job Orders added to System

The following Job Order(s) have been added to the CTHires.

Job(s) information: Job #: 105628

Job Title: Director of Admissions Current Status: Veteran Hold

When a job order is entered in CTHires it is placed on Vet Hold status, meaning that only registered veterans who are logged into CTHires can view the job order for a 24 hour period. This process allows Veterans to receive priority of service on all jobs. After the 24 hour period, the job is released and viewable to <u>all</u> job seekers.



This message was sent via Internal Message.

#### Western Connecticut State Univ - Keisha Stokes

FROM: POSTMASTER

**CREATED BY: POSTMASTER** 

**SENT:** Friday, August 25, 2017 2:33:00 PM

TO: Western Connecticut State Univ - Keisha Stokes

**SUBJECT:** New Job Orders added to System

The following Job Order(s) have been added to the CTHires.

Job(s) information:

Job #: 103957

Job Title: Learning Specialist - Notetaking - AccessAbility Services

Current Status: Veteran Hold

When a job order is entered in CTHires it is placed on Vet Hold status, meaning that only registered veterans who are logged into CTHires can view the job order for a 24 hour period. This process allows Veterans to receive priority of service on all jobs. After the 24 hour period, the job is released and viewable to <u>all</u> job seekers.

#### Connecticut Area Colleges & Universities (AA Recruitment Distribution List)

Anastasia Pych - Middlesex Community College

Charter Oak State College

heryl Cyr - Asnuntuck Community College

Cheryl De Vonish - Norwalk Community College

Christina Billings - Post University
Cynthia Agosto - Capital Community College

David Canton - Connecticut College Goodwin College

Holi Martinez - Tunxis Community College

Human Resources - University of Bridgeport

Jianguo (Jay) Zhu - Eastern Connecticut State University

Karla Spurlock-Evans - Trinity College

Lana Dillon - Saint Vincent College Lauren Davis - Wesleyan University

Leah Glende - Manchester Community College

Loren Testani - Fairfield University

Mark Magnotti - Gateway Community College

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Mildred Hernandez-Verdejo - Southern Connecticut State University

verdejom1@southernct.edu

Na-Tasha Bryan - University of Saint Joesph

nbryan@usj.edu

Nick D'Agostino - Central Connecticut State University

Office of Diversity & Equity - UCONN searchcompliance@uconn.edu

Office of Human Resources & Development - University of Hartford

hrd@hartford.edu

Paul Martland - Quinebaug Valley Community College

pmartland@qvcc.edu

Ronald Clymer - Naugatuck Valley Community College

rclymer@nv.edu

Stuart Brown - UCONN-Waterbury

Valarie Stanley - Yale University

stuart.brown@uconn.edu

Susan Wright - Naugatuck Valley Community College

SWright@nvcc.commnet.edu

Tammy Petrucelli - Sacred Heart University

petrucellit@sacredheart.edu

Theresa Eisenbach - Housatonic Community College

TEisenbach@hcc.commnet.edu

valarie.stanley@yale.edu

Victoria Baker - Three Rivers Community College

vbaker@trcc.commnet.edu

Wendy Bovia - Northwestern Connecticut Community College

wbovia@nwcc.commnet.edu

#### Community/Nationwide Outreach (AA Recruitment Distribution List)

Adele Howard - CT Dept. of Mental Health & Addiction Services

adele.howard@po.state.ct.us

American Job Center - Department of Employment Services - DC

does@dc.gov

Ana Malave-Ortiz - Catholic Charities Archdiocese of Hartford

aortiz@ccaoh.org

Ashtian Holmes - Urban Male Leadership Academy

Bethel A.M.E. Church - New Haven

Catholic Charities USA

Community Baptist Church - New Haven

Community of the Cross Ministries - Danbury

aholmes@bmcc.cuny.edu bamenhoffice@gmail.com info@catholiccharitiesusa.org cbcnhvoffice@gmail.com

info@communityofthecrossministries.com

Concerned Black Men National (Headquarters) - DC

info@cbmnational.org

Connecticut State Office of Higher Education - EEIC

edinfo@ctohe.org

Elder Henry N. White, Sr. - New Bethel COGIC- Danbury

elder93@hotmail.com

GFWC - General Federation of Women's Clubs

GFWC@GFWC.org

Helen Farinella - World Learning Org.

helen.farinella@worldlearning.org

Hispanic Seventh-Day Adventist Church - Danbury

danburysdachurch@hotmail.com

Julie Schmitter - Danbury Youth Services, Inc.

jschmitter@danburyyouthservices.org

Kathleen Boundy - Center for Law & Education - Boston

kboundy@cleweb.org

Legal Assistance Resources Center of Connecticut

larccmail@larcc.org

LouAnn Bloomer - TBICO

TBICO1@aol.com

Louise Moss - Women's Mentoring Network, Inc.

Imoss@wmninc.org

Michael DeJesus - The Urban Male Leadership Program

michael.dejesus@lc.cuny.edu

Mount Pleasant A.M.E. Zion Church - Danbury

mountpleasantamez@att.net

Mt. Calvary Revival Center - New Haven

New Hope Baptist Church - Danbury

info@mcrevivalcenter.org info@newhopedanbury.org marybru@aol.com

New Hope Baptist Church - New Haven

New Opportunities, Inc. of Connecticut

info@NewOppInc.org

Paul Weckstein - Center for Law & Education - DC

pweckstein@cleweb.org

Town of Manchester, CT - Human Resources

hr@manchesterct.gov

Varick A.M.E. Zion Church - New Haven

info@varickmemorial.org

Vertical Church - West Haven

info@verticalct.com

#### Walnut Hill Community Church - Bethel

YWCA - Hartford Region

bility Beyond
Annette Davis - The Links, Inc. (GA)
CAEL National
Career Transitions Center of Chicago
Crossroads Career Services, Inc.
Little Africa, LLC.
Sofia Reed - Tri-State Diversity Council

The Links, Inc. - LA
The Links, Inc. - NC
The Links, Inc. - SC
The National Society of Leadership & Success

Willow Creek Job Connection

hello@walnuthillcc.org ywcainfo@ywcahartford.org

info@abilitybeyond.org apdavis59@att.net cael@cael.org info@ctcchicago.org support@crossroadscareer.org market@littleafrica.com

sofia.reed@nationaldiversitycouncil.org alexandria@linksinc.org info@durhamnclinks.org correspondingsecretary@charlestonsclinksinc.org

info@societyleadership.org employmentservices@willowcreek.org

# Minority Colleges & Universities (AA Recruitment Distribution List)

Adicia Waddell - Xavier University
Adrian Cheatham - Morehouse College
Andrea Wray - Howard University
Anita Scott - Wilberforce University
Arnett Hall - Allen University
Bridget Barnes - North Carolina Central University

Carmen Douglas - Alabama State University

Cassandra Tarver-Ross - Alabama A&M University

Chris Newton - Philander Smith College

Constance Colter-Brabham - Voorhees College

Deborah Jones - Virginia Union University

Dorothy Langley - Jarvis Christian College

Ebony Kendrick - Bennett College Edna Knight - Florida A&M University Elionder "Lonnie" Harmon - Dillard University

Gladys Jones - Tougaloo College Jannette Henry-Davenport - Paine College

Julia Walker - Virginia State University

Kim Cobb - Gadsden State Community College

Kimberly Daniels - Bluefield State College

Marie Henry - Texas Southern University

Mary Ames - University of Maryland-Eastern Shore

Maudre Addison - Johnson C. Smith University

Mona R. Gonzales - Haskell Indian Nations University

Monica Bradley - Grambling State University

Oakwood University Patricia Pegues - Rust College Paula G. Bowe - Elizabeth City State University

Rich Kohler - Bethune-Cookman University

Rita Williams-Seay - Tennessee State University

Sandra Cintron - Lincoln University

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Sandra Golson - Delaware State University	
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Sharon Soles - Fayetteville State University	shander.gund@mvsu.edu
All and a second	ssoles@uncfsu.edu
Shavonda Q. Holmes - Hampton University	
Sikitia Lanier - Kentucky State University	shavonda.holmes@hamptonu.edu
•	sikitia.lanier@kysu.edu
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Susan Smith - Southern University	susan_smith@subr.edu
Talladega College	brhoden@talladega.edu
Tanesha Carney - Fisk University	tcarney@fisk.edu
Thomas Hudson - Jackson State University	
	thomas.k.hudson@jsums.edu
Valerie Williams - Florida Memorial University	
	jobs@fmuniv.edu
Vergie Spears - Lawson State Community College	
	vspears@lawsonstate.edu
Vicki Strong - Cheyney University of Pennsylvania	
	vstrong@cheyney.edu
Victoria F. Lewis - Edward Waters College	
Wayne II Barant Carthau II i and that Character	v.lewis@ewc.edu
Wayne H. Bryant - Southern University at Shreveport	when and Osuala adv
Xaviere Irby - Concordia College Alabama	whbryant@susla.edu
Naviere fray Concordia College Alabama	humanresources@ccal.edu
asmin J. Mitchell - University of the District of Colum	
,	ymitchell@udc.edu
	-
Annala Branks - Dal May Callaga	abasakat @daluara ada
Angela Brooks - Del Mar College	abrooks 5@delmar.edu
Butch Batchelder - Pueblo Community College	butch.batchelder@pueblocc.edu
Cal State University - Bakersfield	malcala3@csub.edu
Catherine A. Martinez - New Mexico Highlands Unive	
Councille 7. Martinez New Wexles Figuralias Stilve	camartinez@nmhu.edu
Ellen Easterlin - Claflin University	eeasterlin@claflin.edu
Fermin Rubio - New Mexico State University	
•	frubio@nmsu.edu
Gene Little - Los Angeles Community College District	
, ,	diversityprograms@laccd.edu
Huston-Tillotson University	humanresources@htu.edu
Jessica Waddell - Imperial Valley College	
	jessica.waddell@imperial.edu
LaRue C. Harden - Fort Valley State University	
	hardenl@fvsu.edu
Linda Reis - College of the Sequoias	lindarei@cos.edu
Oswaldo Galdamez - California State University - Los	•
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itacy E. Williams, Jr Langston University	annillia ana Olana antana ant
Suzi Hayayard Mt San Antonio Callaga	sewilliams@langston.edu
Suzi Hayward - Mt. San Antonio College	shayward@mtsac.edu
	and v worth with Soft EUU

Tracy L. Watson - Central State University

University of St. Thomas Valeria Garcia - The University of Texas at El Paso

Winnie Winkley - Wiley College

twatson@centralstate.edu humanresources@stthomas.edu

vgarcia22@utep.edu wlwinkley@wileyc.edu Nat'l Colleges & Universities (AA Recruitment Distribution List)

Amy Waters - East Carolina University

watersa@ecu.edu

ngela Williams - Arapahoe Community College

angela.williams@arapahoe.edu

Ayana Murray - John Jay College of Criminal Justice

amurray@jjay.cuny.edu

Cayce J. Rogers - Troy University

rogerscj@troy.edu

Charlene Hamilton - University of Louisiana at Lafayette

chamilton@louisiana.edu

Christine Singh-Dias - Hostos Community College - CUNY

cdias-singh@hostos.cuny.edu

Cindy Welp - Morningside College

welp@morningside.edu

Clara Orlando - University of Massachusetts - Lowell

, - 3

College of the Siskiyous

clara_orlando@uml.edu broomfield@siskiyous.edu

Darla Ferguson - Eastern Florida State College

fergusond@easternflorida.edu

Delaware Tech. Community College (Charles L. Terry Campus)

owens-jobs@dtcc.edu

Delaware Tech. Community College (Stanton Campus)

s-jobs@dtcc.edu

Delaware Tech. Community College (Willmington Campus)

w-jobs@dtcc.edu

Donna Zavattiere - Lehman College - CUNY

donna.zavattiere@lehman.cuny.edu

dith Rivera - The Graduate Center - CUNY

erivera@gc.cuny.edu

Eileen Figueroa - St. Thomas University

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Elizabeth Hurssey - Mississippi Valley State University

ejhurssey@mvsu.edu

Gila Rohr - Kingsborough Community College - CUNY

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Gwendolyn Harewood - York College - CUNY

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Haeryon Kim - Fort Lewis College

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Joseph Cronin - Lake Michigan College

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Karen Davis - Chipola College

davisk@chipola.edu

Kay Lee - Pitt Community College

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Krystle Santana - University of Massachusetts - Boston

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Lauren Schneider - University of Miami

I.schneider@miami.edu

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Nancy Watkins - University of West Georgia

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Brooklyn, NY

Burlington, VT

Charleston, SC

Cleveland, OH

Detroit, MI

East County - CA

Eugene-Springfield, OR

Greater Hartford

Greater New Haven, CT

Houston, TX

Indianapolis

Iowa-Nebraska

Kutztown U. Chpt.

Lincoln U. Chpt.

Memphis, TN

Monterey County - CA

New Haneover County - NC

Norfolk, VA

North Carolina

Philadelphia, PA

Riverside, CT

Seattle, WA

stafford County, VA

Syracuse U. Chpt.

Tacoma, WA

Temple U. Chpt.

Tuscaloosa, AL

W. Virginia U. - Collegiate Chpt.

Washington, DC

Wichita, KS

Anchorage, AK

Antelope Valley, CA

Asheville/Buncombe County - NC

Brunswick County - NC

Burlington/Alamance County - NC

Camden County - NC

Charlotte/Mecklenburg County

Chicago Southside Branch - IL

Dane County - WI

Denver, CO

Durham County - NC

Evanston, IL

Henry County - GA

Honolulu, HI

os Angeles, CA

Metropolitan Kalamazoo, MI

Montgomery County - MD

Omaha, NE

Richmond Branch - VA

Southern Burlington County - NJ

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NAACP - Snohomish County Branch	NAACP - Prince George County	NAACP - Southern Burlington County
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NAACP - Barstow Branch	NAACP - Bakersfield Branch	NAACP - Altadena Branch
P.O. Box 874	P.O. Box 70101	P.O. Box 6018
Barstow, CA 92312	Bakersfield, CA 93387	Altadena, CA 91003
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Chicago Far South Suburban NAACP	NAACP - Carson/Torrance Branch	NAACP - Decatur Branch
P.O. Box 484	P.O. Box 4668	P.O. Box 6092
Homewood, IL 60430	Carson, CA 94709	Decatur, IL 62524
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Alexandria, VA 22313	Bristol, VA 24201	Chesapeake, VA 23324
NAACP - Berkeley Branch P.O. Box 613 Berkeley, CA 94701	Fredericksburg VA Branch - NAACP P.O. Box 1762 Fredericksburg, VA 22402	Harrisonburg Virginia Branch - NAACP 800 S. Main Street Msc 8163 Harrisonburg, VA 22807
Virginia Beach Virginia Branch - NAACP P.O. Box 6114 Virginia Beach, VA 23456-0114	Anson County Branch - NAACP P.O. Box 335 Wadesboro, NC 28170	NAACP - Beverly Hills/ Hollywood Branch P.O. Box 2349 Hollywood, CA 90078
Beaufort County Branch - NAACP	NAACP - East Contra Costa County	Cabarrus County Branch - NAACP
P.O. Box 2153	P.O. Box 1026	P.O. Box 1195
Washington, NC 27889	Pittsburg, CA 94565	Concord, NC 28026
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NAACP – Waukesha Branch	NAACP - Sacramento Branch	NAACP - Columbus Branch
P.O. Box 676	P.O. Box 188231, 816 H. St.	233 South High Street, #207
Brookfield, WI 53008-0676	Sacramento, CA 95818	Columbus, OH 43215
NAACP - San Fernando Valley Branch	NAACP - Honolulu Branch	NAACP - Salem County Branch
P.O. Box 922092	P.O. Box 6	P.O. Box 25
Pacoima, CA 91333-0998	Honolulu, HI 96810	Salem, NJ 08079
NAACP - Ann Arbor Branch	NAACP - Salt Lake Branch	NAACP - Springfield Branch
P.O. Box 3399	P.O. Box 25414	P.O. Box 90163, Mason Square Station
Ann Arbor, MI 48106	Salt Lake City, UT 84125-0414	Springfield, MA 01139
NAACP - Brockton Branch	NAACP - Greater Nashua Branch	NAACP - Seacoast Branch
P.O. Box 1535	P.O. Box 6114	P.O. Box 1261
Brockton, MA 02301	Nashua, NH 03063	Portsmouth, NH 03802-1261
NAACP - Kentucky State Branch	NAACP - Trenton Branch	NAACP - Irvington Branch
P.O. Box 306	P.O. Box 1355	P.O. Box 130
Frankfort, KY 40601	Trenton, NJ 08608	Garfield, KY 40140
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NAACP – Yakima County Branch	NAACP - Athens Branch	NAACP - Maricopa County Branch
1211 South 7 th Street	P.O. Box 82522	P.O. Box 20883
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# Office of Diversity and Equity (/diversity)

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Office of Diversity and (/diversity/) Equity (ODE)

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University

Statement Affirmative

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Action Plan -Affirmative-Action-Plan.pdf) Search Procedures

The University's search procedures are interpreted from the Affirmative Action Plans by State Government Agenges Regulations Sections 46a-68-75 through 46a-68-114, inclusive. These procedures are designed to ensure an efficient search process and to provide clear documentation efforts are undertaken by all who serve Western Connecticut State University to support its Affirmative Action Policy and all of the established goals filed in the Affirmative Action Plan. Any questions and concerns can be addressed by the Office of Diversity and Equity (ODE), (203) 837-8278.

Please click here (http://www.ct.gov/chro/Ab/chro/AA_Regulations_Effective_4-17-2015.pdf) to review the amended Affirmative Action Plans by State Government Agencies Regulations Sections 46a-68-75 through 46a-68-114, inclusive,

You will find links in the below menu for each of the following search procedures:

Search Committee Guidelines (will be published by or after November 1, 2018)

Management Confidential

Administrative Faculty (SUOAF)

Classified - Clerical, Police and Maintenance

content/uploads/sites/37/2017/09/2014-Faculty

Search Committee Interview Simulation Exercise (https://elc.polyu.edu.hk/cill/eiw/interviews/default.htm)

Job interviews are the most popular pre-employment assessment approach available, and they make sense. If you are going to hire someone who you will see for many hours a week, you should try to understand their past accomplishments and establish whether or not you can get along with the person. However, interviews range from unstructured to structured, and results vary depending on who is conducting the interview. Ultimately, as hard as we might try, we are all affected by biases. The interview simulation exercise can allow for applicants (and search committee participants) to navigate the interview process objectively and to evaluate managing any recognized bias one may have during the process.

Search Documents/Forms

University Search Plan (PDF) (/diversity/wp-content/uploads/sites/37/2017/09/University-Search-Plan-rev.-12.14.2017 pdf)

Conflict of Interest Disclosure Form (http://wcsu.edu/diversity/wp-content/uploads/sites/37/2017/09/Conflict-of-interest-Disclosure-Formrev.-9.22.2017 pdf)

Sample Applicant Screening Grid (http://wcsu.edu/diversity/wp-content/up/cads/sites/37/2018/01/Sample-Screening-Grid-Template.xlsx)

Diversity Resource Guide (PDF) (/diversity/wp-content/uploads/sites/37/2017/09/Diversity_Resource_Guide-2017-compl, -8.15.2017.pdf)

Best Practices with Interview Biases Sheet (PDF) (http://wcsu.edu/diversity/wp-content/uploads/sites/37/2018/01/Interview-Bias-Examplescompl.-7.17.2017.pdf)

Sample Interview Guide/Grid (PDF) (http://wcsu.edu/diversity/wp-content/uploads/sites/37/2018/01/WCSU-Behavioral-interview-questionscompl.-7.17.2017 pdf)

University Finalist Memorandum (DOCX) (http://wcsu.edu/diversity/wpcontent/uploads/sites/37/2018/01/Search_Committee_Finalist_Memorangum-compl, 9.02.2017.docx)

Committees (/diversity/committees/) and Working Groups

University Minority (/diversity/minority-Recruitment and recruitment-andretention-Resources (new resources-newpage coming soon) page-comingsoon/)

Cultural Diversity (/diversity/cultural-Programming programmingand Training(s) and-training/)

Discrimination(/diversity/discrimination-Complaints complaints/)

Diversity Resources (/diversity/resources/)

and

Information

Policies and (/diversity/policies-Procedures procedures/)

Search (/diversity/searchedures procedures/)

What is Title IX (/diversity/what-isand CaRRT? title-ix-and-cart/)

Campus Response & (/diversity/carrt/) Resource Team



HR/ODE PAF INFORMATION (DO NOT FIL	L)
SEARCH NO.:	_
POSITION TITLE:	

OFFICE OF DIVERSITY & EQUITY

		UNIVERSII	Y SEARC	CHPLAN		
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Reques	tor's Name/Title:			PAF Approval Date:	/ /	
Department: Office/Contact Number:			Request Date: / /			
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1.	Chairperson:				Gender	Race
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6.						
7.						
8.						
9.						
_10.						

Attach any additional selections on a separate page, as needed.

Note: Additional participant selections can be made for either (or both) student and/or union representation depending on the collective bargaining agreement for the position/vacancy. Please check with the Human Resources Office and/or the Office of Diversity and Equity for directed details and advisement.

181 WHITE STREET, DANBURY, CONNECTICUT, 06810



HR/ODE PAF INFORMATION (DO NOT	FILL)
SEARCH NO.:	
POSITION TITLE:	

#### OFFICE OF DIVERSITY & EQUITY

OTTICE OF DIVERSITY & EQUITY				
RECRUITMENT SOURCES:  INSTRUCTIONS: Please list all planned recruitment activities, including advertisement(s) in professional journals and/or newspapers, use of certification recruitment activities to attract applicants from under-represented groups to this professional planned recruitment activities to attract applicants from under-represented groups to this professional planned recruitment activities to attract applicants from under-represented groups to this professional planned recruitment activities.	i lists and/or applic	lleges a	nd universi on file, Desc	ties, ribe
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<b>■</b> WCSU DIVERSITY RESOURCE GUIDE SELECTION(S):				
☐ PROFESSIONAL ASSOCIATIONS/ORGANIZATIONS:				
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☐ DIVERSITY WEBSITES/PUBLICATIONS:				
	11	#		
☐ UPCOMING CONFERENCES/MEETINGS NOTICE(S):				
SEARCH CERTIFICATION:				
I,, affirm my time commitment as the and understanding on maintaining confidentiality of the employment deliberand the guidelines set forth in the campus search.	ne Chairperson of perations as prescr	the sea ibed by	CSCU Po	licy
Chairperson Signature:	Date:	/	/	
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181 WHITE STREET, DANBURY, CONNECTICUT, 06810	graph of the state			

181 WHITE STREET, DANBURY, CONNECTICUT, 06810

WWW.WCSU.EDU/DIVERSITY



# **OFFICE OF DIVERSITY AND EQUITY**

# DIVERSITY RESOURCE GUIDE FOR JOB ADVERTISEMENTS

DRAFTED 7.14.2017 FINALIZED ODE 8.15.2017

# **DIVERSITY RESOURCES**

#### **Diversity Central**

The Gildeane Group 13751 Lake City Way NE, Suite 210 Seattle, Washington 98125-8612 (206) - 362-0336 www.diversityhotwire.com

### Diversity Inc. Career

(732) 509-5250 www.diversityinc.com

#### **Diversity Job Fairs**

385 West John Street PO Box 38 Hicksville, NY 11801 http://diversityjobfairs.jobexpo.com

#### **Diversity Search**

805 SW Broadway, Suite 2250 Portland, OR 97205 (503) 221-7779 / (503) 221-7780 Fax www.diversitysearch.com

#### **Doctoral Scholar Program**

Southern Regional Education Board 592 10th St. N.W. Atlanta, GA 30318-5790 Director, Ansley A. Abraham Jr 404- 875-9211, Ext. 273 www.sreb.org/programs/dsp/zone/scholar_zone.asp

#### **Employ Diversity**

1671 The Alameda, Suite 303 San Jose, CA 95126 (408) 293-1299 / (408) 279-5899 Fax www.employdiversity.com

#### **Hire Diversity**

425 Pine Avenue Santa Barbara, California 93117 www.Hirediversity.com (800) 810-7521 (Phone) (805) 964-7239 (Fax)

#### **IM Diversity**

909 Poydras St., 36th Floor New Orleans, LA 70112 (504) 523-0154 www.lmdiversity.com

#### Minority Executive Search

P.O. Box 18063 Cleveland, Ohio 44118 (216) 932-2022 / (216) 932-7988 Fax www.minorityexecsearch.com

# Minority on Line Information Service www.molis.org

#### **Minority Professional Network**

P.O. Box 55399 Atlanta, Ga. 30308-5399 (888) 676-6389 or (770) 322-9323 www.minorityprofessionalnetwork.com

#### National Association of Multicultural Edu.

733 Fifteenth Street NW, Suite 430 Washington, DC 20005 (202) 628-6263 / (202) 628-6264 Fax www.nameorg.org

#### *National Urban League

120 Wall Street New York, NY 100005 (212) 558-5300 (Phone) (212) 344-5322 (Fax) www.nul.org

# *NAFSA: Association of International Educators

ATTN: Conecting our World 1307 New York Avenue, NW, Suite 800 Washington, DC 20005-4701 (202) 495-2559 (Phone) (202) 737-3657 (Fax) www.nafsa.org

# The Multicultural Advantage

Covergence Media, Inc. (425) 296-6109 www.multiculturaladvantage.com

#### The National Minority Employment Network

P.O. Box 30 New Haven, CT 05762 (888) 919-1112 www.Nemnet.com

#### **Union of Radical Political Economist**

Gordon Hall, University of Massachusettes 418 N. Pleasant Street Amherst, MA 01002 (413) 577-0806 (Phone (413) 577-0261 (Fax) www.urpe.org

#### **Working Class Study Association**

Center for Study of Working Class Life (631) 632-7536
Dept. of Economics
SUNY at Stony Brook
Stony Brook, NY 11794-4348
www.workingclass.suny.sb.edu

#### **Workplace Diversity**

3 Regent Street, Suite 304 Livingston, New Jersey 07039 (973) 992-7311 www.workplacediversity.com

# **GENERAL RESOURCES**

# **AFRICAN AMERICAN**

100 Black Men America Inc. World Headquarters

141 Auburn Avenue Atlanta,GA 30303 (404) 688-5100 (Phone) (404) 688-1028 (Fax) www.100blackmen.org

#### **Coalition of Black Trade Unionist**

1050 17th Street, NW Suite 605 Washington, DC 20036 (202) 496-5300

#### www.cbtu.org

Mailing Address: CBTU National Office PO Box 6628 Washington, DC 20035

#### National Coaltion of 100 Black Women

1925 Adam C. Powell Jr. Blvd. Suite 1L New York, NY 10026 (212) 222-5660 (Phone) (212) 222-5675 (Fax) www.nc100bw.org

#### National Urban League

120 Wall Street New York, NY 100005 (212) 558-5300 (Phone) (212) 344-5322 (Fax) www.nul.org

#### The Africa America Institute

Graybar Building 420 Lexington Ave, Suite 1706 New York, New York 10170-0002 (212) 949-5666 / (212) 682-6174 Fax www.aaionline.org

### The Institute for Research on the African Diaspora in the Americas and the Caribbean IRADAC

The Graduate Center
365 5th Avenue – Room 7114
New York, NY 10016
(212) 817-2070 (Phone)
(212) 817-1579 (Fax)
http://web.gc.cuny.edu/iradac/index.htm

#### **United Negro College Fund**

8260 Willow Oak Corproate Drive PO Box 10444 Fairfax, Virginia 22031-8044 (800) 331-22444

#### **NY Office:**

United Negro College Fund, Inc. 120 Wall Street, 9th Floor New York, New York 10005 (212) 820-0140 (Phone) (212) 820-0157 (Fax) www.uncf.org

# **ASIAN AMERICAN**

#### Asian Diversity Inc.

1270 Broadway, Suite 703 New York, NY 10001 Tel. 212-465-8777 Fax 212-465-8396 www.adiversity.com

# National Association of Asian-American Professionals

P. O. Box 52030 Boston, MA 02205 www.naaap.org

#### Asian American Federation of New York

120 Wall Street, 3rd Floor New York, NY 10005 (212) 344-5878 / (212) 344-5636 Fax www.aafny.org

#### **Organization of Chinese Americans**

1001 Connecticut Ave., NW #601 Washington, DC 20036-5527 (202) 223-5500 / (202) 296-0540 Fax www.ocanatl.org

# HISPANIC AMERICAN/ LATIN AMERICAN

#### **ASPIRA National Office**

1444 Eye Street NW, Suite 800 Washington DC 20005 (202) 835-3600 / (202) 835-3613 Fax www.Aspira.org

#### ASPIRA (NY)

520 Eight Avenue, 22nd Floor New York, NY 10018. (212) 564-6880 www.nyaspira.org

#### ASPIRA (BX)

2488 Grand Concourse, Suite 424 Bronx, NY 10458 (718) 508-0013 www.nyaspira.org

#### ASPIRA (NJ)

390 Broad Street, 3rd Floor Newark, New Jersey 07104 (973) 484-7554 / (937) 484-0184 Fax http://nj.aspira.org

### ASPIRA (CT)

95 Park Street Hartford, Ct. 06106 ((860) 218-2020 www.ct-aspira.org

#### ASPIRA (PA)

4322 North 5th Street, 3rd Floor Philadelphia, PA 19140 (215) 455-1300 / (215) 455-6310 Fax www.Aspirapa.org

#### **National Society of Hispanic Professionals**

A/k/a Hispanic Community Professional 8551 West Sunrise Blvd., Suite 302 Plantation, Florid a33322 954-474-6880 www.latpro.com

## HISPANIC/LATINO

# Hispanic American Center for Economic Research (HACER Inc.)

910 17th Street NW Suite 422 Washington, DC 20006-2605 (202) 558-2544 (Phone) www.Hacer.org

# Statewide Hispanic Chamber of Commerce of N J

One Gatewat Center, Suite 615 Newark, New Jersey 07302 (201) 451-9512 / (888) 226-1828 Fax www.Shccnj.org

#### **Hispanic Link News Service**

1420 N. Street N.W. Washington, DC 20005 (202) 234-0280 / (202) 234-4090 Fax www.hispaniclink.org

#### Hispanic Network Magazine

6845 Indiana Avenue, Suite 200 Riverside, CA. 92506 800- 433-9675 / (951)276-1700 Fax www.Hnmagazine.com

#### Ihispano.com

17 North State Street, Suite 1700 Chicago, IL 60602 888- 252-1220 www.Ihispano.com

### League of United Latin American Citizens

2000 L Street N.W., Suite 610 Washington DC 20036 (202) 833-6130 www.lulac.org

#### National Council of LaRaza

Raul Yzaguirre Building 1126 16th Street, N.W. Washington, DC 20036 (202) 785-1670 (202) 776-1792 (Fax) www.Nclr.org

#### Northeast Regional Office:

New York, New York (1212) 260-7070 (212) 260-7039 (Fax)

#### **National Puerto Rican Coalition**

1414 I Street N.W., Suite 802 Washington, D.C. 20036 (202) 223-3915 / (202) 429-2223 Fax www.Bateylink.org

#### Saludos Hispanos

800-748-6426 or (951) 303-8035/ 800-730-3560 Fax www.Saludos.com

#### SER-Jobs for Progress National, Inc.

122 W. John Carpenter Fwy, Suite 200 Irving, Texas 75039 (469) 524-1200 / (469) 524-1287 Fax www.Ser-national.org

#### **CUNY Dominican Studies Institute**

The City College of New York North Academic Building (NA), 4/107 160 Convent Avenue at 138th Street New York, New York 10031 (212) 650-7496 (Phone) (212) 650-7489 (Fax) www.ccny.cuny.edu

#### **ITALIAN AMERICAN**

#### John D. Calandra Italian American Institute

25 West 43rd Street 18th Floor New York, N.Y. 10036 (212) 642-2094 / (212) 642-2030 Fax http://qcpages.que.cuny.edu/calandra

# The Coalition of Italo-American Associations Inc.

555 Madison Avenue, 12th Floor New York, NY 10022 (21) 755-1492 / (212) 755-3762 Fax www.Italiancoalition.org

### Center of Italian/Italian-American Culture

411 Pompton Avenue Cedar Grove, NJ 07009 (973) 571-1995 / (973) 571- 199 Fax www.ciiac.org

#### National Org. of Italian American Women

25 West 43rd Street, 10th Floor New York, NY 10036 (212) 642-2003 / (212) 642- 2006 Fax www.noiaw.com

#### The National Italian American Foundation

1860 19th Street N.W. Washington, DC 20009 (202) 387-0600 / (202) 387- 0800 Fax www.Niaf.org

#### **Literacy Asssitance Center**

39 Broadway, Suite 1250 New York, NY 10006 (212) 803-3300 (Phone) (212) 785-3685 www.lacnyc.org

## NATIVE AMERICAN / AMERICAN INDIAN

#### American Indian College Fund

8333 Greenwood Blvd Denver, CO 80221 800-776-8363 www.collegefund.com

#### American Indian Graduate Center

4520 Montgomery Blvd., NE, Suite 1B Albuquerque, NM 87109 800- 628-1920 (505) 881-4584 / (505) 884-0427 Fax www.Aigc.com

#### **National Congress of American Indians**

1516 P. Street, NW Washington DC 20005 (202) 466-7767 (Phone) (202) 466-7797 (Fax) www.ncai.org

#### The Tribal Employment Newsletter

10 Shiretowne Common Drive Kennebunk, ME 04044 (207) 221-2532 (phone/fax) www.Nativejobs.com

#### Tribal College Journal of American Indian HE

P. O. Box 720 130 East Montezuma Mancos, CO 81328 (970) 533-9170 / (970) 533-9145 Fax www.tribalcollegejournal.org

#### **DISABILITY RESOURCES**

# Alexander Graham Bell Association for the Deaf and Hard of Hearing

3417 Volta Place, NW Washington, DC 20007 (202) 337-5220 / (202) 337-8314 Fax www.agbell.org

#### American Council of the Blind

2200 Wilson Boulevard Suite 650 Washington, DC 20005 800-424-8666 (202) 467-5081/ (202) 467- 5085 Fax www.acb.org

#### Association on Higher Education and Disability

107 Commerce Center Crive, Suite 204 Huntersville, NC 28078 (704) 947-7779 (Phone) www.ahead.org

#### **Job Accommodation Network**

P. O. Box 6080 Morgantown, VW 26506-6080 (800) 526-7234/ (304) 293-5407 Fax http://janweb.icdi.wvu.edu/

### **National Business & Disability Council**

201 IU Willets Road Albertson, NY 11507-1599 (516) 465-1516 (516) 465-3730 fax (516)747-5355 TTY www.nbdc.com

#### Office of Disability Employment Policy (ODEP

U.S. Department of Labor Frances Perkins Building 200 Constitution Avenu, NW Washington, DC 20210 (866) 487-2365 (General inquiries) (877) 889-5627 (TTY) www.dol.gov/odep

## <u>MUTICULTURAL</u>

#### **Affirmative Action Register**

8356 Olive Boulevard St. Louis, Missouri 63132 800-537-0655 (314) 991-1335 / (314) 997-1788 Fax www.aar-eeo.com

# America's Career InfoNet/Career One Stop (was America's Job Bank)

1-877-348-0502 www.careeronestop.org

## **Brooklyn Workforce 1 Career Center**

9 Bond Street, 5th Floor Brooklyn, NY 11201 (718) 246-5219 (phone) (718) 246-3975 (fax)

#### Career Builder

200 N. LaSalle Street, Suite 1100 Chicago, IL 60601 (773) 527-3600 or (800) 638-4212 www.careerbuilder.com

# Council for the Advancement & Support Of Education ( CASE)

1307 New York Avenue NW, Suite 1000 Washington, DC 20005-4701 (202) 328-2273 / (202) 387- 4973 Fax www.case.org

#### **Educational Resource Group**

P.O. Box 80595 Charleston, SC 29416 (843) 571-1199 / (843) 571-6477 Fax www.Ergteach.com

#### **Equal Opportunity Publications, Inc.**

445 Broad Hollow Rd., Suite 425 Melville, NY 11747 (631) 421-9421 / (631) 421-0359 Fax www.eop.com

#### *Foundation Center -New York

79 Fifth Avenue/16th Street New York, NY 10003-3076 (212) 620-4230 or (800) 424-9836 (212) 807-3677 (Fax) www.foundationcenter.org/newyork

## *Foundation Center - Washington

1627 K Street, NW Third Floor Washington, DC 20006-1708 (202) 331-1400 (phone) www.foundationcenter.org/washington

#### *NECO

232 Madison Avenue, Suite 900 New York, NY 10016 (212) 755-1492 (Phone) (212) 755-3762 (Fax) http://neco.org/index.php

### *Opportunity Knocks

50 Hurt Plaza, Suite 845 Atlanta, GA 30303 888-OKNOCKS (outside Atlanta) (404) 521-0487 (Fax) www.opportunityknocks.org

#### **Preparing Future Faculty National Office**

Council of Graduate Schools One Dupont Circle, N.W., Suite 430 Washington, D.C. 20036-1173 202-223-3791/202-331-7157 Fax www.preparing-faculty.org

#### *The Chronicle of Higher Education

1225 Twenty-Third Street, NW Seventh Floor Washington DC 20037 (202) 466-1000 (Phone) (202) 452-1033 (Fax) www.chronicle.com

#### *The Chronicle of Philanthropy

1255 Twenty-Third Street, NW Seventh Floor Washington DC 20037 (202) 466-1200 (Phone) (202) 452-2078 (Fax)

#### **VETERANS**

# *Iraq and Afghanistan Veterans of America (IAVA)

292 Madison Avenue, 10th Floor New York, NY 10017 (212) 982-9699 (Phone) (212) 982-8645 (Fax)

Washington D.C. Office

777 North Capitol NE, Suite 403 Washington, DC 20002 (202) 544-7692 (Phone) (202) 544-7694 (Fax) http://iava.org

#### **National VA Employment Program**

James N. Magill
Dir. of Employment Policy
(202) 543-2239/ (202) 543-0961 Fax

#### U.S. Department of Veterans Affairs

810 Vermont Avenue, NW Washington, DC 20420 www.va.gov

#### **Veterans Affairs Counseling Center**

Brooklyn College 2900 Bedford Avenue, 0303 James Hall Brooklyn, NY 11210 (718) 951-5105 / (718) 951-3110 Fax www.brooklyn.cuny.edu

# **Veterans Employment and training Services** (VETS)

(was Hire Vets First)

U.S. Department of Labor Frances Perkins Building 200 Constitution Avenue Washington, DC 20210 (866) 4-USA-DOL (Phone) (877) 889-5627 (TTY) Job Search-Employment Services: (202) 693-3046 www.dol.gov/vets

# HIGHER EDUCATION RESOURCES

#### **AFRICAN AMERICAN**

#### African-American Institute

Graybar Building
420 Lexington Avenue, Suite 1706
New York, NY 10170
www.aaionline.org
Contect Mora McClean x 1806

Contect Mora McClean x 1806 (212) 949-5666 (Phone) (212) 682-6174 (Fax)

#### **African Studies Institute**

Rutgers University 54 Joyce Kilmer Avenue Piscataway, NJ 08854-8045 www.africanstudiees.org (732) 445-8173 (Phone) (732) 445-1336 (Fax)

# Association for the Study of Afro-American Life and History

CB Powell Building 525 Bryant Street, Suite C142 Washington, DC 20059

#### www.asalh.com

Contact: Sylvia Cyrus, Exec. Director (202) 865-0053 (Phone) (202) 265-7920 (Fax)

#### **Association of Black Sociologists**

4200 Wisconsin Avenue NW PMB 106-257 Washington, DC 20016 (202) 365-1759 (Phone) (202) 403-3424 (Fax) info@blacksociologists.org

Listserv: <u>ABSLISTSERV@yahoogroups.com</u>

Contact: Evita Bynum, Exec. Officer

www.blacksociologists.org

#### **Black Issues in Higher Education**

10520 Warwick Avenue, Suite B-8 Fairfax, Va. 22030-3136 800-783-3199 or (703) 385-2981/(703) 385-1839 Fax www.blackissues.com

#### **Diverse Issues in Higher Education**

10520 Warwick Avenue, Suite B-8 Fairfax, Va. 22030-3136 800-783-3199 or (703) 385-2981/ (703) 385-1839 Fax www.diverseeducation.com

#### Lehman College-African American Association

Professor Ronald Ellis 250 Bedford Park Blvd. W. CAB22B Bronx, NY 10468 (718) 980-8000 www.lehman.cuny.edu

#### National Alliance of Black School Educators

310 Pennsylvania Avenue S.E. Washington D.C. 20003 800-221-2654

(202) 608-6310 / (202) 608-6319 Fax

www.Nabse.org

# National Conference of Black Political Scientists

Houston Community College Houston, TX

www.ncobps.org (713) 718-6060

# A. Philip Randolph Institute

815 16th Street, NW 4th Floor Washoington, DC 2006 (202) 508-3710 (phone) (202) 508-3711 (fax)

www.apri.org

### *The Journal of Blacks in Highe Education

200W. 57th Street, Suite 1304 NewYork, NY 10019 (212) 399-1084 (Phone) (212) 245-1973 (Fax) www.jbhe.com

#### HISPANIC AMERICAN/ LATIN AMERICAN

**Hispanic Outlook in Higher Education** 80 Route 4 East, Suite 203

Paramus, NJ 07652 (800) 549-8280 (Phone) (201) 587-9105 (Fax) www.hispanicoutlook.com

# Latino Justice: Puerto Rican Legal Defense and Education Fund

99 Hudson Street, 14th Floor New York, NY 10013 (212) 219-3360 or (800) 328-2322 (Phone) (212) 431-4276 (Fax) www.prldef.org

#### Hispanic Association of Colleges/Universities

8415 Datapoint Drive, Suite 400 San Antonio, TX 78229 (210) 692-3805 / (210) 692-0823 Fax www.Hacu.net

## **HACU National Internship Program**

1 Dupont Circle NW, Suite 430 Washington, DC 20036 (202) 467-0893 (Phone) (202) 496-9177 (Fax)

## **DISABILITY RESOURCES**

### Association on Higher Education and Disability

107 Commerce Center Drive, Suite 204 Huntersville, NC 28078 (704) 947-7779 / (704) 948-7779 Fax www.ahead.org

## **MULTICULTURAL**

#### American Assocaition for Affirmative Action

888 16th Stret, NW Suite 800 Washington, DC 20006

#### www.affirmativeaction.org

Contact: Shirley Wilcher, Esq, Exec. Director (202) 349-9855 Ext. 1857 or (800) 252-8952 (202) 355-1399 (Fax)

#### **American Association of University Professors**

1133 Nineteenth St., NW Suite 200 Washington, DC 20036

#### www.aaup.org

Contact: Ruth Flower, Director (202) 737-5900 (Phone) (202) 737-5526 (Fax)

# American Association of Collegiate Registrars and Admissions

1 Dupont Circle NW, Suite 520 Washington, DC 20036 (202) 293-9161 (Phone) (202) 872-8857 (Fax) www.aacrao.org

# National Association for College Admission Counseling

1050 N. Highland Street, Suite 400 Arlington, VA 22201 (800) 822-6285 or (703) 836-2222 (703) 243-9375 (Fax) www.nacac.com

#### New York State Association of College Admissions Counselors

126 S Swan Street, Suite 101 Albany, NY 12210 (518) 472-1977 (518) 472-1984

#### **National Education Association**

1201 16th Street, NW Washington, DC 20036

#### www.nea.org

(202) 833-4000 (Phone) (202) 822-7974 (Fax)

#### NY Office:

800 Troy-Schenectady Road Latham, NY 12110-2445 (518) 213-6000 (518) 6414

#### The Chronicle of Higher Education

1255 Twenty-Third Street, NW Seventh Floor Washington DC 20037 (202) 466-1050 (Phone/jobs) (202) 452-1033 (Fax) www.chroniclecareers.com

#### **Academic Careers**

485 Devon Park Dr., Suite 116

Wayne, PA 19087 (610) 964-9200 www.academiccareers.com

#### **Academic Keys**

P.O. Box 162 Storrs, CT 06268 (860) 429-0218 / (860) 429-5183 Fax www.academickeys.com

#### **Academic Educational Research Association**

1403 K Street, N.W. Suite 1200 Washington, D.C. 20005 (202) 238-3200 / (202) 238-3250 Fax www.aera.net

#### **Academy Diversity Search**

P.O. Box 1086 Webster, N.Y. 14580 (585) 787-0537 / (585) 787-1321 Fax www.academicdiversitysearch.com

## **Adjunct Nation Employment Advertising**

P.O. Box 130117 Ann Arbor, MI 48113-0117 66210 734-930-6854 / 208-728-3033 fax www.adjunctnation.com

# American Association for Higher Education and Accreditation

2020 Pennsylvania Avenue N.W., #975 Washington , DC 20006 (202) 293-6440 / (877) 510-4240 Fax www.aahe.org

# American Association of State Colleges and Universities

1307 New York Avenue N.W. Washington, DC 20005 (202) 293-7070 www.aascu.org

#### **American College Personnel Association**

One Dupont Circle NW, Suite 410 Washington, DC 20036 (202) 835- 2272/ (202) 296-3286 Fax www.myacpa.org

#### American Council on Education (ACE)

One Dupont Circle NW Washington, DC 20036 (202) 939-9300 www.acenet.edu

#### American Educational Research Association

1430 K Street, NW Suite 1200 Washington, DC 20005 (202) 238-3200 (Phone) (202) 238-3250 (Fax) www.aera.net

#### **Doctoral Scholar Program**

Southern Regional Education Board 592 10th St. N.W. Atlanta, GA 30318-5790 Director, Ansley A. Abraham Jr 404- 875-9211, Ext. 273 www.sreb.org/programs/dsp/zone/scholar_zone.as p

#### Hire Ed Jobs

1010 Lake Street, Suite 106 Oak Park, IL 60301 (708) 848-4351/ (708) 848-4361 Fax www.Hireedjobs.com

# Highe Education Recruitement Consortium (metro NY & Southern Connecticut)

103 Low Memorial Library 535 West 116th Street, MC 4333 New York, NY 1007 (212) 854-5449 (Phone) (212) 854-1368 (Fax)

#### **Minority Graduate**

2210 Midwest Rd., Suite 104 Oak Brook, IL 60523 (630) 571-5330 www.minoritygraduate.com

# National Association for Equal Employment Opportunities in Higher Education

209 Third Street, SE Washington, DC 20003 (202) 552-3200 (Phone) (202) 552-3300 (Fax) www.nafeo.org

#### **National Collegiate Honors Council**

1100 Neihardt Residente eCenter University of Nebraska Lincoln 540 N. 16th Street Lincoln, NE 68588-0627 (402) 472-9150 (Phone) (402) 472-9152 (Fax) www.nchchonors.org

### **National Minority Careers in Education Expo**

Tylin Promotions 1146 N. Mesa Dr. Suite 102-300 Mesa, AZ 85201-3539 www.Deptofed.org

#### National Minority Faculty Identification Prog.

Southwestern University 1001 East University Georgetown, Texas 78626 (512) 863-1208 / (512) 863-6511 (512) 863-5788 Fax www.southwestern.edu/natfacid

#### **National Post Doctoral Association**

1200 New York Avenue, N.W. Washington, D.C. 20005 (202) 326-6424 / (202) 371-9849 Fax www.nationalpostdoc.org

#### Post Doc Jobs / University Job Bank

54000 Northwind Dr., Suite 218
East Lansing, MI 48823
Or
P.O.Box 21126
Lansing, MI 48909
(517) 367-8188 / (517) 813-6106 Fax
(888) POSTDOC / (866) 99-UJOBS
www.postdocjobs.com or
www.ujobbank.com

# **WOMEN**

### Academic Diversity Search, Inc.

PO Box 1086 Webster, NY 14580 (585) 787-0537 (Phone) (585) 787-13321 (Fax) www.academicdiversitysearch.com

## American Association of University Women

AAUW Educational Foundation AAUW Legal Advocacy Fund 1111 Sixteenth St. N.W. Washington, DC 20036 (202) 785-7700 (Phone) / (202)- 872-1425 Fax www.aauw.org

#### Coalition of Labor Union Women

815 16th Street, NW 2nd Floor South Washington, DC 2006 (202) 508-6969 (Phone) (202) 508-6968 (Fax) www.cluw.org

#### Minority & Women's Doctoral Directory

3001 Bridgeway, Suite K119 Sausalito, CA 94965 (415) 332-6933/ (415) 332-4799 Fax www.mwdd.com

#### Women In Higher Education (WIHE)

5376 Farmco Drive Madison, WI 53704 (608) 251-3232 / (608) 284-0601 Fax www.wihe.com





March 23, 2018

Mr. John DiSette, President Administrative & Residual Employees Union A&R Local 4200 805 Brook Street Rocky Hill, Connecticut 06067

Dear Mr. DiSette:

The State of Connecticut through all of its agencies continues to engage in a vigorous Affirmative Action program, which includes notifying labor unions of any changes to Western Connecticut State University's ("WCSU" or "University") Affirmative Action commitment. Effective July 7, 2017, I was appointed to serve the role as the University's Chief Diversity Officer, as well as ADA/504 and Title IX Coordinator. I wish to promote awareness and increased support for the University's Office of Diversity and Equity and your represented membership at WCSU.

As you are aware, affirmative action programs play an essential role in ensuring a strong and diverse community by providing general information on accessibility, upward mobility and regulatory awareness to your represented membership. WCSU continues to maintain its status as an Affirmative Action/Equal Opportunity Employer. As a continued effort and at your discretion, you are invited to examine our Affirmative Action Plan ("Plan"). On request, the University's Office of Diversity and Equity will be happy to make the Plan available for review and/or accept comments and/or suggestions from your organization and/or members at any time.

In the coming months, I will be reaching out to your represented membership to speak about the University's Affirmative Action commitment and office resources. If there is a need to discuss my actions moving forward, I would be happy to work with you and your staff to find a convenient time to meet. I hope your busy schedule will allow you to meet with me, but if time does not permit, I am available either by email at <a href="minierdelgadoj@wcsu.edu">minierdelgadoj@wcsu.edu</a> or by telephone at (203) 837-8277. I look forward to working with your organization.

Sincerely,

JESENIA MINIER-DELGADO, MPA





March 23, 2018

Mr. Jody Barr, President SUOAF-AFSCME Eastern Connecticut State University Willimantic, Connecticut 06226

Dear Mr. Barr:

The State of Connecticut through all of its agencies continues to engage in a vigorous Affirmative Action program, which includes notifying labor unions of any changes to Western Connecticut State University's ("WCSU" or "University") Affirmative Action commitment. Effective July 7, 2017, I was appointed to serve the role as the University's Chief Diversity Officer, as well as ADA/504 and Title IX Coordinator. I wish to promote awareness and increased support for the University's Office of Diversity and Equity and your represented membership at WCSU.

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Sincerely,

JESENIA MINIER-DELGADO, MPA CHIEF DIVERSITY OFFICER

181 WHIFF STREET, DANBURY, CONNECTICUT, 06810

WWW.WCSU.EDU/DIVERSITY/





March 23, 2018

Mr. Ron McLellan, President Connecticut Employees Union Independent PO Box 1268 Middletown, Connecticut 06457

Dear Mr. McLellan:

The State of Connecticut through all of its agencies continues to engage in a vigorous Affirmative Action program, which includes notifying labor unions of any changes to Western Connecticut State University's ("WCSU" or "University") Affirmative Action commitment. Effective July 7, 2017, I was appointed to serve the role as the University's Chief Diversity Officer, as well as ADA/504 and Title IX Coordinator. I wish to promote awareness and increased support for the University's Office of Diversity and Equity and your represented membership at WCSU.

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Sincerely,

JESENIA MINIER-DELGADO, M





March 23, 2018

Connecticut Police & Fire Union 50 Columbus Boulevard, 3rd Floor Hartford, Connecticut 06106

To Whom It May Concern:

The State of Connecticut through all of its agencies continues to engage in a vigorous Affirmative Action program, which includes notifying labor unions of any changes to Western Connecticut State University's ("WCSU" or "University") Affirmative Action commitment. Effective July 7, 2017, I was appointed to serve the role as the University's Chief Diversity Officer, as well as ADA/504 and Title IX Coordinator. I wish to promote awareness and increased support for the University's Office of Diversity and Equity and your represented membership at WCSU.

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Sincerely,

JESENIA MINIER-DELGADO, M





March 23, 2018

Mr. Sal Luciano, Executive Director AFSCME, CT Council 4 444 East Main Street New Britain, Connecticut 06051

Dear Mr. Luciano:

The State of Connecticut through all of its agencies continues to engage in a vigorous Affirmative Action program, which includes notifying labor unions of any changes to Western Connecticut State University's ("WCSU" or "University") Affirmative Action commitment. Effective July 7, 2017, I was appointed to serve the role as the University's Chief Diversity Officer, as well as ADA/504 and Title IX Coordinator. I wish to promote awareness and increased support for the University's Office of Diversity and Equity and your represented membership at WCSU.

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Sincerely,

JESENIA MINIER-DELGADO, N





March 23, 2018

AAUP Office Central Connecticut State University Marcus White Hall, Room 316-319-322 New Britain, Connecticut 06050

To Whom It May Concern:

The State of Connecticut through all of its agencies continues to engage in a vigorous Affirmative Action program, which includes notifying labor unions of any changes to Western Connecticut State University's ("WCSU" or "University") Affirmative Action commitment. Effective July 7, 2017, I was appointed to serve the role as the University's Chief Diversity Officer, as well as ADA/504 and Title IX Coordinator. I wish to promote awareness and increased support for the University's Office of Diversity and Equity and your represented membership at WCSU.

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Sincerely,

JESENIA MINIER-DELGADO, MPA

# Western Connecticut State University Danbury, Connecticut 06810

www.wcsu.edu

### Western Connecticut State University Intercollegiate Athletics Head Men's Basketball Coach

Western Connecticut State University's Department of Intercollegiate Athletics is pleased to announce that applications are being accepted for the position of Head Men's Basketball Coach. WestConn is a Division III school and a member of the Little East Conference. Additional information about the department may be found at <a href="http://wcsuathletics.com/landing/index">http://wcsuathletics.com/landing/index</a>

Responsibilities include, but are not limited to, all aspects of developing and sustaining a men's basketball program that desires to be highly competitive; Providing direction, coordination, and instruction to the WestConn men's basketball team; Recruiting high quality prospective student athletes; Supervising assistant coaches; Ensuring compliance with NCAA, Little East and University policies; Monitor and assisting team members in academic, disciplinary, and personal matters; Assisting with program promotion and marketing; Representing the WestConn Athletic department at professional, civic, charity, and alumni events; Budget management and fundraising leadership are also required. Candidates must demonstrate a proven aptitude for coaching as illustrated by a strong work ethic, organizational skills, computer skills, and the ability to interact professionally within the department, the campus, and the community. This position may have a secondary duty that is commensurate with the candidate's experience.

Qualifications: Bachelor's Degree is required; Master's degree preferred. A minimum of three (3) years coaching experience at the collegiate level, preferably at least two (2) years' experience as a head coach. Candidates must have strong interpersonal skills, as well as a demonstrated ability to recruit, retain, train, and develop student-athletes. Knowledge of NCAA rules and regulations and an understanding of, and a commitment to, the Division III student-athlete philosophy is required. The ability to relate to both internal and external campus constituencies is also required. WestConn is particularly interested in applicants who have experience working with students from diverse backgrounds and a demonstrated commitment to improving access to higher education for first generation and under-represented groups. Applicants from traditionally underrepresented populations are strongly encouraged to apply.

Salary & Benefits: The minimum starting salary is \$59,668. In addition to offering competitive salaries commensurate with candidates' experience, WCSU offers a comprehensive benefits package. Additional information on benefits can be found at <a href="https://www.wcsu.edu/hr/benefits/">www.wcsu.edu/hr/benefits/</a>. There are grant opportunities to support research and conference attendance.

Application Process: Prospective candidates must apply electronically by submitting a cover letter, which includes the contact information for three (3) current professional references and a resume, as one (1) complete file (PDF or Word format only) and not via multiple attachments to: Ms. Peggy Boyle, Assistant Director of Human Resources – Recruitment. In subject line of email reference: Your Last Name – Men's Basketball Coach. Email applications to: https://doi.org/10.1016/j.new.com/positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//positions//posi

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Western Connecticut State University Danbury, Connecticut 06810 www.wcsu.edu

Western Connecticut State University School of Professional Studies Department of Nursing Assistant Professor - Tenure Track Academic Year 2017-18

Western Connecticut State University's School of Professional Studies is pleased to announce that applications are being accepted for a tenure-track Assistant Professor position in Department of Nursing.

The School of Professional Studies is comprised of four departments: Education & Education Psychology, Health Promotion & Exercise Science, Nursing, and Social Work. Undergraduate degrees are offered in each of these professional fields, as well as Master's degrees in Nursing and Education & Education Psychology, and Doctoral degrees in Education and Nursing. The Nursing programs is one of the signature programs at WCSU and offers the following degrees in nursing: a B.S., M.S. with major in Nursing, R.N. to B.S. degree completion program accredited by the Collegiate Commission on Nursing Education (CCNE), and a unique collaborative online Ed.D. in Nursing Education, accredited by NEASC. Our graduates have achieved exceptional success on both the National Council Licensure Exam (NCLEX) and American Nurse Credentialing Center Exam for Adult Gerontological Nurse Practitioner. For more information, visit <a href="https://www.wcsu.cdu/nursing">www.wcsu.cdu/nursing</a>.

Qualifications: Master's Degree in Nursing with relevant educational and clinical experience is required. The successful candidate will have experience in teaching with the ability to teach across the curriculum. For positions at the Assistant level, an academic Doctorate in Nursing or related field (Ph.D., Ed.D. or DNS) will be required at the time of tenure review. A current registered professional nurse with CT licensure is required at the time of hire. The successful candidate will be expected to participate in departmental and university service by taking an active role in developing new curricula, advising and mentoring students, serving on departmental and university committees, assisting student groups on campus and engaging in professional activity. WCSU is particularly interested in applicants who have experience working with students from diverse backgrounds and a demonstrated commitment to improving access to higher education for first generation and under-represented groups.

Salary & Benefits: The minimum starting salary is \$59,668. Salaries are dependent upon years of relevant experience. In addition to offering competitive salaries commensurate with candidates' experience WCSU offers a comprehensive benefits package. Additional information on benefits can be found at <a href="https://www.wcsu.edu/hr/benefits/">www.wcsu.edu/hr/benefits/</a>. There are grant opportunities to support research and conference attendance.

Application Materials: Candidates must submit a letter which outlines interest in, and qualifications for, the position. The letter should include contact information, areas of teaching expertise and experience, areas of service and/or leadership, research interests, and a statement of teaching philosophy. A curriculum vitae and the contact information for at least three (3) professional references that can comment on the applicant's teaching, scholarship, and/or service/leadership should also be included in the application materials.

Application Deadline: Application materials must be submitted to <u>facultyvitae@wesu.edu</u>. In the Email Subject Line Reference Search #600-415. All materials should be submitted as PDF files. Application review will begin immediately and continue until the position is filled.

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Western Connecticut State University
Danbury, Connecticut 06810
www.wcsu.edu

Western Connecticut State University
Ancell School of Business
Management
Assistant or Associate Professor
Tenure Track - Academic Year 2018-19

Western Connecticut State University's Ancell School of Business is pleased to announce that applications are being accepted for a tenure track position in the Management Department.

The Ancell School of Business www.wcsu.edu/asb is compared of five business administration departments becoming. Linange. Management, Management buformation sestems. Marketing, and the Division of Justice and Las Administration. The degrees offered are Bachelor of Business Administration. Mister of Business Administration. Master of Healthcare Administration, as well as a Bachelor of Science in Justice and Law Leministration. The Management corrections is designed to provide the student with the Frowledge, skills, and perspectives necessary in management administration positions in a variety of organizations.

**Position Summary:** The successful candidate will teach Organizational Behavior and other related courses offered by the department that could include Leadership, Managing People, or Negotiations. Teaching load may be split between the Bachelor's programs at our Danbury and Waterbury campuses and the Masters of Business Administration program. In addition, the successful candidate will participate in departmental and university service, engage in scholarly and professional activities, as well as advising and mentoring of students.

Qualifications: An earned doctorate in Management from an AACSB accredited (or equivalent accreditation) is required. Late stage (dissertation proposal approved) ABD in Management from an AACSB accredited (or equivalent accreditation) also considered. College teaching in Organizational Behavior and related courses is preferred. Candidates must present evidence of research and publication and an active agenda of scholarship. Managerial experience is a plus.

WCSU is committed to enhancing our diverse university community by actively encouraging people with disabilities, minorities, veterans, and women to apply. We take pride in our pluralistic community and continue to seek excellence through diversity and inclusion.

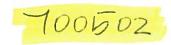
Salary & Benefits: The salary ranges: Assistant Professor: \$59,668 – 80,030 and Associate Professor: \$73,707 – 98,664. Salaries are commensurate with the candidates' experience and will be determined at the time of offer of employment. WCSU offers a comprehensive benefits package. Additional information on benefits can be found at <a href="https://www.wcsu.edu/hr/benefits/">www.wcsu.edu/hr/benefits/</a>. There are grant opportunities to support research and conference attendance.

Application Process: Interested applicants must submit a letter of application, which outlines interest in, and qualifications for, the position; areas of teaching expertise and experience, areas of service and/or leadership, research interests, and a statement of teaching philosophy; a current curriculum vita; and the names and contact information for at least three (3) professional references who can comment on the applicant's teaching, scholarship, and/or service/leadership to facultyvitae@wcsu.edu. In the Email Subject Line Reference Search #700-501. All materials should be submitted as PDI files. Applications must be received by Friday, January 5, 2018. Late applications will not be accepted.

# Western Connecticut State University Danbury, Connecticut 06810 www.wcsu.edu

State and Federal requirements expect that organizations with 100 or more employees invite applicants to self-identify gender and race. We kindly request all applicants to complete the Affirmative Action Data Questionnaire and to please return the completed form to Ms. Keisha Stokes in the WCSU Office of Diversity and Equity at <a href="mailto:stokesk@wcsu.edu">stokesk@wcsu.edu</a>. Completion of this data will not affect your opportunity for employment, or terms or conditions of employment. This form will be used for reporting purposes only and will be kept separate from all search records and only accessed by the Office of Diversity and Equity. The Affirmative Action Data Questionnaire, can be found on the following link: <a href="http://wcsu.edu/hr/employment/AA">http://wcsu.edu/hr/employment/AA</a> Data Questionnaire FillableForm.pdf.

Western is an Affirmative Action Equal Opportunity Educator/Employer



# Western Connecticut State University Danbury, Connecticut 06810

www.wcsu.edu

Western Connecticut State University
School of Professional Studies
Education & Educational Psychology
Assistant or Associate Professor – Special Education/Applied Behavior Analysis
Tenure Track – Academic Year 2018 - 2019

Western Connecticut State University's School of Professional Studies is pleased to announce that applications are being accepted for a tenure track Assistant or Associate Professor position in Department of Education & Educational Psychology.

The School of Professional Studies is comprised of four departments: Education & Education Psychology, Health Promotion & Exercise Science, Nursing, and Social Work. Undergraduate degrees are offered in each of these professional fields, as well as Master's degrees in Nursing and Education & Education Psychology, and Doctoral degrees in Education and Nursing. The Department of Education and Educational Psychology is one of the signature departments at WCSU and offers the following degrees in professional fields: a BS in Elementary Education Interdisciplinary Major, BS in Secondary Education, MS in Education Option in Curriculum, MS in School Counseling, MS in Clinical Mental Health, MS in Applied Behavior Analysis, and an Ed.D. in Instructional Leadership. Programs are accredited by the Council for the Accreditation of Educator Preparation (CAEP), the Council for the Accreditation of Counseling and Related Programs (CACREP) and NEASC. For more information, visit <a href="http://www.wcsu.edu/education/">http://www.wcsu.edu/education/</a>

**Position Summary:** The successful candidate will be responsible for: teaching Special Education/Applied Behavior Analysis (ABA) courses; coordinating practicum at the graduate and undergraduate levels; engaging in scholarly activities, including grant writing, program evaluation, and serving on graduate committees. The ABA courses are primarily via distance learning and special education courses are hybrid format.

Minimum qualifications: Doctorate in special education or related field with a concentration in ABA; Board Certified Behavior Analyst Certificate as stated on the Behavior Analyst Certification Board website (i.e., accrued 1,500 hours of BCBA-supervised field experience and met the BCBA coursework requirement.)

Preferred qualifications: Teaching certification in Special Education; Board Certified Behavior Analyst-Doctoral Level (BCBA-D); scholarly productivity in ABA, including behavioral research; experience teaching courses on behavioral interventions for individuals; active role in ABA-related professional associations; successful college-level teaching and supervision of practicum training activities; experience developing and teaching online courses in ABA; at least one (1) year of experience working in applied settings with individuals on the autism spectrum or other developmental disability.

WCSU is committed to enhancing our diverse university community by actively encouraging people with disabilities, minorities, veterans, and women to apply. We take pride in our pluralistic community and continue to seek excellence through diversity and inclusion.

Salary & Benefits: The salary range is \$59,668 – \$98,664 and is contingent upon candidates' experience and training. WCSU offers a comprehensive benefits package. Additional information on benefits can be found at <a href="https://www.wcsu.edu/hr/benefits/">www.wcsu.edu/hr/benefits/</a>. There are grant opportunities to support research and conference attendance.

# Western Connecticut State University Danbury, Connecticut 06810

www.wcsu.edu

Application Process: Interested applicants must submit a letter of application, which outlines interest in, and qualifications for, the position; areas of teaching expertise and experience, areas of service and/or leadership, research interests, and a statement of teaching philosophy; a current curriculum vita; and the names and contact information for at least three (3) professional references who can comment on the applicant's teaching, scholarship, and/or service/leadership to facultyvitae wesu edu. In the Email Subject Line Reference Search #700-502. All materials should be submitted as PDF files. Applications must be received by Thursday, March 15, 2018. Late applications will not be accepted.

State and Federal requirements expect that organizations with 100 or more employees invite applicants to self-identify gender and race. We kindly request all applicants to complete the Affirmative Action Data Questionnaire and to please return the completed form to Ms. Keisha Stokes in the WCSU Office of Diversity and Equity at <a href="mailto:stokesk@wcsu.edu">stokesk@wcsu.edu</a>. Completion of this data will not affect your opportunity for employment, or terms or conditions of employment. This form will be used for reporting purposes only and will be kept separate from all search records and only accessed by the Office of Diversity and Equity. The Affirmative Action Data Questionnaire, can be found on the following link:

http://west.edu/hr/employment/AA Data Questionnaire FillableForm.pdf.

Western is an Affirmative Action Equal Opportunity Educator/Employer

## Western Connecticut State University Danbury, Connecticut 06810 www.wcsu.edu

Western Connecticut State University
School of Professional Studies
Department of Nursing
Coordinator of Simulation & Clinical Learning

Western Connecticut State University is pleased to announce applications are being accepted for the position of Coordinator of Simulation & Clinical Learning. The Coordinator is responsible for managing and directing all activities related to simulation pedagogy and the nursing laboratories, as well as the establishment of simulation program structure and related processes using national standards and best practices in simulation pedagogy.

Position Summary: Designs policies, implements simulation activities and evaluates simulation based studentlearning, this includes simulation design, operations, and debriefing practices to ensure safe, effective and quality learning experiences for students. Provides orientation to simulation labs and assists students with clinical learning skills using low fidelity models during open lab periods. Supports clinical learning for students by holding open lab periods that are flexible and at times may include Saturdays and/or weeknight evening hours. Schedules and coordinates clinical learning activities, simulation room assignments and simulation based learning activities for undergraduate and graduate students in conjunction with the faculty who teach those courses. Assists faculty with the development of simulation design templates to support the clinical learning portion of the curriculum. Develops instructional materials for students, laboratory assistants, and faculty. Assists and collaborates with faculty to integrate high fidelity simulation based activities into their curriculum. Provides simulation assistance to faculty by developing simulation based scenarios that include simulation controls, set-up, and moulage. Lead faculty development in simulation pedagogy and advance the development and integration of simulation across the curriculum. Responsible for inventory records and supplies, maintenance, repair, and replacement of simulation lab equipment and ensures that the lab is clean and orderly. Serves as a liaison to external vendors. Collaborates with the department chair, program coordinators, and faculty to identify and develop clinical sites for clinical education learning.

Qualifications: Bachelor's degree in Nursing is required, Master's degree in Nursing is preferred. Certified Healthcare Simulation Educator (CHSE) is preferred. Four (4) years of clinical experience as a Registered Nurse is required as is two (2) years of simulation experience. Current knowledge and experience of standards and practices involving simulation pedagogy; Knowledge and ability to lead organizational change; Experience in leading projects; Experience with purchasing and inventory control; Current knowledge of clinical nursing care; Strong oral and written communication skills; Ability to work with diverse learners; Ability to work with new technology and software; Strong organizational skills; Ability to lift and transfer mannequins and other related equipment.

WCSU is committed to enhancing our diverse university community by actively encouraging people with disabilities, minorities, veterans, and women to apply. We take pride in our pluralistic community and continue to seek excellence through diversity and inclusion.

Minimum Starting Salary and Benefits: \$61,617. This position is a 35 hour work week. WCSU offers a competitive salary commensurate with the candidate's experience and a comprehensive benefit package. Additional information may be found on our Human Resources website at <a href="http://wcsu.cdu/hr/benefits">http://wcsu.cdu/hr/benefits</a>

# Western Connecticut State University Danbury, Connecticut 06810

www.wcsu.edu

Application Process: Prospective candidates must apply via email by submitting a cover letter, which includes the contact information for (3) current professional references and a resume, as one (1) complete file (PDF or Word format only) and not via multiple attachments to: Peggy Boyle, Assistant Director of Human Resources - Recruitment. In subject line of email reference: Your Last Name — Nursing Coordinator. Submit your one attachment to: <a href="https://doi.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journa

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http://wcsu.edu/hr/employment/AA Data Questionnaire FillableForm.pdf.

Western Connecticut State University Danbury, Connecticut 06810 www.wcsu.edu

Western Connecticut State University
School of Professional Studies
Department of Nursing
Coordinator of Simulation & Clinical Learning

Western Connecticut State University is pleased to announce applications are being accepted for the position of Coordinator of Simulation & Clinical Learning. The Coordinator is responsible for managing and directing all activities related to simulation pedagogy and the nursing laboratories, as well as the establishment of simulation program structure and related processes using national standards and best practices in simulation pedagogy.

Position Summary: Designs policies, implements simulation activities and evaluates simulation based studentlearning, this includes simulation design, operations, and debriefing practices to ensure safe, effective and quality learning experiences for students. Provides orientation to simulation labs and assists students with clinical learning skills using low fidelity models during open lab periods. Supports clinical learning for students by holding open lab periods that are flexible and at times may include Saturdays and/or weeknight evening hours. Schedules and coordinates clinical learning activities, simulation room assignments and simulation based learning activities for undergraduate and graduate students in conjunction with the faculty who teach those courses. Assists faculty with the development of simulation design templates to support the clinical learning portion of the curriculum. Develops instructional materials for students, laboratory assistants, and faculty. Assists and collaborates with faculty to integrate high fidelity simulation based activities into their curriculum. Provides simulation assistance to faculty by developing simulation based scenarios that include simulation controls, set-up, and moulage. Lead faculty development in simulation pedagogy and advance the development and integration of simulation across the curriculum. Responsible for inventory records and supplies, maintenance, repair, and replacement of simulation lab equipment and ensures that the lab is clean and orderly. Serves as a liaison to external vendors. Collaborates with the department chair, program coordinators, and faculty to identify and develop clinical sites for clinical education learning.

Qualifications: Bachelor's degree in Nursing is required, Master's degree in Nursing is preferred. Certified Healthcare Simulation Educator (CHSE) is preferred. Four (4) years of clinical experience as a Registered Nurse is required, as is two (2) years of simulation experience. Current knowledge and experience of standards and practices involving simulation pedagogy; Knowledge and ability to lead organizational change; Experience in leading projects; Experience with purchasing and inventory control; Current knowledge of clinical nursing care; Strong oral and written communication skills; Ability to work with diverse learners; Ability to work with new technology and software; Strong organizational skills; Ability to lift and transfer mannequins and other related equipment.

WCSU is committed to enhancing our diverse university community by actively encouraging people with disabilities, minorities, veterans, and women to apply. We take pride in our pluralistic community and continue to seek excellence through diversity and inclusion.

Salary Range and Benefits: \$61,617 – \$98,355 and is commensurate upon candidates' experience. WCSU offers a comprehensive benefits package. Additional information on benefits can be found at www.wcsu.edu/hr/benefits/

# Western Connecticut State University Danbury, Connecticut 06810

www.wcsu.edu

Application Process: Prospective candidates must apply via email by submitting a cover letter, which includes the contact information for (3) current professional references and a resume, as one (1) complete file (PDF or Word format only) and not via multiple attachments to: Peggy Boyle, Assistant Director of Human Resources - Recruitment. In subject line of email reference: Your Last Name – Nursing Coordinator. Submit your one attachment to: <a href="https://doi.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journal.org/10.1001/journa

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Western Connecticut State University Danbury, Connecticut 06810 www.wcsu.edu

Western Connecticut State University School of Professional Studies Department of Nursing Laboratory & Clinical Coordinator

Western Connecticut State University is pleased to announce applications are being accepted for the position of Laboratory & Clinical Coordinator. The incumbent will be responsible for managing and directing all activities related to the nursing laboratory and simulation lab experiences. In addition, the incumbent will be expected to work closely with the department chair, program coordinators, and faculty in order to identify and develop sites for clinical placements.

Qualifications: Bachelor's degree in Nursing required, Master's degree preferred. Four (4) years of clinical experience as a Registered Nurse is required. Current knowledge of clinical nursing care, familiarity with simulation standards, the ability to lift and transfer mannequins and other related equipment is required. Lab simulation experience preferred. Experience with purchasing, inventory control, and the proven ability to work with new technology and software is required. Must possess excellent organizational and interpersonal communication skills, as well as the ability to work with diverse learners. WCSU is committed to enhancing our diverse university community by actively encouraging people with disabilities, minorities, veterans, and women to apply. We take pride in our pluralistic community and continue to seek excellence through diversity and inclusion.

Minimum Starting Salary and Benefits: \$61,617. WCSU offers a competitive salary commensurate with the candidate's experience and a comprehensive benefit package. Additional information may be found on our Human Resources website at <a href="http://wcsu.edu/hr/benefits">http://wcsu.edu/hr/benefits</a>

Application Process: Prospective candidates must apply via email by submitting a cover letter, which includes the contact information for (3) current professional references and a resume, as one (1) complete file (PDF or Word format only) and not via multiple attachments to: Peggy Boyle, Assistant Director of Human Resources - Recruitment. In subject line of email reference: Your Last Name — Nursing Coordinator. Submit your one attachment to: https://doi.org/10.1016/j.net.2011.

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Western Connecticut State University
Danbury, Connecticut 06810
www.wcsu.edu

REPOST
01-31-2018
OPEN
CLOSING
DATE

Western Connecticut State University
School of Professional Studies
Department of Nursing
Coordinator of Simulation & Clinical Learning

Western Connecticut State University is pleased to announce applications are being accepted for the position of Coordinator of Simulation & Clinical Learning. The Coordinator is responsible for managing and directing all activities related to simulation pedagogy and the nursing laboratories, as well as the establishment of simulation program structure and related processes using national standards and best practices in simulation pedagogy.

Position Summary: Designs policies, implements simulation activities and evaluates simulation based studentlearning, this includes simulation design, operations, and debriefing practices to ensure safe, effective and quality learning experiences for students. Provides orientation to simulation labs and assists students with clinical learning skills using low fidelity models during open lab periods. Supports clinical learning for students by holding open lab periods that are flexible and at times may include Saturdays and/or weeknight evening hours. Schedules and coordinates clinical learning activities, simulation room assignments and simulation based learning activities for undergraduate and graduate students in conjunction with the faculty who teach those courses. Assists faculty with the development of simulation design templates to support the clinical learning portion of the curriculum. Develops instructional materials for students, laboratory assistants, and faculty. Assists and collaborates with faculty to integrate high fidelity simulation based activities into their curriculum. Provides simulation assistance to faculty by developing simulation based scenarios that include simulation controls, set-up, and moulage. Lead faculty development in simulation pedagogy and advance the development and integration of simulation across the curriculum. Responsible for inventory records and supplies, maintenance, repair, and replacement of simulation lab equipment and ensures that the lab is clean and orderly. Serves as a liaison to external vendors. Collaborates with the department chair, program coordinators, and faculty to identify and develop clinical sites for clinical education learning.

Qualifications: Bachelor's degree in Nursing is required, Master's degree in Nursing is preferred. Certified Healthcare Simulation Educator (CHSE) is preferred. Four (4) years of clinical experience as a Registered Nurse is required, as is two (2) years of simulation experience. Current knowledge and experience of standards and practices involving simulation pedagogy; Knowledge and ability to lead organizational change; Experience in leading projects; Experience with purchasing and inventory control; Current knowledge of clinical nursing care; Strong oral and written communication skills; Ability to work with diverse learners; Ability to work with new technology and software; Strong organizational skills; Ability to lift and transfer mannequins and other related equipment.

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Salary Range and Benefits: \$61,617 – \$98,355 and is commensurate upon candidates' experience. WCSU offers a comprehensive benefits package. Additional information on benefits can be found at <a href="https://www.wcsu.edu/hr/benefits/">www.wcsu.edu/hr/benefits/</a>

# Western Connecticut State University Danbury, Connecticut 06810 www.wcsu.edu

Application Process: Prospective candidates must apply via email by submitting a cover letter, which includes the contact information for (3) current professional references and a resume, as one (1) complete file (PDF or Word format only) and not via multiple attachments to: Peggy Boyle, Assistant Director of Human Resources - Recruitment. In subject line of email reference: Your Last Name – Nursing Coordinator. Submit your one attachment to: <a href="mailto:hrpositions@wcsu.edu">hrpositions@wcsu.edu</a>. Review of applications will begin immediately and continue until the positon is filled.

State and Federal requirements expect that organizations with 100 or more employees invite applicants to self-identify gender and race. We kindly request all applicants to complete the Affirmative Action Data Questionnaire and to please return the completed form to Ms. Keisha Stokes in the WCSU Office of Diversity and Equity at stokesk@wcsu.edu. Completion of this data will not affect your opportunity for employment, or terms or conditions of employment. This form will be used for reporting purposes only and will be kept separate from all search records and only accessed by the Office of Diversity and Equity. The Affirmative Action Data

Questionnaire, can be found on the following link:

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# 100504

# **Position Announcement**

Western Connecticut State University Danbury, Connecticut 06810 www.wcsu.edu

Western Connecticut State University School of Professional Studies Education & Educational Psychology Assistant Professor – Tenure Track Spring 2018

Western Connecticut State University's School of Professional Studies is pleased to announce that applications are being accepted for a tenure track Assistant Professor position in Department of Education & Educational Psychology for January 2018.

The School of Professional Studies is comprised of four departments: Education & Education Psychology, Health Promotion & Exercise Science, Nursing, and Social Work, Undergraduate degrees are offered in each of these professional fields, as well as Master's degrees in Nursing and Education & Education Psychology, and Doctoral degrees in Education and Nursing. The Department of Education and Educational Psychology is one of the signature departments at WCSU and offers the following degrees in professional fields: a BS in Elementary Education Interdisciplinary Major, BS in Secondary Education, MS in Education Option in Curriculum, MS in School Counseling, MS in Clinical Mental Health, MS in Applied Behavior Analysis, and Ed.D. in Instructional Leadership. Programs are accredited by the Council for the Accreditation of Educator Preparation (CAEP), the Council for the Accreditation of Counseling and Related Programs (CACREP) and NEASC. For more information, visit <a href="http://www.wcsu.edu/education/">http://www.wcsu.edu/education/</a>

Position Summary: The successful candidate will be responsible for: teaching courses in the counselor education program primarily in a face-to-face format; appropriate service; engagement in scholarly activity including research and grant writing; support for Chi Sigma Iota and our local counseling organization; and collaboration with colleagues to conduct program evaluation, CACREP accreditation, and field placement of students.

Minimum qualifications: Doctorate in counselor education or a closely related field. Experience teaching experience in counselor education.

**Preferred qualifications:** Doctorate from a CACREP accredited doctoral program; experience teaching in a graduate counselor education program; experience as a clinical or school counselor; a record of scholarly publications; and experience with CACREP accreditation. Preference may be shown to candidates with a well-defined research agenda in clinical mental health or school counseling.

WCSU is committed to enhancing our diverse university community by actively encouraging people with disabilities, minorities, veterans, and women to apply. We take pride in our pluralistic community and continue to seek excellence through diversity and inclusion.

Salary & Benefits: The minimum starting salary is \$59,668. In addition to offering competitive salaries commensurate with candidates' experience, WCSU offers a comprehensive benefits package. Additional information on benefits can be found at <a href="https://www.wcsu.edu/hr/benefits/">www.wcsu.edu/hr/benefits/</a>. There are grant opportunities to support research and conference attendance.

Application Process: Interested applicants must submit a letter of application, which outlines interest in, and qualifications for, the position; areas of teaching expertise and experience, areas of service and/or leadership, research interests, and a statement of teaching philosophy; a current curriculum vita; and the names and contact

## Western Connecticut State University Danbury, Connecticut 06810 www.wcsu.edu

information for at least three (3) professional references who can comment on the applicant's teaching, scholarship, and/or service/leadership to <u>facultyvitae@wcsu.edu</u>. In the Email Subject Line Reference Search #700-504. All materials should be submitted as PDF files. Applications must be received by **November 3**, 2017. Late applications will not be accepted.

State and Federal requirements expect that organizations with 100 or more employees invite applicants to self-identify gender and race. We kindly request all applicants to complete the Affirmative Action Data Questionnaire and to please return the completed form to Ms. Keisha Stokes in the WCSU Office of Diversity and Equity at <a href="mailto:stokesk@wcsu.edu">stokesk@wcsu.edu</a>. Completion of this data will not affect your opportunity for employment, or terms or conditions of employment. This form will be used for reporting purposes only and will be kept separate from all search records and only accessed by the Office of Diversity and Equity. The Affirmative Action Data Questionnaire, can be found on the following link:

http://wcsu.edu/hr/employment/AA Data Questionnaire FillableForm.pdf.

Western is an Affirmative Action Equal Opportunity Educator/Employer

# Western Connecticut State University Danbury, Connecticut 06810 www.wcsu.edu

#### Western Connecticut State University School of Professional Studies Dean

Western Connecticut State University is pleased to announce that applications are being accepted for the position of Dean for the School of Professional Studies.

The School of Professional Studies (SPS) is comprised of four departments: Education & Education Psychology, Health Promotion & Exercise Science, Nursing, and Social Work. Undergraduate degrees are offered in each of these professional fields, as well as Master's degrees in Nursing and Education & Education Psychology, and Doctoral degrees in Education and Nursing. For more information please visit <a href="https://www.wcsu.edu/sps/">www.wcsu.edu/sps/</a>

Western is located in Danbury, a city in Fairfield County, 50 miles north of New York City. The University is located on two campuses and serves over 5,000 undergraduate and 600 graduate students. Western is one of four comprehensive universities that comprise the Connecticut State University System. Western is divided into the School of Arts & Sciences, School of Professional Studies, School of Visual & Performing Arts, and Ancell School of Business. For more information please visit: <a href="https://www.wcsu.cdu">www.wcsu.cdu</a>

Position Summary: Reporting to the Provost/Vice President for Academic Affairs, the Dean will be responsible for promoting, developing, and sustaining the School's educational, scholarly, and public service programs. The ideal candidate will be a collaborative leader, able to build consensus in and between departments, and cultivate innovation in teaching and scholarship. Through appropriate mentoring of faculty, and a clear understanding of emerging trends in higher education, the Dean will help the SPS become the regional resource for outstanding programs in education, health, and human service professions.

#### Qualifications:

- Demonstrated record of teaching, scholarship, and service including a doctoral degree in a field appropriate to the School's curricula. Evidence of interdisciplinary collaboration is preferred.
- Evidence of progressively increasing administrative experience, to include: evaluating faculty, managing budgets, developing curriculum, designing assessment plans, and participating in accreditation processes.
- Experience with innovative pedagogies such as simulation labs, on-line or hybrid course delivery intensive field experiences, or problem-based learning.
- Demonstrated commitment to supporting a diverse teaching and learning environment.
- Demonstrated ability to communicate effectively with internal and external constituencies, including communicating the school's value to potential funders.
- Experience with shared governance and collective bargaining agreements preferred.

Western is committed to enhancing our diverse university community by actively encouraging people with disabilities, minorities, veterans, and women to apply. We take pride in our pluralistic community and continue to seek excellence through diversity and inclusion.

Salary & Benefits: The minimum starting salary is \$119,000. In addition to offering competitive salaries commensurate with candidates' experience, Western offers a comprehensive benefits package. Additional information on benefits can be found at <a href="https://www.wcsu.edu/hr/benefits/">www.wcsu.edu/hr/benefits/</a>.

# Western Connecticut State University Danbury, Connecticut 06810

www.wcsu.edu

State and Federal requirements expect that organizations with 100 or more employees invite applicants to self-identify gender and race. We kindly request all applicants to complete the Affirmative Action Data Questionnaire and to please return the completed form to Ms. Keisha Stokes in the WCSU Office of Diversity and Equity at Application. Completion of this data will not affect your opportunity for employment, or terms or conditions of employment. This form will be used for reporting purposes only and will be kept separate from all search records and only accessed by the Office of Diversity and Equity. The Affirmative Action Data Questionnaire, can be found on the following link:

http://west.edu/hr/employment/AA Data Questionmire FillableForm.pdf.

Western is an Affirmative Action Equal Opportunity Educator/Employer

# Western Connecticut State University Danbury, Connecticut 06810 www.wcsu.edu

# Western Connecticut State University University Police Department Police Officer

Western Connecticut State University is pleased to announce applications are being accepted for the position of Police Officer.

Applicants must be Currently Certified as a Connecticut Police Officer and be available for all shifts. As a University Police Officer will respond to emergencies and requests for assistance; provide crowd control at various events and activities; monitor designated areas to ensure physical security and authorized access in order to prevent theft, trespass, vandalism, or violation of state statutes or regulations; provide directions and routine information to the public; initiate and conduct criminal and other investigations of violations, suspicious activities or reports of incidents occurring within jurisdiction; direct traffic and enforce motor vehicle and parking regulations; conduct on-site investigations, including question witnesses, arrest individuals at scenes, and issue summonses; record information; and serve as dispatcher when necessary.

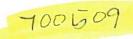
Qualifications: Certification as a law enforcement officer in the State of Connecticut pursuant to regulations promulgated by the Connecticut Police Officer Standards and Training Council (CT-POST) is required. Candidates with a pending certification status in the State of Connecticut may be employed on a temporary basis pending re-certification by CT-POST.

Successful candidates must possess excellent interpersonal, oral and written communication skills; knowledge of police and security practices and procedures, as well as relevant state and federal laws, statutes and regulations; knowledge of traffic and crowd control practices and procedures, as well as knowledge of criminal law and court procedures are required. The ability to analyze emergency situations and develop effective courses of action is required, as is the ability to utilize law enforcement computer software. A valid driver's license and the ability to satisfactorily pass a comprehensive background check, physical agility test, psychological and medical examination are also required. As WCSU is a dynamic, diverse workplace, the proven ability to work effectively with people from a variety of backgrounds and cultures is highly valued.

Salary and Benefits: Starting salary is \$24.90/hour; \$53,540/annual. WCSU offers a competitive salary commensurate with the candidate's experience and a comprehensive benefit package. Additional information can be found on our Human Resources website at <a href="http://wcsu.edu/hr/benefits">http://wcsu.edu/hr/benefits</a>

**Application Process:** Applicants must meet the above qualifications in order to be eligible. Qualified applicants must apply by following the application instructions on the following website link: <a href="https://www.jobapscloud.com/CT/sup/bulpreview.asprR1=171114&R2=9035P\$&R3=001">https://www.jobapscloud.com/CT/sup/bulpreview.asprR1=171114&R2=9035P\$&R3=001</a>

Application Deadline: Wednesday, December 6, 2017.



# Western Connecticut State University Danbury, Connecticut 06810 www.wcsu.edu

Western Connecticut State University
School of Professional Studies
Department of Health Promotion and Exercise Sciences
Assistant Professor - Tenure Track
Academic Year 2018

Western Connecticut State University's School of Professional Studies is pleased to announce that applications are being accepted for a tenure track Assistant Professor position in the Department of Health Promotion & Exercise Sciences (HPX.)

The School of Professional Studies is comprised of four departments: Education & Education Psychology, Health Promotion & Exercise Sciences, Nursing, and Social Work. Undergraduate degrees are offered in each of these professional fields, as well as Master's degrees in Nursing and Education & Education Psychology, and Doctoral degrees in Education and Nursing. The HPX department currently offers two B.S. degree level programs in Health Promotion Studies and Health Education (PK-12), as well as offering courses to fulfill the University's Health and Wellness general education competency. HPX is also the home of the Institute for Holistic Health Studies. The B.S. Health Promotion Studies major has options in Allied Health Professions, Community Health, Holistic & Integrative Health, and Wellness Management. In addition, the HPX department is exploring a program to prepare students for a Master's degree in Athletic Training. The HPX department is in the process of conducting a Council on Education for Public Health (CEPH) accreditation self-study. For more information, please visit the department's webpage: <a href="https://www.wcsu.edu/hpx/">www.wcsu.edu/hpx/</a>

Position Summary: Primary teaching responsibilities are in support of the Health Promotion Studies BS degree, with a concentration in Wellness Management. Courses may include: introductory courses in health promotion in support of the health and wellness competency, exercise physiology, kinesiology, and content-specific option courses. Other responsibilities include assisting with the implementation of the Athletic Training preparation program, advising students, serving on HPX Department, SPS, and University committees, supervising student interns, supporting the HPX Department's on-going Council on Education for Public Health (CEPH) accreditation process, and engaging in creative and professional activities.

Qualifications: A Doctorate degree in Health Promotion, Public Health, Exercise Science or related field is required (ABD considered). Documented teaching experience at a university/college is required. Preference will be given to applicants with health and wellness program development. Experience in community and/or public health is preferred. Additional preference will be given to applicants with: current MCHES/CHES certification; experience in collaborative coursework with fellow faculty and community partners; experience with service and/or experiential learning; well-rounded experience in public health, wellness management, athletic training and exercise sciences.

WCSU is committed to enhancing our diverse university community by actively encouraging people with disabilities, minorities, veterans, and women to apply. We take pride in our pluralistic community and continue to seek excellence through diversity and inclusion.

Salary & Benefits: The minimum starting salary is \$59,668. In addition to offering competitive salaries commensurate with candidates' experience, WCSU offers a comprehensive benefits package. Additional information on benefits can be found at <a href="https://www.wcsu.edu/hr/benefits/">www.wcsu.edu/hr/benefits/</a>. There are grant opportunities to support research and conference attendance.

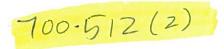
# Western Connecticut State University Danbury, Connecticut 06810 www.wcsu.edu

Application Process: Interested applicants must submit a letter of application, which outlines interest in, and qualifications for, the position; areas of teaching expertise and experience, areas of service and/or leadership, research interests, and a statement of teaching philosophy; a current curriculum vita; and the names and contact information for at least three (3) professional references who can comment on the applicant's teaching, scholarship, and/or service/leadership to <u>facultyvitac@wcsu.edu</u>. In the Email Subject Line Reference Search #700-509. All materials should be submitted as PDF files. Applications must be received by January 5, 2018. Late applications will not be accepted.

State and Federal requirements expect that organizations with 100 or more employees invite applicants to self-identify gender and race. We kindly request all applicants to complete the Affirmative Action Data Questionnaire and to please return the completed form to Ms. Keisha Stokes in the WCSU Office of Diversity and Equity at <a href="mailto:stokesk@wcsu.edu">stokesk@wcsu.edu</a>. Completion of this data will not affect your opportunity for employment, or terms or conditions of employment. This form will be used for reporting purposes only and will be kept separate from all search records and only accessed by the Office of Diversity and Equity. The Affirmative Action Data Questionnaire, can be found on the following link:

http://wesu.edu/hr/employment/AA Data Questionnaire FillableForm.pdf.

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Western Connecticut State University Danbury, Connecticut 06810 www.wcsu.edu

Western Connecticut State University
Division of Student Affairs
Intercollegiate Athletics
Assistant Football Coach
Academic Year 2018-2019

Western Connecticut State University's Department of Intercollegiate Athletics is pleased to announce that applications are being accepted for the full time, 10 month position of Assistant Football Coach - Coach I rank.

WestConn is an NCAA Division III institution and while 13 of our intercollegiate athletic programs are members of the Little East Conference, our football program is a member of the Massachusetts State Collegiate Athletic Conference. WestConn is committed to providing student-athletes with excellent academic and athletic experiences via hard work, campus and community involvement, and promoting the values of sportsmanship, integrity, and diversity. Additional information about the department may be found at <a href="https://wcsuathletics.com">https://wcsuathletics.com</a>. Additional information about the University can be found at <a href="https://wcsuathletics.com">www.wcsu.edu</a>

Responsibilities include but are not limited to serving as the defensive coordinator and position coach, identifying and recruiting qualified student-athletes; Ensuring compliance with NCAA and MASCAC and University policies; Assist with program promotion and marketing; Representing the WestConn Athletic department at professional, civic, charity, and alumni events and serving as the academic advisor overseeing academic eligibility, course scheduling, and academic counseling. The Assistant Coach also serves as the travel coordinator and assists with fundraising. This position may have a secondary duty that is commensurate with the candidate's experience.

Qualifications: A Bachelor's degree is required, Master's Degree preferred. Extensive successful experience recruiting student athletes required. Preferred recruiting knowledge in the New England and Mid-Atlantic regions. A minimum of five (5) years coaching experience at the collegiate level with at least two (2) years' experience as a defensive coordinator either at the high school or college level. Experience playing or coaching at the DIII level. Knowledge and understanding of NCAA rules and regulations as they apply to at the Division III level is preferred. Experience with student athlete academic advisement is desirable. Extensive computer skills are required as is the ability to use Excel, Word, and Hudl software. Preferred certification in Strength and Conditioning. Excellent communication skills are required, as is the ability to work effectively with diverse populations including students, administrators, faculty, and alumni.

WestConn is committed to enhancing our diverse university community by actively encouraging people with disabilities, minorities, veterans, and women to apply. We take pride in our pluralistic community and continue to seek excellence through diversity and inclusion.

Salary & Benefits: The minimum starting salary is \$52,648. In addition to offering competitive salaries commensurate with candidates' experience, WestConn offers a comprehensive benefits package. Additional information on benefits can be found at <a href="https://www.wcsu.edu/hr/benefits/">www.wcsu.edu/hr/benefits/</a>. There are grant opportunities to support research and conference attendance.

Application Process: Interested applicants must submit a letter of application, which outlines interest in, and qualifications for, the position; areas of coaching expertise and experience, areas of service and/or leadership,, and a statement of athletic philosophy; a current resume; and the names and contact information for at least three (3) professional references who can comment on the applicant's coaching and/or service/leadership to

## Western Connecticut State University Danbury, Connecticut 06810 www.wcsu.edu

facultyvitae@wcsu.edu. In the Email Subject Line Reference Search #700-512. All materials should be submitted as PDF files. Applications must be received by Monday, February 12, 2018. Late applications will not be accepted.

State and Federal requirements expect that organizations with 100 or more employees invite applicants to self-identify gender and race. We kindly request all applicants to complete the Affirmative Action Data Questionnaire and to please return the completed form to Ms. Keisha Stokes in the WestConn Office of Diversity and Equity at stokesk@wcsu.cdu. Completion of this data will not affect your opportunity for employment, or terms or conditions of employment. This form will be used for reporting purposes only and will be kept separate from all search records and only accessed by the Office of Diversity and Equity. The Affirmative Action Data Questionnaire, can be found on the following link:

http://wcsu.edu/hr/employment/AA Data Questionnaire FillableForm.pdf.

WestConn is an Affirmative Action Equal Opportunity Educator/Employer

Western Connecticut State University Danbury, Connecticut 06810 www.wcsu.edu

Western Connecticut State University
Macricostas School of Arts & Sciences
Department of Chemistry
Assistant Professor-Tenure Track
Academic Year 2018 - 2019

Western Connecticut State University's Macricostas School of Arts & Sciences is pleased to announce that applications are being accepted for a tenure track Assistant Professor position in the Department of Chemistry.

The Macricostas School of Arts and Sciences is home to 13 departments, 21 undergraduate majors and five graduate majors, and offers a variety of ways for students to further their education. The Department of Chemistry offers ACS-certified Bachelor of Arts degrees in Chemistry and in Chemistry with a Biochemistry option. The department also offers a chemistry minor. Additional information about the department may be found at <a href="https://www.wcsu.edu/chemistry/">https://www.wcsu.edu/chemistry/</a>.

Position Summary: The successful candidate must be able to teach biochemistry lecture and laboratory. Teaching duties will include rotation through biochemistry, introductory chemistry and non-majors chemistry courses. It is expected that the appointee will develop an active research program involving undergraduate students. WCSU's small classes allow for student-based teaching and learning and project-based activities. The teaching load for all full-time faculty member is four courses (12 credits) per semester. The successful candidate will be expected to participate in departmental and university service by taking an active role in developing new curricula, advising and mentoring students, serving on departmental and university committees, assisting student groups on campus, and engaging in professional activity.

Qualifications: Candidates must have a Ph.D. in Biochemistry or related field at time of hire and have a strong commitment to excellence in teaching and undergraduate research. Previous teaching experience is preferred. Preference will be given to candidates who are able to incorporate computational chemistry and modeling into their experimental work.

WCSU is committed to enhancing our diverse university community by actively encouraging people with disabilities, minorities, veterans, and women to apply. We take pride in our pluralistic community and continue to seek excellence through diversity and inclusion.

Salary & Benefits: In addition to offering competitive salaries commensurate with candidates' experience, WCSU offers a comprehensive benefits package. Additional information on benefits can be found at www.wcsu.edu/hr/benefits/. There are grant opportunities to support research and conference attendance.

Application Process: Interested applicants must submit (1) a letter of application, which outlines interest in, and qualifications for, the position; areas of teaching expertise and experience, areas of service and/or leadership; (2) a statement of teaching philosophy (2 page max); (3) a description of research plans (5 page max); (4) a current curriculum vita; (5) three current letters of recommendation from professional references who can comment on the applicant's teaching, scholarship, and/or service/leadership; and (6) copies of unofficial undergraduate and graduate transcripts to facultyvitae@wcsu.edu. In the Email Subject Line Reference Search #700-513. All materials should be submitted as PDF files. Applications received by January 10, 2018 will be given preference. Late applications will not be accepted.

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The Affirmative Action Data Questionnaire, can be found on the following link: <a href="http://wcsu.edu/hr/employment/AA">http://wcsu.edu/hr/employment/AA</a> Data Questionnaire FillableForm.pdf.



#### Western Connecticut State University Danbury, Connecticut 06810

www.wcsu.edu

Western Connecticut State University
Division of Student Affairs
Intercollegiate Athletics
Head Coach – Men's Basketball
Academic Year 2018-2019

Western Connecticut State University's Department of Intercollegiate Athletics is pleased to announce that applications are being accepted for the full time, 10 month position of Head Men's Basketball Coach - Coach II rank.

WestConn is an NCAA Division III institution and while 13 of our intercollegiate athletic programs are members of the Little East Conference, our football program is a member of the Massachusetts State Collegiate Athletic Conference. WestConn is committed to providing student-athletes with excellent academic and athletic experiences via hard work, campus and community involvement, and promoting the values of sportsmanship, integrity, and diversity. Additional information about the department may be found at <a href="https://wcsuathletics.com">https://wcsuathletics.com</a>. Additional information about the University can be found at <a href="https://wcsuathletics.com">https://wcsuathletics.com</a>. Additional information about the University can be found at <a href="https://wcsuathletics.com">https://wcsuathletics.com</a>.

Responsibilities include, but are not limited to, all aspects of developing and sustaining a men's basketball program that expects to be highly competitive; Providing direction, coordination, and instruction to the WestConn men's basketball team; Recruiting high quality prospective student athletes; Supervising assistant coaches; Ensuring compliance with NCAA, Little East and University policies; Monitor and assisting team members in academic, disciplinary, and personal matters; Assisting with program promotion and marketing; Representing the WestConn Athletic department at professional, civic, charity, and alumni events; Budget management and fundraising leadership are also required. Candidates must demonstrate a proven aptitude for coaching as illustrated by strong work ethics, organizational skills, computer skills, and the ability to interact professionally within the department, the campus, and the community. This position may have a secondary duty that is commensurate with the candidate's experience.

Qualifications: Bachelor's Degree is required. Master's degree preferred. A minimum of five (5) years coaching experience at the collegiate level and at least two (2) years' experience as a head coach. Candidates must have strong interpersonal skills, as well as a demonstrated ability to successfully recruit, train, and develop student-athletes. Must successfully demonstrate retention and graduation rates. Knowledge of NCAA rules and regulations and an understanding of, and a commitment to the Division III student-athlete philosophy is required. Must possess the ability to relate to both internal and external campus constituencies. Excellent communication skills are required, as is the ability to work effectively with diverse populations including students, administrators, faculty, and alumni.

WestConn is committed to enhancing our diverse university community by actively encouraging people with disabilities, minorities, veterans, and women to apply. We take pride in our pluralistic community and continue to seek excellence through diversity and inclusion.

Salary & Benefits: The minimum starting salary is \$59,668. In addition to offering competitive salaries commensurate with candidates' experience, WCSU offers a comprehensive benefits package. Additional information on benefits can be found at <a href="https://www.wcsu.edu/hr/benefits/">www.wcsu.edu/hr/benefits/</a>. There are grant opportunities to support research and conference attendance.

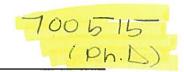
Application Process: Interested applicants must submit a letter of application, which outlines interest in, and

#### Western Connecticut State University Danbury, Connecticut 06810 www.wcsu.edu

qualifications for, the position; areas of coaching expertise and experience, areas of service and/or leadership,, and a statement of athletic philosophy; a current resume; and the names and contact information for at least three (3) professional references who can comment on the applicant's coaching and/or service/leadership to faculty with a law to the Email Subject Line Reference Search #700-514. All materials should be submitted as PDF files. Applications must be received by Friday, March 23, 2018. Late applications will not be accepted.

State and Federal requirements expect that organizations with 100 or more employees invite applicants to self-identify gender and race. We kindly request all applicants to complete the Affirmative Action Data Questionnaire and to please return the completed form to Ms. Keisha Stokes in the WestConn Office of Diversity and Equity at stokesk@wcsu.edu. Completion of this data will not affect your opportunity for employment, or terms or conditions of employment. This form will be used for reporting purposes only and will be kept separate from all search records and only accessed by the Office of Diversity and Equity. The Affirmative Action Data Questionnaire, can be found on the following link:

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#### Western Connecticut State University Danbury, Connecticut 06810 www.wcsu.edu

Western Connecticut State University
Ancell School of Business
Division of Justice & Law Administration
Assistant or Associate Professor – Tenure Track
Academic Year 2018 - 2019

Western Connecticut State University's Ancell School of Business is pleased to announce that applications are being accepted for a tenure track position in the Division of Justice and Law Administration (JLA).

The Ancell School of Business is composed of five business administration departments: Accounting, Finance, Management, Management Information Systems, Marketing, and the Division of Justice and Law Administration (JLA). The degrees offered are Bachelor of Business Administration (BBA), Master of Business Administration (MBA), Master of Healthcare Administration (MHA), as well as a Bachelor of Science in Justice and Law Administration (BS). The Division of Justice and Law Administration offers a Bachelor of Science in Justice and Law Administration. There are options in legal studies, paralegal studies, law enforcement, corrections, and criminology. Our mission is to provide an integration of substantive and practical education in courses of study designed to prepare students for a variety of career choices in law, public service, social systems and private enterprise. More information may be found on: <a href="https://www.wcsu.edu/asb/">www.wcsu.edu/asb/</a>

**Position Summary:** Teaching assignments will include teaching four (4) courses per semester in our Justice and Law Administration degree program with a focus in our Law Enforcement concentration. Scholarly activity is expected. In addition, the successful candidate will participate in departmental and university service, engage in professional activity, as well as advising and mentoring of students on course selection and career opportunities.

Qualifications: An earned Ph.D. in Criminal Justice, or closely related field of study, with prior experience in domestic law enforcement and prior teaching experience. ABD's with a completion date prior to appointment will be considered. A Juris Doctor (J.D) alone will not fulfill the minimum educational requirement for this position. Prior demonstrated experience teaching at the college level including the teaching of criminal justice related writing skills is required. Additional qualifications desired are experience teaching oral advocacy, and litigation. A history of research and publications is desirable as is a commitment to meet the scholarly requirements of the division. Prior work experience in the legal field is preferred.

WCSU is committed to enhancing our diverse university community by actively encouraging people with disabilities, minorities, veterans, and women to apply. We take pride in our pluralistic community and continue to seek excellence through diversity and inclusion.

Salary & Benefits: The salary range is \$59,668 – \$98,664 and is commensurate upon candidates' experience. WCSU offers a comprehensive benefits package. Additional information on benefits can be found at <a href="https://www.wcsu.edu/hr/benefits/">www.wcsu.edu/hr/benefits/</a>. There are grant opportunities to support research and conference attendance.

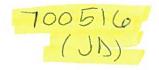
Application Process: Interested applicants must submit a letter of application, which outlines interest in, and qualifications for, the position; areas of teaching expertise and experience, areas of service and/or leadership, research interests, and a statement of teaching philosophy; a current curriculum vita; and the names and contact information for at least three (3) professional references who can comment on the applicant's teaching, scholarship, and/or service/leadership to facultyvitac@wcsu.edu. In the Email Subject Line Reference Search #700-515. All materials should be submitted as PDF files. Applications must be received by February 28, 2018. Late applications will not be accepted.

State and Federal requirements expect that organizations with 100 or more employees invite applicants to self-identify gender and race. We kindly request all applicants to complete the Affirmative Action Data Questionnaire and to please return the completed form to Ms. Keisha Stokes in the WCSU Office of Diversity and Equity at <a href="mailto:stokesk@wcsu.edu">stokesk@wcsu.edu</a>. Completion of

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this data will not affect your opportunity for employment, or terms or conditions of employment. This form will be used for reporting purposes only and will be kept separate from all search records and only accessed by the Office of Diversity and Equity.

The Affirmative Action Data Questionnaire, can be found on the following link: <a href="http://wcsu.edu/hr/employment/AA">http://wcsu.edu/hr/employment/AA</a> Data Questionnaire FillableForm.pdf.



#### Western Connecticut State University Danbury, Connecticut 06810 www.wcsu.edu

Western Connecticut State University
Ancell School of Business
Division of Justice & Law Administration
Assistant or Associate Professor – Tenure Track
Academic Year 2018 - 2019

Western Connecticut State University's Ancell School of Business is pleased to announce that applications are being accepted for a tenure track position in the Division of Justice and Law Administration (JLA).

The Ancell School of Business is composed of five business administration departments: Accounting, Finance, Management, Management Information Systems, Marketing, and the Division of Justice and Law Administration (JLA). The degrees offered are Bachelor of Business Administration (BBA), Master of Business Administration (MBA), Master of Healthcare Administration (MHA), as well as a Bachelor of Science in Justice and Law Administration (BS). The Division of Justice and Law Administration. There are options in legal studies, paralegal studies, law enforcement, corrections, and criminology. Our mission is to provide an integration of substantive and practical education in courses of study designed to prepare students for a variety of career choices in law, public service, social systems and private enterprise. More information may be found on: <a href="https://www.wcsu.edu/asb/">www.wcsu.edu/asb/</a>

**Position Summary:** Teaching assignments will include teaching four (4) courses per semester in our Justice and Law Administration degree program. Scholarly activity is expected. In addition, the successful candidate will participate in departmental and university service, engage in professional activity, as well as advising and mentoring of students on course selection and career opportunities.

Qualifications: An earned Juris Doctorate degree. Prior demonstrated experience teaching at the college level including the teaching of criminal justice related writing skills is required. Additional qualifications desired are experience teaching oral advocacy, and litigation. Prior demonstrated experience teaching at the college level including the teaching of criminal justice related writing skills is required. Prior work experience in the legal field is preferred. Additional qualifications desired are experience teaching oral advocacy, and litigation. A history of research and publications is desirable as is a commitment to meet the scholarly requirements of the division. Prior work experience in the legal field is preferred.

WCSU is committed to enhancing our diverse university community by actively encouraging people with disabilities, minorities, veterans, and women to apply. We take pride in our pluralistic community and continue to seek excellence through diversity and inclusion.

Salary & Benefits: The salary range is \$59,668 – \$98,664 and is commensurate upon candidates' experience. WCSU offers a comprehensive benefits package. Additional information on benefits can be found at <a href="https://www.wcsu.edu/hr/benefits/">www.wcsu.edu/hr/benefits/</a>. There are grant opportunities to support research and conference attendance.

Application Process: Interested applicants must submit a letter of application, which outlines interest in, and qualifications for, the position; areas of teaching expertise and experience, areas of service and/or leadership, research interests, and a statement of teaching philosophy; a current curriculum vita; and the names and contact information for at least three (3) professional references who can comment on the applicant's teaching, scholarship, and/or service/leadership to faculty vitae@wesu.edu. In the Email Subject Line Reference Search #700-516. All materials should be submitted as PDF files. Applications must be received by February 28, 2018. Late applications will not be accepted.

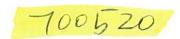
State and Federal requirements expect that organizations with 100 or more employees invite applicants to self-identify gender and race. We kindly request all applicants to complete the Affirmative Action Data Questionnaire and to please return the completed form to Ms. Keisha Stokes in the WCSU Office of Diversity and Equity at <a href="mailto:stokesk@wcsu.edu">stokesk@wcsu.edu</a>. Completion of

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this data will not affect your opportunity for employment, or terms or conditions of employment. This form will be used for reporting purposes only and will be kept separate from all search records and only accessed by the Office of Diversity and Equity.

The Affirmative Action Data Questionnaire, can be found on the following link: <a href="http://wsu.edu/hr/employment/AADataQuestionnaire-FullableForm.pdf">http://wsu.edu/hr/employment/AADataQuestionnaire-FullableForm.pdf</a>.



## Western Connecticut State University Danbury, Connecticut 06810 www.wcsu.edu

Western Connecticut State University Macricostas School of Arts & Sciences Dean

Western Connecticut State University (WCSU) is pleased to announce that applications are being accepted for the position of Dean for the Macricostas School of Arts & Sciences.

The Macricostas School of Arts & Science values quality teaching, scholarship and creative activity. The school serves approximately 1,958 undergraduate and 71 graduate students. The School offers twenty-one undergraduate majors and five graduate majors. WCSU is committed to enhancing our diverse university community by actively encouraging people with disabilities, members of diverse racial, ethnic, and national groups, veterans and women to apply. We take pride in our pluralistic community and continue to seek excellence through diversity and inclusion. More information on the Macricostas School of Arts & Sciences can be found at <a href="http://www.wcsu.edu/sas/">http://www.wcsu.edu/sas/</a>.

WCSU is located in Danbury, a city in Fairfield County, 50 miles north of New York City. The University is located on two campuses and serves over 5,000 undergraduate and 600 graduate students. WCSU is one of four comprehensive universities that comprise the Connecticut State University System. WCSU is divided into the Macricostas School of Arts & Sciences, School of Professional Studies, School of Visual & Performing Arts, and Ancell School of Business. For more information, please visit: wcsu.edu www.wcsu.edu

Position Summary: The Dean will be responsible for promoting, developing, and sustaining the School's educational, scholarly, and public service programs. The Dean provides collegial leadership and consensus building for faculty organized into 13 departments – Biological & Environmental Sciences; Chemistry; Communication & Media Arts; Computer Science; English; History & Non-Western Cultures; Mathematics; Philosophy & Humanistic Studies; Physics, Astronomy & Meteorology; Psychology; Social Sciences; World Languages & Literature; and Writing, Linguistics, and Creative Process. The Dean of the Macricostas School of Arts and Sciences reports to the Provost/Vice President for Academic Affairs.

#### Qualifications:

- A record of significant teaching, scholarship, or creative activity, including an earned doctorate in a field appropriate to the School's curricula.
- Substantial academic administrative experience such as chairperson, program director or the equivalent, including experience in enrollment and fiscal management.
- Experience in academic program development, curricular design and assessment.
- Experience with accreditation processes.
- Experience working with a variety of educational platforms, such as online, hybrid and other digital strategies is preferred.
- Demonstrated ability to communicate effectively, problem solve, and maintain good working relationships with all internal and external constituencies of the University.
- Experience working with a diverse student constituency and evidence of commitment to student success.
- Experience with campus governance, collective bargaining agreements, faculty selection and faculty evaluation is preferred.
- Experience in obtaining external grants and fundraising is preferred.

#### Western Connecticut State University Danbury, Connecticut 06810 www.wcsu.edu

Salary & Benefits: The minimum starting salary is \$119,000. In addition to offering competitive salaries commensurate with candidates' experience, WCSU offers a comprehensive benefits package. Additional information on benefits can be found at <a href="https://www.wcsu.edu/hr/benefits/">www.wcsu.edu/hr/benefits/</a>.

Application Process: Interested applicants must submit a letter of application, which outlines the applicant's potential to contribute to the advancement of the Macricostas School of Arts & Sciences and the University and describe how his/her experience corresponds with the requested qualifications; a current curriculum vitae; and the names, addresses, e-mail addresses and telephone numbers of four (4) professional references. Application materials must be submitted to <a href="mailto:hrpositions@wcsu.edu">hrpositions@wcsu.edu</a>. All materials should be submitted as PDF files. Applications must be received by Friday, March 9, 2018. Late applications will not be accepted.

State and Federal requirements expect that organizations with 100 or more employees invite applicants to self-identify gender and race. We kindly request all applicants to complete the Affirmative Action Data Questionnaire and to please return the completed form to Ms. Keisha Stokes in the WCSU Office of Diversity and Equity at <a href="mailto:stokesk@wcsu.edu">stokesk@wcsu.edu</a>. Completion of this data will not affect your opportunity for employment, or terms or conditions of employment. This form will be used for reporting purposes only and will be kept separate from all search records and only accessed by the Office of Diversity and Equity. The Affirmative Action Data Questionnaire, can be found on the following link:

http://wcsu.edu/hr/employment/AA Data Questionnaire FillableForm.pdf.

Western Connecticut State University
Danbury, Connecticut 06810
www.wcsu.edu

Western Connecticut State University School of Professional Studies Education & Educational Psychology Assistant Professor – Reading Tenure Track Academic Year 2018 - 2018

Western Connecticut State University's School of Professional Studies is pleased to announce that applications are being accepted for a tenure track Assistant Professor position in Department of Education & Educational Psychology. The incumbent will also serve as the Elementary Education program coordinator.

The School of Professional Studies is comprised of four departments: Education & Education Psychology, Health Promotion & Exercise Science, Nursing, and Social Work. Undergraduate degrees are offered in each of these professional fields, as well as Master's degrees in Nursing and Education & Education Psychology, and Doctoral degrees in Education and Nursing. The Department of Education and Educational Psychology is one of the signature departments at WCSU and offers the following degrees in professional fields: a BS in Elementary Education Interdisciplinary Major, BS in Secondary Education, MS in Education Option in Curriculum, MS in School Counseling, MS in Clinical Mental Health, MS in Applied Behavior Analysis, and a Ed.D. in Instructional Leadership. Programs are accredited by the Council for the Accreditation of Educator Preparation (CAEP), the Council for the Accreditation of Counseling and Related Programs (CACREP) and NEASC. For more information, visit <a href="http://www.wcsu.edu/education/">http://www.wcsu.edu/education/</a>

**Position Summary:** The successful candidate will be responsible for: teaching undergraduate and graduate literacy courses; coordinating practicum at the graduate and undergraduate levels; engaging in scholarly activities, accreditation work, Elementary Education program coordination, program evaluation, and serving on graduate committees.

Qualifications: Doctorate in Literacy or Reading is required, as is current State* Certification as a Literacy or Remedial Reading Specialist. *Certification may be from other states. Accreditation experience with program review; Experience teaching courses on literacy on undergraduate/graduate level; Active role in literacy-related professional associations; Successful college-level teaching and supervision of practicum training activities are preferred.

WCSU is committed to enhancing our diverse university community by actively encouraging people with disabilities, minorities, veterans, and women to apply. We take pride in our pluralistic community and continue to seek excellence through diversity and inclusion.

Salary & Benefits: The minimum starting salary is \$59,668. In addition to offering competitive salaries commensurate with candidates' experience, WCSU offers a comprehensive benefits package. Additional information on benefits can be found at <a href="https://www.wcsu.edu/hr/benefits/">www.wcsu.edu/hr/benefits/</a>. There are grant opportunities to support research and conference attendance.

Application Process: Interested applicants must submit a letter of application, which outlines interest in, and qualifications for, the position; areas of teaching expertise and experience, areas of service and/or leadership, research interests, and a statement of teaching philosophy; a current curriculum vita; and the names and contact information for at least three (3) professional references who can comment on the applicant's teaching, scholarship, and/or service/leadership to <a href="mailto:facultyvitae@wcsu.edu">facultyvitae@wcsu.edu</a>. In the Email Subject Line Reference Search

#### Western Connecticut State University Danbury, Connecticut 06810

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#700-519. All materials should be submitted as PDF files. Applications must be received by Thursday, March 15, 2018. Late applications will not be accepted.

State and Federal requirements expect that organizations with 100 or more employees invite applicants to self-identify gender and race. We kindly request all applicants to complete the Affirmative Action Data Questionnaire and to please return the completed form to Ms. Keisha Stokes in the WCSU Office of Diversity and Equity at <a href="mailto:stokesk@wcsu.edu">stokesk@wcsu.edu</a>. Completion of this data will not affect your opportunity for employment, or terms or conditions of employment. This form will be used for reporting purposes only and will be kept separate from all search records and only accessed by the Office of Diversity and Equity. The Affirmative Action Data Questionnaire, can be found on the following link:

http://wcsu.edu/hr/employment/AA Data Questionnaire FillableForm.pdf.



#### Western Connecticut State University Danbury, Connecticut 06810 www.wcsu.edu

Western Connecticut State University
Assistant Director of Media Services - Digital Media
Information Technology & Innovation

Western Connecticut State University is pleased to announce that applications are being accepted for the position of Assistant Director of Media Services – Digital Media.

Position Summary: The Assistant Director's primary responsibility will be producing high quality, engaging video and digital media for promotional and instructional purposes for the university. The successful candidate will work with university staff, faculty and students in developing a strategy to produce video and digital media that align with the goals of the university and will conduct the cinematography, lighting, audio, editing and graphics to meet those goals. Additional duties include scheduling and providing media support for events held at the university; supervising the equipment distribution process; managing the Video Editing Lab; providing faculty and staff the necessary training in the use and application of media technology; researching and purchasing media equipment and materials; developing the content for and distribution of digital signage as well as supervision of part-time Media Services staff.

Qualifications: Bachelor's degree in Communication, Media Production, Digital Media or Film is required. Three (3) years of experience in producing digital media/video is required. Experience in a higher education Media Center, IT or Marketing/Communication area is preferred as is experience working with media technology (e.g., classroom technology). Must possess creative and technical proficiency in all aspects of digital media/video production (scripting, cinematography, lighting, audio, editing), have excellent communication skills; ability to communicate technical concepts to technical and non-technical people. Evening and weekend work will be required.

WCSU is committed to enhancing our diverse university community by actively encouraging people with disabilities, minorities, veterans, and women to apply. We take pride in our pluralistic community and continue to seek excellence through diversity and inclusion.

Salary & Benefits: The minimum starting salary is \$52,489 and is commensurate upon candidates' experience. WCSU offers a comprehensive benefits package. Additional information on benefits can be found at <a href="https://www.wcsu.edu/hr/benefits/">www.wcsu.edu/hr/benefits/</a>.

Application Process: Prospective candidates must submit a cover letter, which includes the names and contact information for three (3) professional references, a resume and a 3-4 minute video demonstrating creative and technical proficiency in video/digital media production. The video must demonstrate expertise in cinematography, lighting, sound and editing. The video must be submitted along with application materials in an MP4 format. Email your application materials to: Ms. Peggy Boyle, Assistant Director of Human Resources - Recruitment. In subject line of email reference: Your Last Name – Media Services

Application Deadline: Application materials should be submitted to <a href="https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://https://ht

State and Federal requirements expect that organizations with 100 or more employees invite applicants to self-identify gender and race. We kindly request all applicants to complete the Affirmative Action Data Questionnaire and to please return the completed form to Ms. Keisha Stokes in the WCSU Office of Diversity and Equity at stokesk@wcsu.edu. Completion of this data will not affect your opportunity for employment, or terms or

# Western Connecticut State University Danbury, Connecticut 06810 www.wcsu.edu

conditions of employment. This form will be used for reporting purposes only and will be kept separate from all search records and only accessed by the Office of Diversity and Equity. The Affirmative Action Data Questionnaire, can be found on the following link:

http://wcsu.edu/hr/employment/AA Data Questionnaire FillableForm.pdf.

# Western Connecticut State University Danbury, Connecticut 06810 www.wcsu.edu

## Western Connecticut State University Fiscal Affairs Assistant to the Director

Western Connecticut State University is pleased to announce that applications are being accepted for the position of Assistant to the Director of Fiscal Affairs.

Position Description: Responsible for assisting the Associate Controller with a wide-variety of accounting and financial responsibilities. Performs analysis, reconciliation, and corrections of various financial accounts, cashiering activity, bank accounts, state sales tax, accounts payable, travel vouchers, payroll, and inventory systems; Creates and maintains various financial spreadsheet reports. Assists in the management of grant contracts, including filing timely reports with the appropriate agency and tracking indirect costs; documentation of office policies and procedures; and fiscal year-end financial closing and related statement preparation. Acts as general resource person for finance inquiries.

Qualifications: Bachelor's degree in accounting, finance, business administration or a related field is required. Two (2) years' experience in accounting required. Knowledge of the spreadsheet applications, preferably Microsoft Excel and other components of the Microsoft Office Suite is required.

WCSU is committed to enhancing our diverse university community by actively encouraging people with disabilities, minorities, veterans, and women to apply. We take pride in our pluralistic community and continue to seek excellence through diversity and inclusion.

Salary & Benefits: The minimum starting salary is \$43,360 and is commensurate upon candidates' experience. WCSU offers a comprehensive benefits package. Additional information on benefits can be found at <a href="https://www.wcsu.edu/hr/benefits/">https://wcsu.edu/hr/benefits/</a>.

Application Process: Prospective candidates must submit a cover letter, which includes the names and contact information for three (3) professional references and a resume. Email your application materials as one (1) complete file (PDF or Word format only) and not via multiple attachments to: Ms. Peggy Boyle, Assistant Director of Human Resources - Recruitment. In subject line of email reference: Your Last Name - Fiscal Affairs

Application Deadline: Application materials should be submitted to <u>httpositions@wesu.edu</u> and must be received by Monday, March 12, 2018. Late applications will not be accepted.

State and Federal requirements expect that organizations with 100 or more employees invite applicants to self-identify gender and race. We kindly request all applicants to complete the Affirmative Action Data Questionnaire and to please return the completed form to Ms. Keisha Stokes in the WCSU Office of Diversity and Equity at a the complete complete. Completion of this data will not affect your opportunity for employment, or terms or conditions of employment. This form will be used for reporting purposes only and will be kept separate from all search records and only accessed by the Office of Diversity and Equity. The Affirmative Action Data Questionnaire, can be found on the following link:

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# Western Connecticut State University Danbury, Connecticut 06810 www.wcsu.edu

Western Connecticut State University
Macricostas School of Arts & Sciences
Department of Social Sciences
Assistant Professor - Sociology - Tenure Track
Academic Year 2018 - 2019

Western Connecticut State University's Macricostas School of Arts & Sciences is pleased to announce applications are being accepted for a tenure track Assistant Professor of Sociology position in the Department of Social Sciences. The Macricostas School of Arts and Sciences is home to 13 departments, 21 undergraduate majors and five graduate majors, and offers a variety of ways for students to further their education. The Department of Social Sciences is an interdisciplinary department including anthropology, economics, geography, political science, and sociology. The department offers a combined undergraduate major in sociology/anthropology. Additional information about the department may be found at <a href="http://www.wcsu.edu/socialsci/">http://www.wcsu.edu/socialsci/</a>. Located only 60 miles from New York City, WCSU is uniquely positioned with a host of opportunities and resources that enrich our local university and the broader community of Danbury, Connecticut.

**Position Summary:** The successful candidate will teach both introductory and upper division courses in sociology, and one course annually in either research methods, quantitative methods, or our capstone senior research course. Will be expected to participate in departmental and university service by taking an active role in developing new curricula, advising and mentoring students, serving on committees, assisting student groups on campus, and engaging in professional activity. WCSU has a 4/4 teaching load, but class sizes are capped at between 15-38 students each. Faculty may apply for course load reduction for research purposes beginning in their second year. Additionally, there are generous travel, research, and other grants competitively awarded each year.

Qualifications: Area(s) of expertise should be in one or more of the following: poverty, gender and sexuality, social inequality, urban studies, the sociology of consumption, and/or environmental sociology with a preferred regional focus on either Europe, Oceania, South Asia, Southeast Asia, or the United States (if US then especially African American, Asian American, and/or working-class studies). A PhD in sociology is required; ABD with expected completion dates by December 2018 will be considered. Candidates must also have a demonstrated record of teaching experience.

WCSU's small classes allow for student focused teaching and learning, and project-based activities. We are particularly interested in applicants who have experience working with students from different backgrounds, and a demonstrated commitment to improving access to higher education for first-generation and under-represented groups WCSU is committed to enhancing our diverse university community by actively encouraging people with disabilities, minorities, veterans, and women to apply. We take pride in our pluralistic community and continue to seek excellence through diversity and inclusion.

Salary & Benefits: The salary range is \$59,668 – \$80,030 and is commensurate with experience. WCSU offers a comprehensive benefits package. Additional information on benefits can be found at <a href="https://www.wcsu.edu/hr/benefits/">www.wcsu.edu/hr/benefits/</a>. All faculty in the Connecticut State University system are represented by the American Association of University Professors (AAUP).

Application Process: Interested applicants must submit a cover letter (outlining area(s) and region(s) of specialization, and detailing other qualifications); a curriculum vitae; a writing sample reflecting current research interests; a statement of teaching philosophy; and contact information for at least three (3) professional references

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to <u>facultyvitae@wcsu.edu</u>. In the email subject line, reference Search #700-524. All materials should be submitted as PDF files. Only candidates who advance in the selection process will be required to submit letters of reference and a summary of teaching evaluations. Applications must be received by Thursday, March 29, 2018. Late applications will not be accepted.

State and Federal requirements expect that organizations with 100 or more employees invite applicants to self-identify gender and race. We kindly request all applicants to complete the Affirmative Action Data Questionnaire and to please return the completed form to Ms. Keisha Stokes in the WCSU Office of Diversity and Equity at stokesk@wcsu.edu. Completion of this data will not affect your opportunity for employment, or terms or conditions of employment. This form will be used for reporting purposes only and will be kept separate from all search records and only accessed by the Office of Diversity and Equity. The Affirmative Action Data Questionnaire can be found on the following link:

http://wcsu.edu/hr/employment/AA Data Questionnaire FillableForm.pdf.

#### Western Connecticut State University Danbury, Connecticut 06810 www.wcsu.edu

Western Connecticut State University Environmental Health and Safety Assistant Environmental & Facilities Services

Western Connecticut State University is pleased to announce that applications are being accepted for the position of Environmental Health and Safety (EHS) Assistant.

This position is responsible for assisting the Director of Environmental Health & Safety in the day to day management of all environmental health and safety programs. This will include assisting in incident investigations, OSHA 300 log management, and implementing ergonomic and industrial hygiene programs. Will also be responsible for collecting and preparing biological and Universal waste for disposal, conducting inspections of life and fire safety equipment, as well as delivering training to students, faculty and staff.

Qualifications: Bachelor's degree in a related field is required, as is two (2) years' experience in the environmental health and safety field. Hazardous Waste Operation & Maintenance Training (Hazwoper 40 hour certification) is preferred. Knowledge of chemical properties and segregation techniques is required, as well as basic knowledge of OSHA's general industry safety standards. Solid recordkeeping skills are required. In addition to being able to lift 50 lbs., the successful candidate must pass a pre-employment medical exam, and is required to be fit tested for, and to wear a respirator. A valid driver's license is required, a CDL is preferred.

WCSU is committed to enhancing our diverse university community by actively encouraging people with disabilities, minorities, veterans, and women to apply. We take pride in our pluralistic community and continue to seek excellence through diversity and inclusion.

Salary & Benefits: The minimum starting salary is \$43,360 and is commensurate upon candidates' experience. WCSU offers a comprehensive benefits package. Additional information on benefits can be found at <a href="https://www.wcsu.edu/hr/benefits/">www.wcsu.edu/hr/benefits/</a>.

Application Process: Prospective candidates must submit a cover letter, which includes the names and contact information for three (3) professional references and a resume. Email your application materials as one (1) complete file (PDF or Word format only) and not via multiple attachments to: Ms. Peggy Boyle, Assistant Director of Human Resources - Recruitment. In subject line of email reference: Your Last Name - EHS Assistant

Application Deadline: Application materials should be submitted to <a href="https://www.su.edu">https://www.su.edu</a> and must be received by Friday, March 9, 2018. Late applications will not be accepted.

State and Federal requirements expect that organizations with 100 or more employees invite applicants to self-identify gender and race. We kindly request all applicants to complete the Affirmative Action Data Questionnaire and to please return the completed form to Ms. Keisha Stokes in the WCSU Office of Diversity and Equity at stokesk@wcsu.edu. Completion of this data will not affect your opportunity for employment, or terms or conditions of employment. This form will be used for reporting purposes only and will be kept separate from all search records and only accessed by the Office of Diversity and Equity. The Affirmative Action Data Questionnaire, can be found on the following link:

http://wcsu.edu/hr/employment/AA Data Questionnaire FillableForm.pdf.

Western Connecticut State University Danbury, Connecticut 06810 www.wcsu.edu

Western Connecticut State University
Macricostas School of Arts & Sciences
Department of Mathematics
Assistant Professor-Tenure Track
Academic Year 2018 - 2019

Western Connecticut State University's Macricostas School of Arts & Sciences is pleased to announce that applications are being accepted for a tenure track Assistant Professor position in the Department of Mathematics.

The Macricostas School of Arts and Sciences is home to 13 departments, 21 undergraduate majors and five graduate majors, and offers a variety of ways for students to further their education. The Department of Mathematics offers Bachelor of Arts degrees in Mathematics, and in Mathematics with a Computer Science option, as well as a Bachelor of Science in Mathematics for Secondary Education. The department also offers a Mathematics minor. Additional information about the department may be found at <a href="https://www.wcsu.edu/math/">www.wcsu.edu/math/</a>.

**Position Summary:** The successful candidate will teach courses in all levels of mathematics, as well as participate in departmental and university service by taking an active role in developing new curricula, advising and mentoring students, serving on departmental and university committees, assisting student groups on campus, and engaging in professional activity and scholarship. Standard teaching load is 24-credits per year or the equivalent of 4 courses each semester.

Qualifications: A Ph.D. in Mathematics or Applied Mathematics is required. Preference will be given to candidates with specialization or expertise in applied mathematics or computational statistics. Other evaluation criteria will include: teaching experience, a record of (or potential for) scholarship, a record of (or potential for) service to the department and university community; and appropriate experience using technology. Activities that are valuable to the department include, advising and mentoring students, grant writing, revising curricula, developing programs, serving on departmental and university committees, and promoting connections with other departments. WCSU is particularly interested in applicants who have experience working with students from different backgrounds and a demonstrated commitment to improving access to higher education for first-generation and under-represented groups.

WCSU is committed to enhancing our diverse university community by actively encouraging minorities, veterans, women and people with disabilities to apply. We take pride in our pluralistic community and continue to seek excellence through diversity and inclusion.

Salary & Benefits: The salary range is \$59,668 – \$80,030 and is commensurate upon candidates' experience. WCSU offers a comprehensive benefits package. Additional information on benefits can be found at <a href="https://www.wcsu.edu/hr/benefits/">www.wcsu.edu/hr/benefits/</a>. There are grant opportunities to support research and conference attendance.

Application Process: Interested applicants must submit a letter of application, which outlines interest in, and qualifications for, the position; areas of teaching expertise and experience, areas of service and/or leadership, a statement of teaching philosophy and a statement of scholarship, a current curriculum vita; and at least three (3) reference letters that comment on the applicant's teaching, scholarship, and/or service/leadership to facultyvitae@wcsu.edu. In the Email Subject Line Reference Search #700-527. All materials should be submitted as PDF files. Applications must be received by April 4, 2018. Late applications will not be accepted.

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State and Federal requirements expect that organizations with 100 or more employees invite applicants to self-identify gender and race. We kindly request all applicants to complete the Affirmative Action Data Questionnaire and to please return the completed form to Ms. Keisha Stokes in the WCSU Office of Diversity and Equity at stokesk@wcsu.edu. Completion of this data will not affect your opportunity for employment, or terms or conditions of employment. This form will be used for reporting purposes only and will be kept separate from all search records and only accessed by the Office of Diversity and Equity. The Affirmative Action Data Questionnaire, can be found on the following link:

http://wcsu.edu/hr/employment/AA Data Questionnaire FillableForm.pdf.

#### Western Connecticut State University Danbury, Connecticut 06810 www.wcsu.edu

Western Connecticut State University Environmental and Facilities Services Custodian

Western Connecticut State University is currently accepting applications for a second  $(2^{nd})$  shift Custodian positions. Mandatory overtime will be required during snow storms and other emergency situations. Duties include cleaning classrooms, bathrooms, and common areas by dusting, mopping, sweeping, stripping/waxing floors, and trash and snow removal in addition to other related duties.

Minimum Qualifications: <u>Valid driver's license is required</u>. Prior experience with commercial/institutional cleaning processes, equipment, and materials is preferred, as is prior janitorial experience in facilities with multiple buildings. The ability to follow written and oral directions is required, as is the ability to operate, care for, and perform minor maintenance on tools and equipment used in daily work. Must also have adequate physical agility, strength, and stamina to perform the job duties. Must satisfactorily pass a pre-employment drug screen, physical/medical exam as well as a thorough criminal background check.

WCSU is committed to enhancing our diverse university community by actively encouraging people with disabilities, minorities, veterans, and women to apply. We take pride in our pluralistic community and continue to seek excellence through diversity and inclusion.

Starting Salary: \$16.03 per hour plus benefits including health and dental insurance, retirement plan, 12 paid vacation days, 12 paid holidays, 3 paid personal days, and paid sick leave. Additional information on benefits can be found at <a href="https://www.wcsu.edu/hr/benefits/">www.wcsu.edu/hr/benefits/</a>.

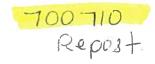
Application Process: Applicants must apply for the position through the State of Connecticut Employment Opportunities website: <a href="https://www.jobapscloud.com/CT/">https://www.jobapscloud.com/CT/</a> Applicants will be required to set up a JobAps User Account and complete a Master Application. You then will need to submit your completed Master Application to the position you wish to apply for. The Custodian position details may be found at: <a href="https://www.jobapscloud.com/CT/sup/bulpreview.asp?R1=180319&R2=0429TC&R3=001">https://www.jobapscloud.com/CT/sup/bulpreview.asp?R1=180319&R2=0429TC&R3=001</a>.

If you need assistance, please stop in to WCSU's Human Resources Office at 181 White Street, Danbury, CT. Applications will not be accepted if sent to Western Connecticut State University.

Application Deadline: Application materials must be submitted by Monday, April 2, 2018. Late application will not be accepted.

State and Federal requirements expect that organizations with 100 or more employees invite applicants to self-identify gender and race. We kindly request all applicants to complete the Affirmative Action Data Questionnaire and to please return the completed form to Ms. Keisha Stokes in the WCSU Office of Diversity and Equity at stokesk@wcsu.edu. Completion of this data will not affect your opportunity for employment, or terms or conditions of employment. This form will be used for reporting purposes only and will be kept separate from all search records and only accessed by the Office of Diversity and Equity. The Affirmative Action Data Questionnaire, can be found on the following link:

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#### Western Connecticut State University Danbury, Connecticut 06810 www.wcsu.edu

Western Connecticut State University
Macricostas School of Arts & Sciences
Writing, Linguistics & Creative Process
Assistant Professor/Coordinator of Composition
Tenure Track - Academic Year 2018 - 2019

Western Connecticut State University's Macricostas School of Arts & Sciences is pleased to announce that applications are being accepted for a tenure-track Assistant Professor position in the Department of Writing, Linguistics & Creative Process. The incumbent will also serve as the Coordinator of Composition.

The Macricostas School of Arts and Sciences is home to 13 departments, 21 undergraduate majors, and five graduate majors, and offers a variety of ways for students to further their education. The Department of Writing, Linguistics & Creative Process offers the bachelor's degree in Professional Writing with concentrations in Creative Writing, Journalism and Public Relations, and Business and Technical Writing. The Department's graduate program includes the nation's only Master of Pine Arts in Creative and Professional Writing. The department also offers three undergraduate minors and a variety of writing intensive courses for credit in General Education. Faculty in the department carry 12 credit hours per semester, but the Composition Coordinator receives three (3) hours of reassigned time each semester. Additional information on the department may be found at www.wcsu.edu/writing.

**Position Summary:** The successful candidate will teach in the Professional Writing program and in the general education composition program. The successful candidate will also oversee the university's first-year composition program, initiating and recommending changes to the curriculum as needed. Although full-time faculty members carry a four-four teaching load, the Coordinator of Composition will teach three courses and work one-quarter time overseeing the composition program. Professors are expected to maintain an active research program, serve on committees, and advise students.

Qualifications: Completed Ph.D. in Rhetoric and Composition or a closely related field is required. Will consider candidates with a dissertation defense date scheduled before June 1, 2018. Evidence of scholarship in Rhetoric and Composition is required. Preference will be given to candidates with a strong background in teaching college composition, experience in administration and assessment, and a background in faculty development. A dissertation and/or publications on college writing specifically are desirable. Evidence of effective teaching is required, as are excellent written and oral communication skills.

WCSU is committed to enhancing our diverse university community by actively encouraging people with disabilities, minorities, veterans, and women to apply. We take pride in our pluralistic community and continue to seek excellence through diversity and inclusion.

Salary & Benefits: The salary range is \$59,668 to \$80,030, dependent on years of full-time experience. In addition to offering a competitive salary commensurate with the candidate's experience, WCSU offers a comprehensive benefits package. Additional information on benefits can be found at <a href="https://www.wcsu.edu/hr/benefits/">www.wcsu.edu/hr/benefits/</a>. There are grant opportunities to support research and conference attendance. Faculty members are protected by a strong union as part of the American Association of University Professors (AAUP).

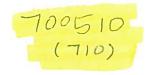
Application Process: Interested applicants must submit a letter of application outlining interest in and qualifications for the position; areas of teaching expertise and experience; areas of service and/or leadership; research interests; a statement of teaching philosophy; a current curriculum vita; and the names and contact

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information for at least three (3) professional references who can comment on the applicant's teaching, scholarship, and/or service/leadership to facultyvitae@wcsu.edu. Finalists will be asked to submit examples of their writing. In the Email Subject Line Reference Search #700-710. All materials should be submitted as PDF files. Applications must be received by April 1, 2018. Late applications will not be accepted.

State and Federal requirements expect that organizations with 100 or more employees invite applicants to selfidentify gender and race. We kindly request all applicants to complete the Affirmative Action Data Questionnaire and to please return the completed form to Ms. Keisha Stokes in the WCSU Office of Diversity and Equity at stokesk@wcsu.edu. Completion of this data will not affect your opportunity for employment, or terms or conditions of employment. This form will be used for reporting purposes only and will be kept separate from all search records and only accessed by the Office of Diversity and Equity. The Affirmative Action Data Questionnaire can be found on the following link:

http://wcsu.edu/hr/employment/AA Data Questionnaire FillableForm.pdf.



#### Western Connecticut State University Danbury, Connecticut 06810 www.wcsu.edu

Western Connecticut State University Macricostas School of Arts & Sciences Writing, Linguistics & Creative Process Assistant Professor-Tenure Track Academic Year 2018 - 2019

Western Connecticut State University's Macricostas School of Arts & Sciences is pleased to announce that applications are being accepted for a tenure-track Assistant Professor position in the Department of Writing, Linguistics & Creative Process. The incumbent will also serve as the Coordinator of Composition.

The Macricostas School of Arts and Sciences is home to 13 departments, 21 undergraduate majors, and five graduate majors, and offers a variety of ways for students to further their education. The Department of Writing, Linguistics & Creative Process offers the bachelor's degree in Professional Writing with concentrations in Creative Writing, Journalism and Public Relations, and Business and Technical Writing. The Department's graduate program includes the nation's only Master of Fine Arts in Creative and Professional Writing. The department also offers three undergraduate minors and a variety of writing intensive courses for credit in General Education. Faculty in the department carry 12 credit hours per semester, but the Composition Coordinator receives three (3) hours of reassigned time each semester. Additional information on the department may be found at <a href="https://www.wcsu.edu/writing">www.wcsu.edu/writing</a>.

Position Summary: The successful candidate will teach in the Professional Writing program and in the general education composition program. The successful candidate will also oversee the university's first-year composition program, initiating and recommending changes to the curriculum as needed. Although full-time faculty members carry a four-four teaching load, the Coordinator of Composition will teach three courses and work one-quarter time overseeing the composition program. Professors are expected to maintain an active research program, serve on committees, and advise students.

Qualifications: Completed Ph.D. in Rhetoric and Composition or a closely related field is required at the time of application, along with evidence of scholarship in Rhetoric and Composition. Preference will be given to candidates with a strong background in teaching college composition, experience in administration and assessment, and a background in faculty development. A dissertation and/or publications on college writing specifically are desirable. Evidence of effective teaching is required, as are excellent written and oral communication skills.

WCSU is committed to enhancing our diverse university community by actively encouraging people with disabilities, minorities, veterans, and women to apply. We take pride in our pluralistic community and continue to seek excellence through diversity and inclusion.

Salary & Benefits: The salary range is \$59,668 to \$80,030, dependent on years of full-time experience. In addition to offering a competitive salary commensurate with the candidate's experience, WCSU offers a comprehensive benefits package. Additional information on benefits can be found at <a href="https://www.wcsu.edu/hr/benefits/">www.wcsu.edu/hr/benefits/</a>. There are grant opportunities to support research and conference attendance. Faculty members are protected by a strong union as part of the American Association of University Professors (AAUP).

Application Process: Interested applicants must submit a letter of application outlining interest in and qualifications for the position; areas of teaching expertise and experience; areas of service and/or leadership; research interests; a statement of teaching philosophy; a current curriculum vita; and the names and contact information for at least three (3) professional references who can comment on the applicant's teaching, scholarship,

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and/or service/leadership to facultyvitae@wcsu.edu. Finalists will be asked to submit examples of their writing. In the Email Subject Line Reference Search #700-710. All materials should be submitted as PDF files. Applications must be received by January 12, 2018. Late applications will not be accepted.

State and Federal requirements expect that organizations with 100 or more employees invite applicants to self-identify gender and race. We kindly request all applicants to complete the Affirmative Action Data Questionnaire and to please return the completed form to Ms. Keisha Stokes in the WCSU Office of Diversity and Equity at stokesk@wcsu.edu. Completion of this data will not affect your opportunity for employment, or terms or conditions of employment. This form will be used for reporting purposes only and will be kept separate from all search records and only accessed by the Office of Diversity and Equity. The Affirmative Action Data Questionnaire can be found on the following link:

http://wcsu.edu/hr/employment/AA Data Questionnaire FillableForm.pdf.

## Section D

### Element No. 4

# ASSIGNMENT OF RESPONSIBILITY & MONITORING

Sec. 46a-68-81

#### Assignment of Responsibility and Monitoring

Under Section 46a-68-81(a) of the Affirmative Action Regulations of Connecticut State Agencies, the Connecticut State Colleges and Universities (CSCU) has appointed the President of Western Connecticut State University as the appointing authority and has assumed ultimate responsibility for developing, implementing and monitoring the University's Affirmative Action Plan ("Plan"). The President has also assumed accountability for the success and/or failure of the Plan.

- (b) Subject to the provisions of Chapters 67 and 68 of the Connecticut General Statutes, the appointing authority may assign to any employee such duties and responsibilities necessary for the development and implementation of the Plan. In keeping with the aforementioned, the President appointed, during the reporting period, an Interim Chief Diversity Officer until the recruitment was concluded for the newly appointed Chief Diversity Officer, effective July 7, 2017. The Chief Diversity Officer has various duties and responsibilities necessary for the development, implementation and monitoring of the Plan. The Chief Diversity Officer, reports directly to the President, and has been designated by the President as the President's designee to serve as the University's full time advisor to the President on affirmative action, discrimination, equal employment opportunity, cultural diversity, sexual awareness and prevention action (under Title IX) and other related matters. To acquaint employees as well as executives (and Presidential Cabinet members) with their specific responsibilities under the Plan, the Chief Diversity Officer shall schedule regular meetings that emphasize:
  - 1. Human relations and intergroup relations;
  - 2. Non-discriminatory employment practices;
  - 3. The legal authority for affirmative action and equal employment opportunity and the appointing authority's commitment to affirmative action;
  - 4. The review of the affirmative action plan; and
  - 5. Identification of obstacles in meeting the goals of the Plan.
  - (c) The President has committed to the employment of a full-time Chief Diversity Officer, and as the Presidential designee, has full resources of the University to carry out its affirmative action mission. The Chief Diversity Officer reports directly to the President on all matters concerning the Plan and other related matters, and has full access to all records and personnel necessary for the effective performance of duties. The President has also provided the necessary authority to the Chief Diversity Officer to carry out effective affirmative action, cultural diversity, sexual awareness and prevention action (under Title IX) and other related programs and initiatives. In addition, the Chief Human Resources Officer has been assigned, by the President, to ensure that personnel functions of the University are compatible with the University's affirmative action mission, and to actively assist the Chief Diversity Officer in all areas, as necessary, in the discharging of the said duties. The President is readily accessible, formally and informally, to meet with the Chief Diversity Officer, as the need may arise. An open-door practice is in place.

In addition to meeting on an "as needed" basis, the President and the Chief Diversity Officer and the Executive Cabinet meet on the third Thursday of each month, to discuss affirmative action issues. The Chief Diversity Officer shall, at a minimum:

- 1. To develop, maintain and monitor the University's Affirmative Action Plan ("Plan") and to take corrective steps regarding the development and execution of programs, practices, goals and timetables, should an evaluation disclose that the Plan is not progressing as anticipated, or is not in accordance with the Affirmative Action Regulations by State Government, enforced by the Commission on Human Rights and Opportunities;
- 2. Initiate and maintain contact with recruiting sources and organizations serving members of protected classes;
- 3. Inform the agency of developments in affirmative action law; and
- 4. Mitigate any discriminatory conduct and investigate discrimination complaints.

The Chief Diversity Officer in responsible for the development, administration, maintenance, and monitoring of the Plan, and is actively involved in the campus hiring process including: advertising to fill position vacancies; initiating and maintaining contact with recruiting sources, the community or other organizations serving members of protected classes; promoting the concept of affirmative action, equal employment opportunity, disability awareness and multiculturalism in the various University programs, initiatives and services; informing the University community of the availability of resources and services; investigating employment complaints; attempting to secure informal resolutions for discrimination complaints; providing consultation in the capacity of the Americans with Disabilities Act and Title IX Coordinator for the University as well as a full-time advisor to the President. The Chief Diversity Officer performs other responsibilities and duties, as required and necessary. The President ensures that the necessary resources for the performance of duties is available. The direct reporting of the Chief Diversity Officer to the President is, and shall remain, a constant.

(d) In accordance with the Affirmative Action Regulations, the feasibility of an employee advisory committee was considered. No committee was designated as an employee advisory committee. However, there are several committees that address specific concerns of employees at the University and address issues of diversity. The Minority Mentoring and Recruitment Committee for administrative faculty and the Minority Mentoring and Retention Committee for instructional faculty are charged with promoting diversity and support minority hiring and retention and professional development, as specified in their collective bargaining agreements. The Chief Diversity Officer is a member of the President's Cabinet, the senior leadership team and Advisors to the President. The feasibility of establishing a dedicated employee advisory committee has been officially established as of *January 16, 2018*.

To this end, as a (completed) program goal, the University has finalized the development and implementation of a University's Diversity Council to serve as an employee advisory committee with representation from across the University and guided direction from the Chief Diversity Officer, to create a long-range University Diversity Action Plan and to offer annual recommendations and reports to the President.

University Diversity Committee Active Service as of April 1, 2018				
Name	Position	Position Classification	Gender/ Ethnicity	Time Commitment
Mrs. Jesenia Minier Delgado	Chief Diversity Officer	Management/ Confidential	H/F	30%
Paul Steinmach	Director, University and Community Relations	Management/ Confidential	W/M	10%
Dr. Ethan Balk	Assistant Professor Health Promotion and Exercise Sciences	AAUP	W/M	10%
Dr. Truman Keys	Associate Professor Communications and Media Arts	AAUP	B/M	10%
Dr. Lorraine Moya Salas	Associate Professor Social Work	AAUP	H/F	10%
Robert Pote	Professor, English	SUOAF	W/M	10%
Michael Ercoli Quality Craft Worker		NP-3	W/M	

## (e) The Chief Diversity Officer maintains a list of the following groups, which include:

Minority Mentoring and Recruitment Committee Active Service as of April 1, 2018				
Name	Position	Position Classification	Gender/ Ethnicity	Time Commitment
Mrs. Jesenia Minier Delgado	Chief Diversity Officer	Management/ Confidential	H/F	30%
Dr. Abe Echevarria	Professor, Art	AAUP	H/M	10%
Dr. Michele Gannon	Professor, Business	AAUP	/F	10%
Dr. Bonnie Lee Rabe	Assistant Professor, Education	AAUP	/F	10%
Dr. Edwin Wong	Associate Professor, Biology	AAUP	A/M	10%
Dr. Oscar De Los Santos	Professor, English	AAUP	H/M	10%

Minority Mentoring and Retention Committee Active Service as of April 1, 2018				
Name	Position	Position Classification	Gender/ Ethnicity	Time Commitment
Mrs. Jesenia Minier		Management/		
Delgado	Chief Diversity Officer	Confidential	H/F	30%
Dr. Michele Gannon	Professor, Business	AAUP	/F	10%
Dr. Bonnie Lee Rabe	Assistant Professor, Education	AAUP	/F	10%
Dr. Edwin Wong	Associate Professor, Biology	AAUP	A/M	10%

Presidential Cabinet Members Active Service as of April 1, 2018				
				Name
		Classification	Ethnicity	Commitment
5 11 5 61 1		Management/		
Dr. John B. Clark	President	Confidential	W/M	20%
5 14	Provost/Vice President for	Management/		
Dr. Missy Alexander	Academic Affairs	Confidential	W/F	20%
	Associate Vice President for	Management/		
Mr. Sean Loughran	Finance and Administration	Confidential	W/M	20%
	Vice President for	Management/		
Vacancy	Institutional Advancement	Confidential	N/A	20%
	Vice President for Student	Management/		
Dr. Keith Betts	Affairs	Confidential	W/M	20%
	Chief Facilities Officer and	Management/		
Mr. Luigi Marcone	Associate Vice President for	Confidential	W/M	20%
	Campus Planning			
Mrs. Jesenia Minier		Management/		
Delgado	Chief Diversity Officer	Confidential	H/F	20%
M 5 16	Chief Human Resources	Management/		
Mr. Fred Cratty	Officer	Confidential	W/M	20%
••		Management/		
Vacancy	Chief Information Officer	Confidential	N/A	20%
24 1 24	Associate Vice President for	Management/		
Mr. Jay Murray	Enrollment Services	Confidential	B/M	20%
D 4 4.11	Associate Provost/Associate	Management/		
Dr. Ann Atkinson	Vice President for	Confidential	W/F	20%
	Academic Affairs			
M D' W	Dean, School of Visual and	Management/		
Mr. Brian Vernon	Performing Arts	Confidential	B/M	20%
D 14 D 1	Interim Dean, School of	Management/		
Dr. Maryann Rossi	Professional Studies	Confidential	W/F	20%
	Interim Dean, Macricostas	Management/		
Dr. Josie Harner	School of Arts & Sciences	Confidential	W/F	20%
	Dean, Anell School of	Management/		
Mr. David Martin	Business	Confidential	W/M	20%
		Management/		
Dr. Walter Cramer	Dean of Students	Confidential	W/M	20%
Mr. Paul Steinmetz	Director, University	Management/		
	Relations	Confidential	W/M	20%
Ms. Lynne LeBarron	Director, Development	Administrator	W/F	20%
Ms. Lori Mazza	Director, Athletics	Administrator	W/F	20%
Ms. Veronica				
Kenausis	Director, Library Services	Administrator	W/F	20%

The listed University leadership provides consistent support for the development and implementation of the Affirmative Action Plan. There are also student programs and committees on diversity coordinated through the Division of Student Affairs and the Student Government Association. The University's Office of Diversity & Equity maintains an "open door" policy on these initiatives and communication.

(f) Consistent with the Affirmative Action Regulations, the President has assumed ultimate responsibility for the implementation and success or failure of the plan. The President leads by example; and, it is clear that Affirmative Action is a University priority.

The Affirmative Action search process have been well established at the University, and faculty and administrators are to be commended for their diligence in adherence to the campus search procedures. There is a need for more focus and development in affirmative action recruitment, internal affirmative action processes, and multicultural programming. In addition to the above, the Chief Diversity Officer is concerned with employment issues that may not be discriminatory, but may have an unfair effect on employees. To this end, the Chief Diversity Officer will continue to monitor and have open communications with the University community on fair and equal treatment of all employees.

In accordance with the Affirmative Action Regulations, Western Connecticut State University evaluates and monitors the affirmative action performance of all employees assigned affirmative action responsibilities and such performance is considered in promotion and merit increase decisions. All managerial and supervisory personnel of Western Connecticut State have responsibility for affirmative action. These efforts are considered in decisions related to promotions and salary increases.

- (g) It is University policy that no employees shall be coerced, intimidated or retaliated against by the University or any person for performing affirmative action duties. Any person so aggrieved may file an internal complaint with the Chief Diversity Officer or with the Commission on Human Rights and Opportunities.
- (h) Western Connecticut State University maintains a record of each person performing any duties related to the development or implementation of the University's Affirmative Action Plan ("Plan") by name, job title, percentage of time devoted to affirmative action duties, and outline specific responsibilities. The Chief Diversity Officer keeps records of individuals should they be assigned affirmative action duties for the development or implementation of the Plan.

All Western Connecticut State University leadership is responsible for full cooperation with the Chief Diversity Officer and the requirements of the Plan. The Chief Diversity Officer maintains an internal reporting system to continually audit, monitor and evaluate programs and responsibilities, which also include fostering a non-discriminatory work environment.

In addition to the above activities, staff that participate in the development of the Plan are:

Participating Staff with the University's 2018 Affirmative Action Plan Reporting period from April 1, 2017 to March 31, 2018			
Name	Position	Time Commitment	
Dr. John B. Clarke	President	20%	
Dr. Missy Alexander	Provost/Vice President for Academic Affairs	20%	
Dr. Keith Betts	Vice President for Student Affairs	20%	
Mr. Jay Murray	Associate Vice President of Enrollment Services	20%	
Mr. Sean Loughran	Associate Vice President for Finance and Administration	20%	
Mr. Luigi Marcone	Chief Facilities Officer and Associate Vice President for Campus Planning	20%	
Mrs. Jesenia Minier Delgado	Chief Diversity Officer	100%	
Ms. Keisha Stokes	Administrative Assistant	100%	
Mr. Fred Cratty	Chief Human Resources Officer	50%	
Ms. Margaret Boyle	Assistant Director, Human Resources	50%	
Mr. Paul Steinmetz	Director, University Relations	20%	
Ms. Lynne LeBarron	Director, Development	20%	
Dr. Walter Cramer	Dean of Students	20%	
Dr. Josie Harner	Interim Dean, Macricostas School of Arts and Sciences	25%	
Mr. Brian T. Vernon	Dean, School of Visual and Performing Arts	25%	
Dr. Maryann Rossi	Interim Dean, School of Professional Studies	25%	
Mr. David Martin	Dean, Anell School of Business	25%	
Ms. Michele Cazorla	Assistant in Human Resources	25%	
Mr. John DeRosa	Interim Co-Chief Information Officer	10%	
Ms. Rebecca Woodward	Interim Co-Chief Information Officer	10%	
Vacant	Associate Director, Administrative Services	20%	

The University has a sound leadership framework for an ongoing review and evaluation of the University's Affirmative Action Program. The Chief Diversity Officer is in regular contact with senior administrators that support the Plan in their respective roles.

Individual communications with members of the President's Cabinet, which includes Vice Presidents, Academic Deans, Chief Information Officer, Enrollment Management Officer, Chief Human Resources Officer, Associate Vice President for Finance & Administration, Director of University Relations and the Associate Vice President for Enrollment Services, were a regular occurrence for the Chief Diversity Officer. These discussions mirrored the President's emphasis on strategies to achieve a multicultural workforce that reflects solid representation of all race/sex groups and other protected classes.

The President is readily available to assist the Chief Diversity Officer in maintaining a budget line, which is critical to carrying out the University's affirmative action mission. The Provost/Vice President of Academic Affairs is clear in her actions regarding hiring practices and consistently champions and supports the work of the Chief Diversity Officer.

The Vice President for Student Affairs and the Chief Human Resources Officer are both available for any aspect pertaining to affirmative action/diversity matters at the University.

The Chief Diversity Officer reports directly to the President, and has easy access to the University community at large. The Chief Diversity Officer is intimately involved in the employment job search process from beginning to end. Also, the Chief Human Resources Officer is required to exercise the necessary authority to enforce affirmative action requirements in the employment process. We will continue this practice.

In keeping with this practice, the job search process requires that approval must be received from the Chief Diversity Officer prior to an offer of employment. This enables affirmative action to remain in the forefront of employment decisions. We will continue this practice.

The Deans are superior in carrying out their affirmative action responsibilities and lead by example in this area. The Deans work very closely with the Chief Diversity Officer and keep affirmative action in the forefront throughout the hiring process. Affirmative Action leadership by the Deans is clearly evident in the affirmative action posture of Department Chairs and others when recruiting and hiring takes place in their departments. Discussions with the department chairpersons, faculty, and administrators were a regular occurrence for the Chief Diversity Officer. This segment of the University community is easily viewed as part of the solution to moving the University forward in its affirmative action and multicultural endeavors. Hiring supervisors and Department chairs are also to be commended for their attentiveness to affirmative action.

The two (2) appointed Interim Co-Chief Information Officers are an integral force for affirmative action. The two Interim Co-Chief Information Officers works with the Chief Diversity Officer on a regular basis for the furtherance of affirmative action at the University. Both appointees ensure, without reservation, ready technology assistance and support throughout the year for affirmative action technology needs. Both appointees are readily available for consultation and although technology demands at the University are at high volume, the two (2) Interim Co-Chief Information Officers remain consistent to their commitment to the University's affirmative action mission.

The Chief Human Resources Officer is readily accessible and available to the Chief Diversity Officer for situations that may arise as it relates to the campus search process and other personnel matters. This includes involvement with implementing the Plan and assuming a leadership role in preventing employment activity that may impact on the Plan, and ensuring non-discriminatory personnel policies, procedures, and practices throughout the University from recruitment to employment separation. Communication between the Chief Diversity Officer and Human Resources personnel is a regular occurrence, sometimes on a daily basis. Human Resources personnel are vital to the success or failure of the Plan.

Staff for the Office of Diversity and Equity works closely with the staff from the Human Resources Department to accomplish the University's Affirmative Action mandate for the

State of Connecticut. The Human Resources staff is commended for timeliness in providing information and understanding the monitoring needs of the Office of Diversity and Equity.

- (i) In accordance with the Affirmative Action Regulations, Western Connecticut State University has an established internal program evaluation mechanism to monitor progress, lack of progress and anticipate shortcomings in the University's Affirmative Action Program. The evaluation process is in compliance with the Regulations and has been approved by the Commission. Evaluation mechanisms allow for ongoing and consistent monitoring, evaluation and assessment of the Plan that provides the current status of the Plan to always be in the forefront. In accordance with the Regulations, all writings, if any, are maintained. The Purpose of the internal evaluation is tri-fold:
  - 1. To conduct Ongoing review and evaluation of the University's progress towards the goals of the Affirmative Action Plan;
  - 2. To establish a system for evaluating supervisory performance on affirmative action consistent with Chapters 67 and 68 of the Connecticut General Statutes; and
  - 3. To review the Affirmative Action Plan at least annually.

Consistent with the above, the following considerations are integral to internal evaluation efforts as set forth in the Regulations. In keeping with aforementioned, practices outlined represent in part, our mechanisms to monitor progress or lack of progress, and anticipate shortcomings in the Affirmative Action Program.

The Chief Human Resources Officer monitors employment activity very closely. Consistent with this involvement, all employment activity must be channeled through the Human Resources Department, with hiring activity channeled through the Office of Diversity & Equity. This enables an ongoing review and evaluation of supervisory affirmative action performance in accordance in with Chapter 67 and 68 of the Connecticut General Statues and University practices and procedures. Supervisory performance can also be monitored through affirmative action monitoring reports that have as one of its purposes, employment assessment. Also, the affirmative action employment reports clearly delineate the individual accountable for hiring, and the steps taken to satisfy affirmative action requirements. The Chief Human Resources Officer and the Chief Diversity Officer carefully scrutinize all employment and hiring activity. We will continue this practice.

The Chief Diversity Officer is also authorized by the President to direct, administer, implement and monitor the University's Affirmative Action Plan ("Plan"). In this regard, the Chief Diversity Officer is accountable for leadership of the ongoing review and evaluation of the Plan, and updating the goals and objectives to meet University changing employment situation. The Chief Diversity Officer has and will continue to function in this capacity without restraint in carrying out internal program evaluation functions. We have and will continue this practice.

This includes, but is not limited to, a review of all employment transactions and the rationale thereof; a review of all advertising to insure the absence of discriminatory

language; a review of position announcements prior to distribution; approval of membership on search committees and intricate involvement in university hiring from beginning to end; a review of each search committee's process with authority to place a search on hold, as appropriate, in order to further assess the process and provide advisement to the President; active monitoring of the Plan; and regular communication with Human Resources regarding affirmative action matters in general. Regular communication also takes place with the President. Monitoring pertaining to the progress, or lack of progress, in meeting goals and objectives of the Plan, is a regular and ongoing occurrence. The Plan is routinely reviewed on an ongoing basis and has been utilized as a working document. The Chief Diversity Officer functions without restraint in carrying out this very important affirmative action program evaluation function. We will continue this practice.

A system is in place for monitoring affirmative action progress and maintaining written progress reports. The Human Resources Department provides monthly information of employment transactions for ongoing monitoring of affirmative action progress and biweekly updates of recruitment activities. Also, the affirmative action job search process provides for affirmative action involvement at every step of the hiring process. We will continue this practice.

The Chief Diversity Officer is responsible for involvement in the filling of unclassified positions to the same extent as classified positions. The same applies, as appropriate, to University promotions. Qualifications for open positions are jointly reviewed, as appropriate, by the Chief Diversity Officer and the Chief Human Resources Officer in a good faith effort to ensure that artificial barriers do not exist. We will continue this practice.

Advertised positions contained an affirmative action/equal employment statement, and were reviewed for the same, prior to dissemination. Advertising publications with a minority focus were utilized. External publications were reviewed for inclusion of the non-discrimination policy, and affirmative action inclusion was assured in the University's annual goals and objectives. We will continue this practice.

University leadership such as the Vice Presidents, Academic Deans, and managers have been made aware of their Affirmative Action responsibilities to the University Affirmative Action Program. Communication is ongoing with the Office of Diversity and Equity. We will continue this practice.

This internal program evaluation mechanism provides the basis for the capacity that the University has had, and will continue, to assess the effectiveness or ineffectiveness and results of its Plan. We will continue these practices of our internal program evaluation.

#### Section D

## Element No. 4(a)

# ASSIGNMENT OF RESPONSIBILITY & MONITORING

Sec. 46a-68-81

(ATTACHMENTS AND DOCUMENTATION)

## Fall 2017 Schedule Cabinet/Council Meetings

Month	Date	Time	Location
September	12	10 a.m.	Univ. Hall, President's Conference Rm
September	21	2 p.m.	Midtown Student Center, Rm. 202
October	26	2 p.m.	Midtown Student Center, Rm. 202
November	16	2 p.m.	Midtown Student Center, Rm. 202
December	21	2 p.m.	Midtown Student Center, Rm. 202



President's Cabinet Meeting Tuesday, September 12, 2017 President's Conference Room 10 a.m.

### Agenda

### Part I: Information & Update

- 1. Update of Monday's conference call re: NYS Tuition Proposal (JC)
- 2. Cabinet Retreat (JC)

#### Part II: Recruitment, Retention & Budget

- 1. Filling Current Vacancies (FC)
- 2. Enrollment Updates (JM)
  - New students
    - ✓ Profile of incoming class
  - Returning
    - ✓ Retention data
- 3. 2018 Affirmative Action Plan (JMD)
  - ✓ Training
  - ✓ CHRO Review and Upcoming Legislative Meeting
  - ✓ On Campus Notifications
  - ✓ Draft Office of Diversity and Equity Poster
- 4. CSCU Facility Department Operating Options* (LM)

^{*}See attached supporting document.



### Thursday, September 21, 2017 @ 2 p.m. Midtown Campus Student Center, Rm. 202

- 1. Announcements
- 2. Current Budget Situation (JC, SL)
- 3. Recruitment (JC)
- 4. Changes with the Office of Diversity and Equity (JMD)
- 5. Defining Role of President's Council Members Fundraising Teams (JC, LL)



### Tuesday, October 26, 2017 @ 2 p.m. Midtown Campus Student Center, Rm. 202

- 1. News and Announcements (JC)
- 2. Budget Update (SL)
- 3. Enrollment Update (JM)
- 4. Updates from the Office of Diversity and Equity (JMD)
- 5. Event Planning and Procedures (HB)
- 6. Student Affairs Update (KB)

Subject: Next Pres. Council Mtg.

Date: Monday, November 6, 2017 at 11:18:48 AM Eastern Standard Time

From: Janet McKay < McKay J@wcsu.edu>

To: Ann Atkinson <atkinsona@wcsu.edu>, Brian Vernon <vernonb@wcsu.edu>, David Martin <martindg@wcsu.edu>, Fred Cratty <CrattyF@wcsu.edu>, Jay Murray <murrayj@wcsu.edu>, Jesenia Minier-Delgado <minierdelgadoj@wcsu.edu>, John DeRosa <derosaj@wcsu.edu>, Josenbine Hamer <a href="martingwcsu.edu">, John DeRosa <a href="martingwcsu.edu">, Jori Mazza</a>

Josephine Hamer <a href="mailto:learnest-square">Josephine Learnest-square</a> (Sunne Learnest-square)</a> (Sunne Learnes

<CramerW@wcsu.edu>

CC: Helen Bechard <br/>
bechardh@wcsu.edu>, Birte Pfitzner <pfitznerb@wcsu.edu>, Catherine Cote <CoteC@wcsu.edu>, Jennifer Cunningham <cunninghamj@wcsu.edu>, Kathleen Nostrand <nostrandk@wcsu.edu>, Keisha Stokes <StokesK@wcsu.edu>, Kimberly DeLevie <deLevieK@wcsu.edu>, Kimberly Moffett <moffettk@wcsu.edu>, Linda D'Aurio <dauriol@wcsu.edu>, Lisa Scully <scullyl@wcsu.edu>, Martha Palanzo <PalanzoM@wcsu.edu>, Mary Jane Keane <keanem@wcsu.edu>, Michelle Ramey <rameym@wcsu.edu>, Stephanie Schreiber <schreibers@wcsu.edu>, Virginia Diaz <diazv@wcsu.edu>

The next President's Council meeting, scheduled for Nov. 16, has been cancelled.

Thank you, Janet

Janet McKay
Western Connecticut State University
Adm. Asst. to President

🎏 (203) 837-8460 | 👆 (203) 837-8283 | 🦳 <u>mckayj@wcsu.edu</u>



### Tuesday, December 19, 2017 @ 2 p.m. Midtown Campus Student Center, Rm. 202

- 1. Announcements
- 2. Construction and Projects (LM)
- 3. NEASC Annual Meeting Update (MA)
- 4. Budget Update (SL)
- 5. Enrollment Update (JM)
- 6. Marian Anderson Executive Committee Update (BV)

# Spring 2018 Schedule President's Council Meetings

Month	Date	Time	Location
January	25	2 p.m.	Midtown Student Center, Rm. 202
February	22	2 p.m.	Midtown Student Center, Rm. 202
March	22	2 p.m.	Midtown Student Center, Rm. 202
April	26	2 p.m.	Midtown Student Center, Rm. 202



# Thursday, January 25, 2018 @ 2 p.m. Westside Campus Center, Ballroom South

- 1. Announcements (JC)
- 2. EFK Marketing Findings (JM)
  - i. EFK Marketing team (1 hour presentation)
- 3. Announcements (JMD)
  - i. Undocu-Ally Taskforce efforts
  - ii. Office of Diversity and Equity updates



### Thursday, February 22, 2018 @ 2 p.m. Midtown Campus Student Center, Rm. 202

- 1. Announcements
- 2. Peer Mentoring Update (MA)
- 3. Update on New Athletic Teams (KB)
- 4. Budget Update (SL)
- 5. Enrollment Update (JM)
- 6. Update on Employee (Cultural Diversity) Training and Title IX (JMD)
- 7. Students' Appropriation Committee Testimony (PS)
- 8. Upcoming Legislative Breakfast (PS)
- 9. Update on the Marian Anderson Campaign (BV)



Thursday, March 22, 2018 @ 2 p.m. Midtown Campus Student Center, Rm. 202

- 1. Announcements/President Clark Agenda Items
  - Legislative Breakfast on Mar. 27
  - Entrepreneur of Year Luncheon on Mar. 29
- 2. Emergency Funding for Students (JC)
- 3. Budget Update (SL)
- 4. Enrollment Update (JM)
- 5. Commencement (HB)

### Section E

### Element No. 5

### ORGANIZATIONAL ANALYSIS

Sec. 46a-68-82

#### **Organizational Analysis**

Under Section 46a-68-82(1) of the Affirmative Action Regulations of Connecticut State Agencies, the University has conducted a job title classification study that arrange all of the job titles authorized by the Department of Administrative Services and the Board of Regents/CSCU established by statute into lines of progression that depict the order of jobs through which an employee may advance. Titles without promotional opportunity have been listed separately. Unclassified titles have also been identified.

- (2) The University has conducted an occupational category study, and listed each job title contained in the job title classification study and placed it in an occupational category with job titles having like job content, compensation schedules and opportunity. Titles within an occupational category are ranked from the highest to lowest compensation schedule. The salary range for each office, position and/or position classification is noted.
- (3) The University has included one (or more) of the University's organizational chart(s) which illustrate the lines of progression and reporting within the University.

# Western Connecticut State University Occupational Category Study

### Executive, Administrative, Managerial, Management & Confidential

### 1. Unclassified

Position/Title Name	Salary Rang	le
President	\$164,300	\$262,900
Provost/Vice President Academic Affairs	\$164,300	\$262,900
Vice President, Finance and Admin (V)	\$139,800	\$223,700
Vice President, Institutional Advancement (V)	\$139,800	\$223,700
Vice President of Student Affairs	\$139,800	\$223,700
Associate Vice President of Finance and Admin.	\$101,300	\$162,001
Associate Vice President for Enrollment Services	\$101,300	\$162,001
Associate Vice President of Academic Affairs	\$101,300	\$162,001
Dean, Arts and Sciences (V)	\$119,000	\$190,004
Dean, School of Business	\$119,000	\$190,004
Dean, Professional Studies (V)	\$119,000	\$190,004
Dean, Visual and Performing Arts	\$119,000	\$190,004
Dean of Students	\$101,300	\$162,001
Chief Diversity Officer	\$101,300	\$162,001
Chief Facilites Officer AVP Cmp Plng	\$101,300	\$162,001
Chief Human Resources Officer	\$101,300	\$162,001
Chief Information Officer	\$139,800	\$223,700
Director of Ins Research/ Assesment	\$86,200	\$137,009

2. Professional Faculty

Position/Title Name	Salary Rang	<b>e</b>
CSU Professor	\$96,521	\$129,028
Professor	\$87,747	\$117,299
Associate Professor	\$73,707	\$98,664
Assistant Professor	\$59,668	\$80,030
Instructor/Coach A	\$52,648	\$70,713

3. Professional Non-Faculty Administrator 7

400 000	
\$89,003	\$133,399
\$89,003	\$133,399
\$89,003	\$133,399
\$89,003	\$133,399
\$89,003	\$133,399
\$89,003	\$133,399
\$89,003	\$133,399
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# Western Connecticut State University Occupational Category Study

6. Professional Non Faculty Administrator 4

Access Control & Security Specialist  Adv. Practical Registered Nurse  Associate Athlectic Director  Associate Director, Accounts Payable (V)  Associate Director, Administrartive Services (V)  Associate Director of Admissions  Assistant Director of Advising  Associate Director, Career Development Center  Associate Director, Campus & Stud Cntrs  Associate Director, Graduate Admissions  Associate Director, Housing & Res Life  Associate Director, Public Relations	\$61,617 \$61,617 \$61,617 \$61,617 \$61,617 \$61,617 \$61,617 \$61,617 \$61,617 \$61,617 \$61,617	\$98,355 \$98,355 \$98,355 \$98,355 \$98,355 \$98,355 \$98,355 \$98,355 \$98,355
Associate Athlectic Director Associate Director, Accounts Payable (V) Associate Director, Administrartive Services (V) Associate Director of Admissions Assistant Director of Advising Associate Director, Career Development Center Associate Director, Campus & Stud Cntrs Associate Director, Graduate Admissions Associate Director, Housing & Res Life Associate Director, Public Relations	\$61,617 \$61,617 \$61,617 \$61,617 \$61,617 \$61,617 \$61,617 \$61,617	\$98,355 \$98,355 \$98,355 \$98,355 \$98,355 \$98,355 \$98,355
Associate Director, Accounts Payable (V) Associate Director, Administrartive Services (V) Associate Director of Admissions Assistant Director of Advising Associate Director, Career Development Center Associate Director, Campus & Stud Cntrs Associate Director, Graduate Admissions Associate Director, Housing & Res Life Associate Director, Public Relations	\$61,617 \$61,617 \$61,617 \$61,617 \$61,617 \$61,617 \$61,617	\$98,355 \$98,355 \$98,355 \$98,355 \$98,355 \$98,355
Associate Director, Administrartive Services (V) Associate Director of Admissions Assistant Director of Advising Associate Director, Career Development Center Associate Director, Campus & Stud Cntrs Associate Director, Graduate Admissions Associate Director, Housing & Res Life Associate Director, Public Relations	\$61,617 \$61,617 \$61,617 \$61,617 \$61,617 \$61,617	\$98,355 \$98,355 \$98,355 \$98,355 \$98,355
Associate Director of Admissions Assistant Director of Advising Associate Director, Career Development Center Associate Director, Campus & Stud Cntrs Associate Director, Graduate Admissions Associate Director, Housing & Res Life Associate Director, Public Relations	\$61,617 \$61,617 \$61,617 \$61,617 \$61,617	\$98,355 \$98,355 \$98,355 \$98,355
Assistant Director of Advising Associate Director, Career Development Center Associate Director, Campus & Stud Cntrs Associate Director, Graduate Admissions Associate Director, Housing & Res Life Associate Director, Public Relations	\$61,617 \$61,617 \$61,617 \$61,617	\$98,355 \$98,355 \$98,355
Associate Director, Career Development Center Associate Director, Campus & Stud Cntrs Associate Director, Graduate Admissions Associate Director, Housing & Res Life Associate Director, Public Relations	\$61,617 \$61,617 \$61,617	\$98,355 \$98,355
Associate Director, Campus & Stud Cntrs Associate Director, Graduate Admissions Associate Director, Housing & Res Life Associate Director, Public Relations	\$61,617 \$61,617	\$98,355
Associate Director, Graduate Admissions Associate Director, Housing & Res Life Associate Director, Public Relations	\$61,617	
Associate Director, Housing & Res Life Associate Director, Public Relations		\$98,355
Associate Director, Public Relations	\$61,617	
		\$98,355
	\$61,617	\$98,355
Associate Director - Stud Fin Srvs	\$61,617	\$98,355
Associate Director - Transfer	\$61,617	\$98,355
Associate Registrar - Degree Aud&Gd	\$61,617	\$98,355
Associate Registrar - Schd Officer	\$61,617	\$98,355
Associate Registrar Studt Acdm Rec	\$61,617	\$98,355
Client Server Programmer	\$61,617	\$98,355
Coord for Ancell School of Bus	\$61,617	\$98,355
Coord. of Engineering Support	\$61,617	\$98,355
Coordinator - Substance Abuse Prgrm	\$61,617	\$98,355
Coordinator of University Events	\$61,617	\$98,355
Development Database Administr	\$61,617	\$98,355
Enrollment Research Analyst	\$61,617	\$98,355
Infrastructure Services Admin	\$61,617	\$98,355
Instructional Deisgner	\$61,617	\$98,355
International Services Coordinator	\$61,617	\$98,355
Laboratory & Clinical Coordinator	\$61,617	\$98,355
Manager of Web Services	\$61,617	\$98,355
Math Empo & Clinic Coordinator	\$61,617	\$98,355
Network Security Specialist	\$61,617	\$98,355
Payroll Coordinator	\$61,617	\$98,355
Programmer Specialist	\$61,617	\$98,355
Program Specialist / Web Developer	\$61,617	\$98,355
Prop Control & Mail Serv Mngr	\$61,617	\$98,355
Prop Control & Mail Serv Mngr	\$61,617	\$98,355
Server Specialist	\$61,617	\$98,355
Manager of Web Services	\$61,617	\$98,355
Technical Coordinator	\$61,617	\$98,355
Veterans Affairs Officer	\$61,617	\$98,355

### Western Connecticut State University Occupational Category Study

8. Professional Non Faculty Administrator 2

Position/Title Name	Salary Rang	е
Admissions Representative	\$43,360	\$74,993
Assistant Degree Auditor (V)	\$43,360	\$74,993
Assistant to Director Meteorology St/WC	\$43,360	\$74,993
Assistant to Director of Fac Util & Prom	\$43,360	\$74,993
Assistant to Director of Fiscal Affairs (V)	\$43,360	\$74,993
Assistant to Director of Media Services (V)	\$43,360	\$74,993
Assistant to Director/Resident Director	\$43,360	\$74,993
Assistant to Director Hsg/Resident Director	\$43,360	\$74,993
Assistant to Director of Res Life/RD	\$43,360	\$74,993
Assistant to Director/Stud Fin Srvs	\$43,360	\$74,993
Assistant Counselor	\$43,360	\$74,993
Assistant Director of HR - Benefits	\$43,360	\$74,993
Assistant Director of HR - Recruiment	\$43,360	\$74,993
Athletic Equipment Manager	\$43,360	\$74,993
Athletic Trainer 3	\$43,360	\$74,993
Customer Support Center Assistant	\$43,360	\$74,993
Director of Health Services (V)	\$43,360	\$74,993
Fiscal Administrative Officer	\$43,360	\$74,993
Customer Support Center Assistant	\$43,360	\$74,993
Graphic Dsgn/Comp Tech Photo	\$43,360	\$74,993
Program Manager, Library Consort	\$43,360	\$74,993
Student Support Liaison	\$43,360	\$74,993
Upward Bound Site Advisor	\$43,360	\$74,993
Visual Arts Assistant	\$43,360	\$74,993

9. Professional Non Faculty Librarians

Position/Title Name	Salary Rang	е	
Librarian	\$87,747	\$117,29	
Associate Librarian	\$73,707	\$98,664	
Assistant Librarian	\$59,668	\$80,030	

# Western Connecticut State University Occupational Category Study

4.	<b>Professional</b>	Non-Faculty	Administrator 6
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Professional Non-Faculty Administrator 6					
Position/Title Name	Salary Range				
Director, Administrative Services	\$79,874	\$121,718			
Director, Career Services	\$79,874	\$121,718			
Director, Career Services	\$79,874	\$121,718			
Director, Center for Student Inv.	\$79,874	\$121,718			
Director, Counseling Services	\$79,874	\$121,718			
Director of Development (V)	\$79,874	\$121,718			
Director, Financial Aid and Student Empl.	\$79,874	\$121,718			
Director of Fac Sched & Promotion	\$79,874	\$121,718			
Director, Facilities Operations	\$79,874	\$121,718			
Director, Facilites and Planning	\$79,874	\$121,718			
Director, Housing and Residence Life	\$79,874	\$121,718			
Director, Judicial Affairs	\$79,874	\$121,718			
Director of Sponsored Rsch Adm Svc	\$79,874	\$121,718			
Information Security Officer	\$79,874	\$121,718			
Registrar	\$79,874	\$121,718			
Coord Univ Schlrsps & Cap Camp	\$79,874	\$121,718			
Professional Non Faculty Administrator 5  Position/Title Name	ê70.745	£440.027			
Associate Controller	\$70,745	\$110,037			
Assistant Dean of Students	\$70,745	\$110,037			
Bursar	\$70,745	\$110,037			
DBA/Unix Administrator (V)	\$70,745	\$110,037			
Director, Academic Advisement	\$70,745	\$110,037			
Director of AccessAbility Services	\$70,745	\$110,037			
Director, Access Control & One-Card Services	\$70,745	\$110,037			
Director, Alumni Relations/Development Office	\$70,745	\$110,037			
Director of Cooperative Education	\$70,745	\$110,037			
Director, Environmental Health & Safety	\$70,745	\$110,037			
Director of Finance Planning & Budgets	\$70,745	\$110,037			
Director of Pre-College & Access Services	\$70,745	\$110,037			
Director of Residence Programs & Staff	\$70,745	\$110,037			
Director of University Publication & Designs	\$70,745	\$110,037			
Infrastructure Svs Manager	\$70,745	\$110,037			
IT User Services Manager	\$70,745	\$110,037			
Information Center Manager (V)	\$70,745	\$110,037			
Project Manager	\$70,745	\$110,037			
SIS Banner/ERP Specialist	\$70,745	\$110,037			
System Manager (V)	\$70,745	\$110,037			
Telecommunications Manager	\$70,745	\$110,037			

### Western Connecticut State University Occupational Category Study

Position/Title Name		
Access/Security Technician	\$52,489	\$86,67
Assistant Bursar	\$52,489	\$86,67
Assistant Bursar - Cash Mgmt	\$52,489	\$86,67
Assistant Director, Admin Recruitment & Events	\$52,489	\$86,67
Assistant Director of Advising	\$52,489	\$86,67
Assistant Direcotr, Facilities Operations	\$52,489	\$86,67
Assistant Director, Facilities Sch & Promotion	\$52,489	\$86,67
Assistant Director, Financial Aid	\$52,489	\$86,67
Assistant Director, Health Services (V)	\$52,489	\$86,67
Assistant Director, Honors Program (V)	\$52,489	\$86,67
Assistant Director of Planning & Eng.	\$52,489	\$86,67
Assistant Director of Publication & Design	\$52,489	\$86,67
Assistant Director, Student Financial Srv	\$52,489	\$86,67
Assistant Director, Stud Life/Stud Act	\$52,489	\$86,67
Assistant Director, Upward Bound	\$52,489	\$86,67
Assistant Payroll Coordinator	\$52,489	\$86,67
Audio & Info Tech Coordinator	\$52,489	\$86,67
Budget Analyst	\$52,489	\$86,67
Debit Card Program Manager	\$52,489	\$86,67
Finance Assistant in IA	\$52,489	\$86,67
Instructional Design Coord.	\$52,489	\$86,67
Learning Commons Coordinator	\$52,489	\$86,67
Library Systems Assistant	\$52,489	\$86,67
Musical Arts Assistant	\$52,489	\$86,67
PC Maintenance Technician	\$52,489	\$86,67
Registered Nurse	\$52,489	\$86,67
Technical Assistant in Chemist	\$52,489	\$86,67
Technical Support Analyst	\$52,489	\$86,67
Visual & Perf Arts Centr Coord	\$52,489	\$86,67
Web Content Specialist	\$52,489	\$86,67

#### **JOB TITLE STUDY**

Administrative Assistant (CSU)
dministrative Assistant
cretary 2
ecretary 1
Office Assistant
Clerk Typist

Assoc. Vice President for Enrollment Service Director, Admissions Associate Director, Admissions Admissions Representative

Director, Athletics Associate Athletics Director Athletic Equipment Manager Athletic Trainer

Provost/Vice President Academic Affairs Dean-School of Visual & Perf Arts Visual & Perf Arts Ctr Coordinator (VACANT) Visual Arts Assistant

Instructional Technologist Instructional Designer Instructional Design Coordinator

Chief Information Officer (VACANT) Director, Information Systems Information Security Officer Project Manager System Manager IT User Services Manager Client Server Programmer Telecommunications Manager Network Security Specialist chnical Coordinator ufrastructure Services Manager Infrastructure Services Admin Programmer Specialist/Web Developer Manager of Web Services Server Specialist PC Maintenance Technician **Customer Support Center Coordinator Customer Support Center Assistant Technical Support Analyst** Web Content Specialist

Provost/Vice President Academic Affairs
Dean-School of Arts & Sciences (VACANT)
Dean-School of Business
Dean-School of Professional Studies (VACANT)
Dean-School of Visual & Perf Arts
Dean of Professional Studies (VACANT)
Associate Dean
Associate Director, Graduate Studies

Librarian Associate Librarian Assistant Librarian Library Technician Library Systems Assistant Library Technical Assistant

Vice President for Student Affairs
Dean of Students
Assistant Dean of Student Affairs
Director, Campus & Student Ctr Auxiliary
Associate Dir of Campus & Student Ctrs

SU Professor Professor Associate Professor Assistant Professor Instructor Director, Academic Advisement Associate Director, Academic Adv (VACANT) Assistant Director, Academic Adv

Vice President, Institutional Adv (VACANT)
Director, Public Aff & Comm Relations
Assistant Dir Admin, Recruitment & Events
Coordinator University Events
Events Fiscal Assistant

Director, Health Services (VACANT)
Assistant Director of Health Svcs (VACANT)
Advanced Practice Registered Nurse
Registered Nurse

Associate Vice President for Enrollment Svc. Registrar Associate Registrar Assistant Degree Auditor (VACANT)

Vice President for Student Affairs Director of Residential Programs & Staff Director, Housing Associate Director, Housing & Res Life Assistant to Director, Housing

Vice President for Student Affairs Director, Counseling Center Assistant Counselor

Director, University Publications and Design Assistant Director Publications & Design Graphic Designer/Comp Tech Photo

Assoc. Vice President for Enrollment Service Director, Financial Aid Associate Director, of Student Fin Svcs Assistant Director of Financial Aid Assistant Director of Student Financial Svcs Assistant to the Director, Financial Aid

Chief Human Resources Officer Assistant Director of Human Resources Assistant in Human Resources IIR Administrative Operations Assistant

Vice President for Finance & Admin (VACANT)

Assoc. Vice President for Finance & Admin Director, Fiscal Affairs/Controller Director, Administrative Services **Payroll Coordinator** Bursar Director, Financial Planning & Budgets Associate Director of Admin Services Associate Director, Accounts Payable Fiscal Administrative Officer Associate Controller **Budget Analyst** Assistant Bursar **Purchasing Assistant** Assistant Payroll Coordinator Payroll Clerk Assistant to Director, Fiscal Affairs (VACANT)

Vice President, Institutaional Adv (VACANT)
Director, Institutional Res & Assessment
Director, Development
Development Database Administrator
Coordinator, Institutional Adv
Finance Assistant in IR

Provost/Vice President of Academic Affairs Assoc Vice President of Academic Affairs Director, Pre Collegiate & Access Programs Upward Bound Site Advisor Assistant Director of Upward Bound Vice President for Student Affairs Director, Career Services Associate Director of Career Dev Ctr

Chief Information Officer (VACANT)
Director, Info Tech & Media Services
Assistant to Director of Media Svcs (VACANT)

Chief of Police
Police Lieutenant
Police Sergeant
Police Officer
Building/Grounds Patrol Officer

Chief Facilities Officer Director of Facilities, Planning, Eng Director of Facilities Scheduling & Promotion **Director, Facilities Operations** Director, Environment Health & Safety Director of Access Ctrl One Card Svcs Director of Access Ability Svs Debit Card Program Manager Access Control & Security Specialist Assistant Director, Planning, Eng Assistant Dir of Facilities, Scheduling & Promotion Assistant Director, Facilities Operations Assistant Director Facilities Utilization and Promotion Health & Safety Assistant (VACANT)

Property Control & Mail Services Manager Material Storage Supervisor 2 Storekeeper

Building Superintendent 1 Supervising Custodian Landscape Technician Lead Custodian Custodian

Maintenance Supervisor 2 Building Maintenance Supervisor Maintenance Supervisor 1 Qualified Craft Worker General Trade Workers Skilled Maintainer

Property Control & Mail Services Manager Mail Service Supervisor 2 Mail Service Supervisor 1 Mail Handler

#### President

Provost/Vice Pres for Academic Affairs
Vice President for Student Affairs
Vice President for Finance & Admin (VACANT)
Vice President, Institutional Adv (VACANT)
Assoc. Vice President for Enrollment Service
Assoc. Vice President for Finance & Admin
Chief Diversity Officer
Chief Facilities Officer
Chief Human Resource Officer
Chief Information Officer
Dean-School of Arts & Sciences (VACANT)
Dean-School of Professional Studies (VACANT)
Dean-School of Visual & Perf Arts

### Titles with No Line of Progression

Administrative Assistant (CSU)

Assistant to Director Meteorology St/WC

Associate Director of Graduate Admissions

Associate Director of Public Relations

Associate Director of Recreation

Associate Director of Transfer

Associate Vice President for Enrollment Services

Associate Vice President for Finance and Administration

Athletic Trainer 3

Audio & Info Tech Coordinator

Chief Diversity Officer

Chief Facilities Officer

Chief Human Resources Officer

Chief Information Officer

Chief of Police

Coordinator of Substance Abuse Program

Coordinator of University Events

Director of Academic Advising

Director of Administrative Services

Director of Alumni Relations

Director of Athletics

Director of Career Services

Director of Center for Student Innovation

Director of Cooperative Education

Director of Development

Director of Health Services

Director of Honors Program

Director of Judicial Affairs

Director of Library Services

Director of Pre-College & Access Services

Director of Public Affairs and Community Relations

Director of Publications & Design

Director of Sponsored Research

Director of University Publications & Designs

Instructional Technologist

International Services Coordinator

Lab and Clinical Coordinator

Learning Commons Coordinator

Mail Services Supervisor 2

Math Emporium Coordinator

Musical Arts Assistant

President

Program Manager Lab Consortium

Property Control and Mail Services Manager

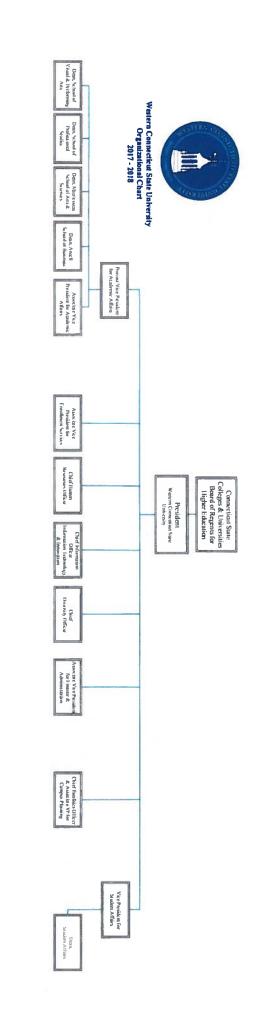
**Provost** 

SIS Banner/ERP Specialist

Student Support Liaison

Technical Assistant in Chemistry

Veteran's Affairs Officer



# Section F Element No. 6

### WORKFORCE ANALYSIS

Sec. 46a-68-83

#### **Workforce Analysis**

Under Section 46a-68-83(a) of the Affirmative Action Regulations of Connecticut State Agencies, the University reports the racial and sexual composition of its full-time employees for each office, position and position classification identified in the job title study on forms prescribed by the Commission on Human Rights and Opportunities staff. A separate analysis is performed for part-tine and other employees.

The workforce analysis shall inventory the following:

- (1) Total University workforce by occupational category with percentages of race and gender/sex groups calculated for each occupational category;
- (2) Total University workforce by office, position and position classification within each occupational category;
- (3) Total University workforce in each relevant labor market area by occupational category; and
- (4) Total University workforce in each relevant labor market area by office, position and position classification within each occupational category.
- (b) The University also reports the age groupings of its full-time workforce by occupational category, and in five year increments, as prescribed by the Commission on Human Rights and Opportunities.
- (c) Finally, in this section, the University reports the number of physically disabled persons in its full time workforce by occupational category.

Western Connecticut State University

#### **WORKFORCE ANALYSIS-ALL**

4/1/2017 - 3/31/2018 Reporting Period

FORM #38A

### FULL-TIME WORKFORCE LABOR MARKET AREA: CT

CATEGORY	31 1 32 1				Autodo-oc. fo						
OR CLASS	Total	TM	TF	WM	WF	вм	BF	нм	HF	AAIANHNPI M	AAIANHNPI F
Executive	15	10	5	8	4	2	0	0	1	0	0
		66.7%	33.3%	53.3%	26.7%	13.3%	0.0%	0.0%	6.7%	0.0%	0.0%
Faculty	216	108	108	77	85	5	5	6	7	20	11
		50.0%	50.0%	35.6%	39.4%	2.3%	2.3%	2.8%	3.2%	9.3%	5.1%
Prof Non Faculty	141	63	78	52	67	3	1	6	7	2	3
		44.7%	55.3%	36.9%	47.5%	2.1%	0.7%	4.3%	5.0%	1.4%	2.1%
Clerical	55	1	54	1	39	0	10	0	4	0	1
	,	1.8%	98.2%	1.8%	70.9%	0.0%	18.2%	0.0%	7.3%	0.0%	1.8%
Tech Paraprof	9	2	7	2	5	0	2	0	0	0	0
		22.2%	77.8%	22.2%	55.6%	0.0%	22.2%	0.0%	0.0%	0.0%	0.0%
Skilled Crafts	26	25	1	22	11	1	0	0	0	2	0
		96.2%	3.8%	84.6%	3.8%	3.8%	0.0%	0.0%	0.0%	7.7%	0.0%
Maintenance	78	63	15	44	9	6	1	13	5	0	0
		80.8%	19.2%	56.4%	11.5%	7.7%	1.3%	16.7%	6.4%	0.0%	0.0%
Protective Svcs	18	16	2	12	1_	2	1_	1_	0	1	0
		88.9%	11.1%	66.7%	5.6%	11.1%	5.6%	5.6%	0.0%	5.6%	0.0%
Total	558	288	270	218	211	19	20	26	24	25	15
		51.6%	48.4%	39.1%	37.8%	3.4%	3.6%	4.7%	4.3%	4.5%	2.7%
2017 AA Plan	575	284	291	222	231	19	21	23	23	20	16
Change +/-	-17	4	-21	-4	-20	0	-1	3	1	5	-1

Western Connecticut State University

#### **WORKFORCE ANALYSIS**

4/1/2017 - 3/31/2018

FORM #38A

### FULL-TIME WORKFORCE LABOR MARKET AREA: CT

CATEGORY							345			r	
OR CLASS	Total	TM	TF	WM	WF	вм	BF	нм	HF	AAIANHNPI M	AAIANHNPI F
Executive	15	10	5	8	4	2	0	0	1	0	0
		66.7%	33.3%	53.3%	26.7%	13.3%	0.0%	0.0%	6.7%	0.0%	0.0%
Faculty	216	108	108	77	85	5	5	6	7	20	11
		50.0%	50.0%	35.6%	39.4%	2.3%	2.3%	2.8%	3.2%	9.3%	5.1%
Prof Non Faculty	141	63	78	52	67	3	1	6	7	2	3
		44.7%	55.3%	36.9%	47.5%	2.1%	0.7%	4.3%	5.0%	1.4%	2.1%
Clerical	0	0	0								
Tech Paraprof	0	0	0								
Skilled Crafts	0	0	0								
Service Maintenance	0	0	0								
Protective Svcs	0	0	0								
Total	372	181	191	137	156	10	6	12	15	22	14
		48.7%	51.3%	36.8%	41.9%	2.7%	1.6%	3.2%	4.0%	5.9%	3.8%
2017 AA Plan	380	176	204	141	171	10	5	8	13	17	15
Change +/-	-8	5	-13	-4	-15	0	1	4	2_	5	-1

### Western Connecticut State University

#### **WORKFORCE ANALYSIS**

3/31/2018

Executive, Adminstrative, Managerial FORM #38A

### FULL-TIME WORKFORCE BY POSITION LABOR MARKET AREA: National and CT

								,			
CATEGORY OR CLASS	Total	тм	TF	WM	WF	вм	BF	нм	HF	AAIANHNPI M	AAIANHNPI F
President	1	1	0	1	0	0	0	0	0	0	0
Associate Vice President for											
Academic Affairs	1	0	1	0	1	0	0	0	0	0	0
Associate Vice President for											
Enrollment Svcs.	1	1	0	0	0	1	0	0	0	0	0
Associate Vice President for										1	
Facilities	1	1	0	1	0	0	0	0	0	0	0
Associate Vice President for											
Finance and Administration	1	1	0	1	0	0	0	0	0	0	0
Chief Diversity Officer	1_	0	1	0	0	0	0	0	1	0	0
Chief Human Resources Officer	1	1	0	1	0	0	0	0	0	0	0
Chief Information Officer	0	0	0	0	0	0	0	0	0	0	0
Dean of Students Affairs	1	1	0	1	0	0	0	0	0	0	0
Dean, Ancell School of Business	1	1	0	1	0	0	0	0	0	0	0
Dean, College of Arts and											
Sciences	1	0	1	0	1	0	0	0	0	0	0
Dean, Professional Studies	1	0	1	0	1	0	0	0	0	0	0
Dean of Visual and Performing		Ι									
Arts	1	1	0	0	0	1	0	0	0	0	0
Director of Institutional Research	1	1	0	1	0	0	0	0	0	0	0
Vice President for Academic	<u> </u>			<del>                                     </del>			<del>                                     </del>				
Affairs/Provost	1	0	1	0	1	0	0	0	0	0	0
Vice President for Institutional							$\vdash$				
Advancement	0	0	0	0	0	0	0	0	0	0	0
					T						
Vice President for Student Affairs	1	1	0	1	0	0	0	0	0	0	0
Vice President for Finance and											
Administration	0	0_	0	0	0	0	0	0	0	0	0
Total	15	10	5	8	4	2	0	0	1	0	0
3/16 AA Plan	12	10	2	8	2	2	0	0	0	0	0
Change +/-	3	0	3	0	2	0	0	0	1	0	0

Western

**Connecticut State** 

University

**WORKFORCE ANALYSIS** 

3/31/2018

Faculty

**FORM #38A** 

### FULL-TIME WORKFORCE BY POSITION LABOR MARKET AREA: National and CT

CATEGORY OR CLASS	Total	TM	TF	WM	WF	вм	BF	нм	HF	AAIANHNPI M	AAIANHNPI F
Assistant Professor	64	25	39	19	30	0	2	1	4	5	3
Associate Professor	62	31	31	15	22	3	1	1	1	12	7
Professor	90	52	38	43	33	2	2	4	2	3	1
Total	216	108	108	77	85	5	5	6	7	20	11
3/16 AA Plan	218	-	115	79	96	5	4	4	5	15	10
Change +/-	-2	5	-7	-2	-11	0	1	2	2	5	1

### Western Connecticut State University Professional Non-Faculty FORM #38A

### **WORKFORCE ANALYSIS**

3/31/2018

### FULL-TIME WORKFORCE BY POSITION LABOR MARKET AREA: Danbury and CT

CATEGORY OR CLASS	Total	TM	TF	WM	WF	вм	BF	НМ	HF	AAIANHNPI M	AAIANHNPI F
Access Control & Security											
Specialist	1	1	0	1	0	0	0	0	0	0	0
Admissions Representative	2	0	2	0	2	0	0	0	0	0	0
Advanced Practice Registered											
Nurse	1	0	1	0	1	0	0	0	0	0	0
Assistant Bursar	2	0	2	0	1	0	0	0	0	0	1
Assistant Counselor	2	0	2	0	2	0	0	0	0	0	0
Assistant Dean of Student Affairs	1	1	0	0	0	1	0	0	0	0	0
Assistant Degree Auditor	1	0	1	0	1	0	0	0	0	0	0
Assistant Director Admn Recruit											
& Events	1	0	1	0	1	0	0	0	0	0	0
Assistant Director Financial Aid	1	0	1	0	0	0	0	0	1	0	0
Assistant Director of Academic Advising	1	0	1	0	1	0	0	0	0	0	0
Assistant Director of Advising	1	0	1	0	1	0	0	0	0	0	0
Assistant Director of Facilities Operation	1	1	0	1	0	0	0	0	0	0	0
Assistant Director of Facilities, Scheduling and Promotions	1	0	1	0	1	0	0	0	0	0	0
Assistant Director of Health Svcs	0	0	0	0	0	0	0	0	0	0	0
Assistant Director of Honors Program	0	0	0	0	0	0	0	0	0	0	0
Assistant Director of HR Benefits	1	0	1	0	1	0	0	0	0	0	0
Assistant Director of HR Recruitment	1	Q	1	0	1	Q	0	0	0	0	0
Assistant Director of Planning and Engineering	1	0	1	0	1	0	0	0	0	0	0
Assistant Director of Public & Design	11	0	1	0	1	0	0	0	0	0	0
Assistant Director of Student Financial Srv	11	0	1	0	0	0	0	0	1	0	0
Assistant Director of Upward Bound	1_	0	1	0	0	0	0	0	1	0	0
Assistant Librarian	2	1	1	1	1	0	0	0	0	0	0
Assistant Payroll Coordinator Assistant to Director Meteorology	1	0	1	0	1	0	0	0	0	0	0
St/WC Assistant to Director of Fac Util &	11	1	0	1	0	0	0	0	0	0	0
Prom	1	1	0	1	0	0	0	0	0	0	0
Assistant to Director of Financial Aide	1	0	1	0	0	0	0	0	1	0	0

CATEGORY OR CLASS	Total	TM	TF	WM	WF	вм	BF	НМ	HF	AAIANHNPI M	AAIANHNPI F
Assistant to Director of Fiscal								,			
Affairs	0	0	0	0	0	Q	0	0	0	0	0
Assistant to Director of Housing		١.						_		_	
and Residential Life/RD	1	1	Q	1	0	0	0	0	0	0	0
Assistant to Director of the Media Services	4				١,			_		•	
Assistant to the Director/Resident	1	1	0	1	0	0	0	0	0	0	0
Director	3	0	3	0	3	0	0	0	0	0	0
Associate Athletic Director	1	1	0	1	0	0	0	0	0	0	
		<del>                                     </del>	l i	<u> </u>	_	-	<u> </u>	Ť	_		0
Associate Controller	1	0	1	0	1	0	0	0	0	0	0
Associate Dean, Prof Studies	0	0	0	0	0	0	0	0	0	0	0
Associate Director - Transfer	1	0	1	0	1	0	0	0	0	0	0
Associate Director of Accounts	_	_	١.	] _	١.	_	_			_	
Payable	1	0	1	0	1	0	0	0	0	00	0
Associate Director of Admin			۱.	_						•	
Services	1	0	1	0	1	0	0	0	0	0	0
Associate Director of Admissions	1	1	0	0	0	1	0	0	0	0	0
		<del>                                     </del>				<u> </u>		<u> </u>			
Associate Director of Advising	1	0	1	0	1	0	0	0	0	0	0
Associate Director of Campus and Student Centers				۱.	_	_	١,	_	ا ا	0	
Associate Director of Career Dev	1	1	0	1	0	0	0	0	0	0	0
Center	1	0	1	0	1	0	0	0	0	0	0
Associate Director of Graduate		0	<u>'</u>	-	<del>- '-</del>	-	ļ <u> </u>	-	-		
Admissions	1	1	0	1		0	0	_	_		0
	1		-		0	0	-	0	0	0	ļ <u> </u>
Associate Director of Hsng & Res					_	_	١,	_			
Life Oper	1	1	0	1	0	0	0	0	0	0	0
Associate Director of Public	_		١.			_	l _	_	] _	_	
Relations	1	0	1	0	1	0	0	0	0	0	0
Associate Director of Recreation	1	0	1	0	1	0	0	0	0	0	0
Associate Director of Student											
Financial Srvs	1	0	1	0	1	0	0	0	0	0	0
Associate Librarian	3	2	1	2	1	0	0	0	0	0	0
Associate Registrar	3	0	3	0	3	0	0	0	0	0	0
Athletic Equipment Manager	1	1	0	1	0	0	0	0	0	0	0
Athletic Trainer	1	1	0	0	0	0	0	1	0	0	0
Audio & Info Tech Coordinator	1	1	0	1	0	0	0	0	0	0	0
Budget Analyst	1	0	1	0	1	0	0	0	0	0	0
Bursar		+	1		<del> </del>	-	0	0	0	0	<del> </del>
	1	0	<u> </u>	0	1	0					0
Client Server Programmer	1	1	0	1	0	0	0	0	0	0	0
Coordinator of Institutional							_	_	_	_	
Advancement	11	0	1	0	1	0	0	0	0	0	0
Coordinator of Substance Abuse	4	1	4	0	1	0		0	0	_	0
Prgrm	1	0	1	+-	<del>                                     </del>	┯	0	+		0	1
Coordinator of University Events	1	0	1	0	1	0	0	0	0	0	0
Customer Support Cntr Asst	1	1	0	1	0	0	0	0	0	0	0
Debit Card Program Manager	1	0	1	0	1	0	0	0	0	0	0
Development Database Admin	1	1	0	0	0	0	0	1	0	0	0
Director of Academic Advisement	1	0	1	0	1	0	0	0	0	0	0

CATEGORY OR CLASS	Total	TM	TF	WM	WF	вм	BF	НМ	HF	AAIANHNPI M	AAIANHNPI F
Director of Access Cntrl One-	-									_	
CrdSvs	1	0	1	0	1	0	0	0	0	0	0
Director of AccessAbility Svs	1	0	1	0	1	0	0	0	0	0	0
Director of Admissions	1	1	0	0	0	0	0	1	0	0	0
Director of Administrative		_ `									
Services	1	1	0	1	Q	0	0	0	0	0	0
Director of Alumni Relations	1	1	0	1	0	0	0	0	0	0	0
Director of Athletics	11	0	1	0	1	0	0	0	0	0	0
Director of Campus & Student		١.	_					_		_	_
Ctrs & Aux	1	1	0	1	0	0	0	0	0	0	0
Director of Career Services	1	0	1	Q	1	0	0	0	0	0	0
Director of Center for Student Inv.	1	1	0	1	0	0	0	0	0	0	0
Director of Genter for Gladerit inv.		<del>  '</del>	-	1	-	-	_	-	-	0	0
Director of Cooperative Education	1	1	0	1	0	0	0	0	0	0	0
Director of Development	0	0	0	0	0	0	0	0	0	0	0
Director of Env Health and Safety	1	1	0	1	0	0	0	0	0	0	0
· ———— · · · · · · · · · · · · · · · ·		<del>                                     </del>	<u> </u>	<u> </u>		-					
Director of Facilities Operations	1	1	0	1	0	0	0	0	0	0	0
Director of Facilities Planning &	4	4	0	4	_	0	0	_		0	0
Eng Director of Faculty Schedules &	1	1	U	1	0	0		0	0	U	0
Promotion	1	1	0	0	0	0	0	0	ا ا	1	0
Director of Financial Aid & Stud		+ •	Ŭ	l	۳	<del>ا</del>	-	- <u>-</u> -	١Ŭ		<u> </u>
Emp	1	0	1	0	0	0	0	0	1	0	0
Director of Financial Planning and						<b></b>					
Budgets	1	0	1	0	1_	0	0	0	0	0	0
Director of Fiscal											
Affairs/Controller	1	1	0	0	0	0	0	1	0	0	0
Director of Health Services	0	0	0	0	0	0	0	0	0	0	0
Director of Housing	1	1	0	0	0	1	0	0	0	0	0
Director of Info Systems	1	1	Q	1	0	0	0	0	0	0	0
Director of Info Technology &		_				_	_		_	_	_
Media Sv	1	0	1	0	1	0	0	0	0	0	0
Director of Institutional Advncmnt		0	1	0	1	0	0	0	0	0	0
Director of Judicial Affairs	1	1	0	1	0	0	0	0	0	0	0
Director of Pre-Coll & Access						_				_	
Svcs Director of Public Affairs and	1	1	0	1	0	0	0	0	0	0	0
Comm Relations	1	1	0	1	0	0	0	0	0	0	0
Director of Res Programs and		<del>  '</del>	-		"	۲	۳	-	+	0	ļ
Staff	1	0	1	Ιo	1	0	0	l o	0	0	0
Director of Sponsored Rsch Adm		<u> </u>	ΙŤ		<u> </u>	Ť	Ť	Ť	Ť		<del>                                     </del>
Svc	1	0	1	0	1	0	0	0	0	0	0
				_	_	_	-	_		_	
Director of the Counseling Center	1	0	1	0	0	0	0	0	1	0	0
Director of Univ Pub & Designs	1	1	0	1	0	0	0	0	0	0	0
Enrollment Research Analyst	1	0	1	0	0	0	0	0	0	0	1
Finance Assistant in IA	1	0	1	0	1	0	0	0	0	0	0
Fiscal Administrative Officer	1	0	1	0	0	0	0	0	1	0	0
Graphic Design/Comp Tech				_	_						
Photo	1	0	1	0	1	0	0	0	0	0	0

CATEGORY OR CLASS	Total	ТМ	TF	WM	WF	вм	BF	НМ	HF	AAIANHNPI M	AAIANHNPI F
Information Security Officer	1	1	0	1	0	0	0	0	0	0	0
Infrastructure Services Admin	1	0	1	0	1	0	0	0	0	0	0
Infrastructura Consissa Managa				•							
Infrastructure Services Manage		0	0	0	0	0	0	0	0	0	0
Instructional Design Coordinate		0	1	0	1	0	0	0	0	0	0
Instructional Designer	1	0	1	0	1	0	0	0	0	0	0
Instructional Technolgist	0	0_	0	0	0	0	0	0	0	0	0
International Services Coordina	ator 1	0	1	0	1	0	0	0	0	0	0
IT Operations & Comm Coord	1	1	0	1	0	0	0	0	0	0	0
IT User Services Manager	1	1	0	1	0	0	0	0	0	0	0
Lab & Clinical Coordinator	1	0	1	0	1	0	0	0	0	0	0
Learning Commons Coordinato		0	1	0	1	0	0	0	0	0	0
Librarian	6	3	3	2	2	0	0	0	0	1	1
Manager of Web Services	1	1	0	0	0	0	0	1	0	0	0
Math Emporium Coord	1	1	0	1	0	0	0	0	0	0	0
Musical Arts Assistant	1	0	1	0	1	0	0	0	0	0	0
Network Security Specialist	1	0	1	0	0	0	1	0	0	0	0
Payroll Coordinator	1	0	1	0	1	0	0	0	0	0	0
PC Maintenance Technician	3	3	0	3	0	0	0	0	0	0	0 🖺
Piano Technican	1	1	0	1	0	0	0	0	0	0	0
Prgm Mgr Lib Consort	1	0	1	0	1	0	0	0	0	0	0
Programmer Specialist/Web										_	
Developer	3	3	0	3	0	0	0	0	0	0	0
Project Manager	11	0	1	0	1	0	0	0	0	0	0
Prop Control & Mail Serv Mngr	1	1	0	1	0	0	0	0	0	0	0
Registered Nurse	1	0	1	0	1	0	0	0	0	0	0
Registrar	1	1	0	1	0	0	0	0	0	0	0
Server Specialist	2	1	1	1	1	0	0	0	0	0	0
SIS Banner/ERP Specialist	1	1	0	1	0	0	0	0	0	0	0
Student Support Liaison	0	0	0	0	0	0	0	0	0	0	0
System Manager	0	0	0	0	0	0	0	0	0	0	0
Technical Assistant in Chemist	ry 1	1	0	1	0	0	0	0	0	0	0
Technical Coordinator	1	0	1	0	1	0	0	0	0	0	0
Technical Support Analyst	0	0	0	0	0	0	0	0	0	0	0
Telecommunications Manager	1	1	0	1	0	0	0	0	0	0	0
Trainer 3	2	2	0	1	0	0	0	1	0	0	0
Upward Bound Site Advisor	0	0	0	0	0	0	0	0	0	0	0
Veteran's Affairs Officer	1	1	0	1	0	0	0	0	0	0	0
Visual & Perf Arts Centr Coord		0	0	0	0	0	0	0	0	0	0
Visual Arts Assistant	1	0	1	0	1	0	0	0	0	0	0
Web Content Specialist	1	1	0	1	0	0	0	0	0	0	0
	<u> </u>	<u></u>		<u> </u>	1 -					1 *	
TOTAL	141	63	78	52	67	3	1	6	7	2	3
3/16 AA Plan	150	63	87	54	73	3	1	4	8	2	5
		+	-		+	-	+		_		

Western Connecticut State University

#### **WORKFORCE ANALYSIS**

4/1/2017 - 3/31/2018 Reporting Period

FORM #38A

### FULL-TIME WORKFORCE LABOR MARKET AREA: FAIRFIELD COUNTY, DANBURY AREA

CATEGORY OR											
CLASS	Total	TM	TF	WM	WF	вм	BF	нм	HF	AAIANHNPI M	AAIANHNPI F
Executive	0	0	0	0	0	0	0	0	0	0	0
Faculty	,	0	0	0	0	0	0	0	0	0	0
Prof Non Faculty	0	0	0	0	0	0	0	0	0	0	0
Clerical	55	1	54	1	39	0	10	0	4	0	1
		1.8%	98.2%	1.8%	70.9%	0.0%	18.2%	0.0%	7.3%	0.0%	1.8%
Tech Paraprof	9	2	7	2	5	0	2	0	0	0	0
		22.2%	77.8%	22.2%	55.6%	0.0%	22.2%	0.0%	0.0%	0.0%	0.0%
Skilled Crafts	26	25	1	22	1	11	0	0	0	2	0
		96.2%	3.8%	84.6%	3.8%	3.8%	0.0%	0.0%	0.0%	7.7%	0.0%
Maintenance	78	63	15	44	9	6	1	13	5	0	0
		80.8%	19.2%	56.4%	11.5%	7.7%	1.3%	16.7%	6.4%	0.0%	0.0%
Protective Svcs	18	16	2	12	1	2	1	1	0	1	0
		88.9%	11.1%	66.7%	5.6%	11.1%	5.6%	5.6%	0.0%	5.6%	0.0%
Total	186	107	79	81	55	9	14	14	9	3	1
		57.5%	42.5%	43.5%	29.6%	4.8%	7.5%	7.5%	4.8%	1.6%	0.5%
2017 AA Plan	195	108	87	81	60	9	16	15	10	3	1
Change +/-	-9	-1	-8	0	-5	0	-2	-1	-1	0	0

Western Connecticut
State University

#### **WORKFORCE ANALYSIS**

3/31/2018

CLERICAL

FORM #38A

### FULL-TIME WORKFORCE BY POSITION LABOR MARKET AREA: FAIRFIELD COUNTY, DANBURY AREA

CATEGORY OR CLASS	Total	TM	TF	WM	WF	вм	BF	нм	HF	AAIANHNPI M	AAIANHNPI F
Administrative Assistant	11	0	11	0	7	0	3	0	1	0	0
Administrative Assistant	11	-	- ''	-	-	-	-		-	-	
CSU	4	0	4	Ιo	3	0	1	0	0	0	0
Assistant To The											
President	1	0	1	0	1	0	0	0	0	0	0
Assistant In HR (CSU)	1	0	1	0	1	0	0	0	0	0	0
Administrative							$\vdash$				
Operations Assistant											
(HR)	1	0	1	0	1	0	0	0	0	0	0
Clerk Typist	1	0	1	0	0	Q	0	0	1	0	0
Office Assistant	5	0	5	0	2	0	2	0	1	0	0
Payroll Clerk	1	0	1	0	1	0	0	0	0	0	0
Purchasing Assistant	1	0	1	0	1	0	0	0	0	0	0
Secretary 1	12	0	12	0	8	0	3	0	0	0	1
Secretary 2	17	1	16	1	14	0	1	0	1	0	0
			1								
Total	55	1	54	1	39	0	10	0	4	0	1
3/16 AA Plan	62	1	61	1	44	0	11	0	5	0	1
Change +/-	-7	0	-7	0	-5	0	-1	0	-1	0	0

Western Connecticut State

University

#### **WORKFORCE ANALYSIS**

3/31/2018

Technical and Paraprofessional

FORM #38A

### FULL-TIME WORKFORCE BY POSITION LABOR MARKET AREA: FAIRFIELD COUNTY, DANBURY AREA

CATEGORY OR CLASS	Total	TM	TF	WM	WF	ВМ	BF	НМ	HF	AAIANHNPI M	AAIANHNPI F
Events Fiscal Assistant	1	1	0	1	0	0	0	0	0	0	0
Health And Safety Assistant	0	0	0	0	0	0	0	0	0	0	0
Library Systems Assistant	1	1	0	1	0	0	0	0	0	0	0
Library Technical Assistant	2	0	2	0	1	0	1	0	0	0	0
Library Technician	5	0	5	Q	4	0	1	0	0	0	0
Total	9	2	7	2	5	0	2	0	0	0	0
3/16 AA Plan	10	2	8	2	6	0	2	0	0	0	0
Change +/-	-1	0	-1	0	-1	0	0	0	0	0	0

Western Connecticut State University Skilled Crafts FORM #38A

#### **WORKFORCE ANALYSIS**

3/31/2018

### FULL-TIME WORKFORCE BY POSITION ABOR MARKET AREA: FAIRFIELD COUNTY, DANBURY AREA

CATEGORY OR											
CLASS	Total	тм	TF	wм	WF	вм	BF	нм	HF	AAIANHNPI M	AAIANHNPI F
Qualified Craft Worker	23	23	0	20	0	1	0	0	0	2	0
Building Maintenance											
Supervisor	1	1	0	1	0	0	0	0	0	0	0
Maintenance Supervisor		îi .									
1	0	0	0	0	0	0	0	0	0	0	0
Maintenance Supervisor											
2	1	1	0	1	0	Q	0	0	0	0	0
Material Storage											
Supervisor 2	1	0	1	0	1	0	0	0	0	0	0
Total	26	25	1	22	1	1	0	0	0	2	0
3/16 AA Pian	28	27	1	24	1	1	0	0	0	2	0
Change +/-	-2	-2	0	-2	0	0	0	0	0	0	0

Western Connecticut State University Service Maintenance FORM #38A

#### **WORKFORCE ANALYSIS**

3/31/2018

### FULL-TIME WORKFORCE BY POSITION LABOR MARKET AREA: FAIRFIELD COUNTY, DANBURY AREA

CATEGORY OR CLASS	Total	TM	TF	WM	WF	вм	BF	НМ	HF	AAIANHNPI M	AAIANHNPI F
					•						
Building Superintendant 1	1	1	0	1	0	0	0	0	0	0	0
Custodian	53	42	11	27	6	5	1	10	4	0	0
Landscape Technician	11	10	1	8	1	0	0	2	0	0	0
Lead Custodian	0	0	0	0	0	0	0	0	Q	0	0
Mail Handler	1	0	1	0	0	0	0	0	1	0	0
Mail Services Supervisor	1	1	0	1	0	0	0	0	0	0	0
Skilled Maintainer	7	7	0	6	0	0	0	1	0	0	0
Storekeeper	1	1	0	1	0	0	0	0	0	0	0
Supervising Custodian	3	1	2	0	2	1	0	0	0	0	0
Total	78	63	15	44	9	6	1	13	5	0	0
3/16 AA Plan	80	63	17	43	10	7	2	13	5	0	0
Change +/-	-2	0	-2	1	-1	-1	-1	0	0	0	0

Western Connecticut
State University
Protective Services
FORM #38A

### **WORKFORCE ANALYSIS**

3/31/2018

### FULL-TIME WORKFORCE BY POSITION LABOR MARKET AREA: FAIRFIELD COUNTY, DANBURY AREA

CATEGORY OR CLASS	Total	тм	TF	WM	WF	вм	BF	нм	HF	AAIANHNPI M	AAIANHNPI F
Building Grounds and Patrol Officer	6	4	2	4	1	Q	1	0	0	0	0
Police Chief	1	1	0	1	0	0	0	0	Q	0	0
Police Lieutenant	1	1	0	1	0	0	Q	0	0	0	0
Police Officer	8	8	0	5	0	2	0	0	0	1	0
Police Sergeant	2	2	0	1	0	0	0	1	0	0	0
Total	18	16	2	12	1	2	1	1	0	1	0
3/16 AA Plan	18	16	2	12	1	2	1	1	0	1	0
Change +/-	0	0	0	0	0	0	0	0	0	0	0

Western Connecticut State University

#### **WORKFORCE ANALYSIS**

3/31/2018

FORM #38A

#### PART-TIME WORKFORCE BY POSITION LABOR MARKET AREA: Danbury and CT

									-,,		
CATEGORY OR CLASS	Total	ТМ	TF	WM	WF	вм	BF	нм	HF	AAIANHNPI M	AAIANHNPI F
FACULTY											
PT Lecturer	359	172	187	164	167	3	7	4	3	1	10
Total	359	172	187	164	167	3	7	4	3	1	10
PROFESSIONAL NON-FACULTY											
University Assistant	35	16	19	13	16	1	1	1	0	1	2
Coach PT	27	20	7	15	6	1	1	1	0	3	0
Total	62	36	26	28	22	2	2	2	0	4	2
SECRETARIAL CLERICAL											
Secretary 1	0	0	0	0	0	0	0	0	0	0	0
Secretary 2	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0	0	0
Grand Total	421	208	213	192	189	5	9	6	3	5	12
1	100.0%	49.4%	50.6%	45.6%	44.9%	1.2%	2.1%	1.4%	0.7%	1.2%	2.9%

Western Connecticut State University

#### **WORKFORCE ANALYSIS-ALL FT**

FORM #38A 3/31/2018

#### FULL-TIME WORKFORCE LABOR MARKET AREA: CT

CATEGORY OR CLASS	Total	20-24	25-29	30-34	35-39	40-44	45-49	50-54	55-59	60-64	65-69	70-74	75-79	80+
Executive	15	Q	0	0	0	2	1	2	2_	1	5	2	0	0
Faculty	216	0	1	8	19	18	27	33	34	34	24	12	5	1
Prof Non Faculty	141	2	12	10	12	18	19	20	20	19	8	1	0	0
Clerical	55	0	0	0	3	6	5	12	10	13	4	2	0	0
Tech Paraprof	9	0	11	0	2	0	1	1	0	1	2	1	0	0
Skilled Crafts	26	0	0	3	4	0	6	5	2	6	0	0	0	0
Service Maintenance	78	2	0	2	10	3	10	11	26	9	4	1	0	0
Protective Svcs	18	0	0	0	1	0	2	6	6	3	0	0	0	0
Total	558	4	14	23	51	47	71	90	100	86	47	19	5	1

Western
Connecticut State
University

#### **WORKFORCE ANALYSIS-ALL**

3/31/2018

FORM #38A

#### Persons with Physical Disabilities LABOR MARKET AREA: CT

CATEGORY OR											
CLASS	Total	TM	TF	WM	WF	BM	BF	нм	HF	AAIANHNPI M	AAIANHNPI F
Executive	0	0	0	0	0	0	0	0	0	0	0
Faculty	6	2	4	1	4	1	0	0	0	0	0
Prof Non Faculty	6	1	5	1	4	0	1	0	0	0	0
Clerical	4	0	4	0	2	0	1	0	1	0	0
Tech Paraprof	1	1	0	1	0	0	0	0	0	0	0
Skilled Crafts	0	0	0	0	0	0	0	0	0	0	0
Maintenance	2	1	1	1	1	0	0	0	0	0	0
Protective Svcs	0	0	0	0	0	0	0	0	0	0	0
Total	19	5	14	4	11	1	2	0	1	0	0

#### Section G

#### Element No. 7

#### AVAILABILITY ANALYSIS

Sec. 46a-68-84

#### **Availability Analysis**

Under Section 46a-68-84(a) of the Affirmative Action Regulations of Connecticut State Agencies, as a preparatory step in determining whether protected classes are fully and fairly utilized in the workforce, the University has conducted an analysis by occupational category to determine the availability base of protected group members for employment. A separate availability analysis has been conducted for any position classification within an occupational category employing twenty-five (25) or more employees. A separate analysis may be performed by an agency for any job title requiring unique skills, abilities or educational qualifications. The available analysis shall:

- (1) Examine the job content of each office; position and position classification within an occupational category or, where appropriate, the job content of a position classification;
- (2) Identifies the relevant labor market area; and
- (3) Matches each office, position and position classification within an occupational category or, where appropriate, a position classification, with the most nearly parallel job title contained in the data source consulted.
- (b) In calculating availability, the University has provided the following information and data sources:
  - (1) Employment figures;
  - (2) Unemployment figures; and
  - (3) The racial and sexual composition of persons in promotable and transferable offices, positions and position classifications.

Where applicable, the University has also included information from the Digest of Educational Statistics.

- (c) In calculating availability, the following information and data sources may be consulted by the University:
  - (1) Population figures;
  - (2) Client Population figures;
  - (3) Figures for educational, technical and training program graduates and participants; or
  - (4) Any other relevant source(s)
- (d) For each occupational category, position classification or job title are analyzed, and the University's Affirmative Action Plan provides the name of each source consulted, explains the basis for selection of each source, and included copies of the specific data. Additionally, where job titles in the source consulted are not identical to the job titles employed by the agency, the University's Affirmative Action Plan has documented the job titles deemed most similar to office(s), position(s) and position classification(s) within an occupational category or, where

- appropriate, position classification or job title, and have substantiated the manner in which the availability base is calculated.
- (e) For job titles with 25 or more employees in occupational categories where only the entry level positions are filled by hiring and the other job titles in the series are filled by promotion, the documented availability base shall be calculated for the entire series and goals will be set for the entire series.
- (f) The availability base is calculated by determining the sources used to fill positions and the percentage of positions filled from that source. This percentage is the weight assigned to each source. The total weight for all sources cannot exceed 100%. The percent of each race/sex group from each relevant source is multiplied by the weight given to the corresponding source resulting in a weighted factor. The weighted factors for each race/sex group are added to determine the availability base for each race/sex group in each occupational category, position classification, or job title analyzed.
- (g) The University's Affirmative Action Plan substantiates the manner in which the availability base is calculated.
- (h) The University recognizes, as part of its review, the Commission on Human Rights and Opportunities reserves the right to determine the appropriateness of information and data used in subsection (c) of this section and reserves the right to accept or reject such information or data. An agency, with the consent of the executive director of the Commission on Human Rights and Opportunities, may analyze additional labor market areas when specific requirements of a job profile, such as geographic proximity, so require.

### WESTERN CONNECTION STATE UNIVERSITY AVAILABIL: ANALYSIS

#### EXECUTIVE/ADMINISTRATIVE/MANAGERIAL OCC. CATEGORY:

LMA: CONNECTICUT/NATIONAL

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FACTOR	TOTA	TOTAL MALE		TOTA	<b>TOTAL FEMALE</b>	Щ	₹	WHITE MALE	<u>"</u>	¥ E H	WHITE FEMALE	ALE _	BLA	<b>BLACK MALE</b>	_ 범	BIA	<b>BLACK FEMALE</b>	LE
	RS	<b>*</b>	WF	RS	<b>*</b>	WF	RS	<b>3</b>	WF	RS	<b>%</b>	WF	RS	<b>*</b>	WF	RS	<b>M</b>	WF
Educational Data	44.0	0.80	35.2	56.0	0.80	44.8	35.7	0.80	28.6	43.0	0.80	34.4	3.8	0.80	3.0	9.9	0.80	5.3
Unemployment	53.5	0.00	0.0	46.5	0.00	0.0	40.0	0.00	0.0	30.9	0.00	0.0	5.6	0.00	0.0	7.5	0.00	0.0
Promotable Pool	59.1	0.20	11.8	40.9	0.20	8.2	48.2	0.20	9.6	34.5	0.20	6.9	2.7	0.20	0.5	1.8	0.20	9.0
FINAL AVAIL. FACTOR	~		47.0			53.0			38.2			41.3			3.5			5.7
FACTOR	HISPA	<b>HISPANIC MALE</b>	ILE	HISPANIC FEMALE	NIC FE	MALE	OT	<b>OTHER MALE</b>	LE	OTHE	OTHER FEMALE	ALE						
	RS	*	WF	RS	*	WF	RS	<b>*</b>	WF	RS	₹	WF						
Educational Data	2.4	0.80	1.9	3.7	0.80	2.9	2.1	0.80	1.7	2.7	0.80	2.2						
Unemployment	6.1	0.00	0.0	8.9	0.00	0.0	1.8	0.00	0.0	1.3	0.00	0.0						
Promotable Pool	4.5	0.20	6.0	3.6	0.20	0.7	3.6	0.20	0.7	6.0	0.20	0.2						
FINAL AVAIL. FACTOR	2		2.8			3.6			2.4			2.4						100.0
																		6.66
FACTOR				SOUR	SOURCE OF STATISTIC	TATIS	2					REAS	ON FO	R WEIG	HTING	THEF	REASON FOR WEIGHTING THE FACTOR	
National Education Data U.S. Department of Education, National Center for Education Statistics	U.S. Depa	artment	of Educa	ation, Nat	ional Ce	inter for	Educat	ion Stat	istics		80% We	ght base	d on na	80% Weight based on national scope of recruitment	ope of re	cruitmer	낲	_
	Integrated Postsecondary Education Data System (IPEDS) Fall 2016	d Postse	condary	Education	on Data	System	(IPEDS)	Fall 20	16		searches in this category.	s in this	catego	<u>خ</u>				
	Management Occupations - Table 314.40 (Table prepared in December 2017)	ent Occ	upations	s - Table	314.40	Table p	repared	in Dece	mber 2	017).								
Unemployment	CT Dept of Labor Connecticut Data for Affirmative Action Plans -	of Labor	- Conn	ecticut D	ata for /	\ffirmat	ve Actic	n Plans			0% Gen	erally, r	o hirino	0% Generally, no hiring from the	he He			
	4th Qtr 2017 - Statewide	017 - Sta	atewide								unemployed population.	od pak	oulation	i				
	SOC Code 11- Management Occupations	3 11- Ma	nageme	int Occup	ations													
Promotable Pool	Promotable /Transferable	le /Tran	sferable								20% Sm	ગ્રા % of	oromotic	20% Small % of promotions occur into this category.	into this	s catego	خ	
	Workforce Analysis Data	e Analys		from Professor Rank	essor R	ank												
	& Professional Non-Facul	ional No	n-Facult	ty - Ranks VI and VII (Titles attached in worksheet data)	s VI and	E) IIV	les atta	ched in	workshe	et data								

# AVAILABILITY ANALYSIS WORKSHEET DATA EXECUTIVE/ADMINISTRATIVE/MANAGERIAL

OCC. CATEGORY:

Educational Data	<u>-</u>	ΤМ	1	WM	WF	BM	띪	Σ	生	ŏ	ğ
National Education Data Table 314.40 - Fall 2016-											
Management Occupations	249527	249527   109672   139855   89071   107252   9367   16579   6028	139855	89071	107252	9367	16579	6028	920	0   5206	6824
PERCENTAGE	100.0%	44.0% 56.0% 35.7% 43.0% 3.8% 6.6% 2.4% 3.7% 2.1% 2.7%	26.0%	35.7%	43.0%	3.8%	6.6%	2.4%	3.7%	2.1%	2.7%
		44.0	56.0	35.7	43.0	3.8	9.9	2.4	6.6 2.4 3.7	2.1	2.7

CT Dept of Labor CT Data for AAP - 4th Qtr 2017	F	ΜL	±	WM	WF	BM	BF	H	生	MO	P.
SOC Code 11 - Mgmt											
Occupations	4886	2613	2273	1953	1512	274	368	297	331	83	62
PERCENTAGE	100.0%	100.0% 53.5% 46.5%	46.5%	40.0% 30.9% 5.6%	30.9%		7.5%	6.1%	6.8%	1.8%	1.3%
		53.5	46.5	40.0	30.9	5.6	7.5	6.1	6.8	1.8	1.3

### WESTERN CONNECTION STATE UNIVERSITY AVAILABIL. ANALYSIS

AVAILABILITY ANALYSIS WORKSHEET DATA EXECUTIVE/ADMINISTRATIVE/MANAGERIAL OCC. CATEGORY:

PROMOTABLE POOL	Total	MT	1	WM	WF	BM	<b>8</b>	H	生	AAIANH NPI M	AAIANH NPI F
Professors	06	52	38	43	33	2	2	4	2	3	1
Coordinator of Institutional Advancement	-	0	-	0	1	0	0	0	0	0	0
Director of Administrative Services	-	-	0	1	0	0	0	0	0	0	0
Director of Athletics		0	1	0	-	0	0	0	0	0	0
Director of Campus & Student Ctrs & Aux		-	0	-	0	0	0	0	0	0	0
Director of Career Services	-	0	1	0	1	0	0	0	0	0	0
Director of Center for Student Innovation	-		0	1	0	0	0	0	0	0	0
Director of Development	0	0	0	0	0	0	0	0	0	0	0
Director of Facilities Operations	-	-	0	1	0	0	0	0	0	0	0
Director of Facilities Planning & Engineering	1	1	0	1	0	0	0	0	0	0	0
Director of Faculty Scheduling & Promotion	-	-	0	0	0	0	0	0	0	1	0
Director of Financial Aid & Student Emp	-	0	-	0	0	0	0	0	1	0	0
Director of Fiscal Affairs/Controller	-	-	0	0	0	0	0	-	0	0	0
Director of Housing	1	1	0	0	0	1	0	0	0	0	0
Director of Information Systems	1	1	0	1	0	0	0	0	0	0	0
Director of Information Technology & Media Services	1	0	1	0	₩.	0	0	0	0	0	0
Director of Judicial Affairs	-	-	0	-	0	0	0	0	0	0	0
Director of Public Affairs & Community Relations	1	1	0	1	0	0	0	0	0	0	0
Director of Sponsored Research Admin Svcs	1	0	1	0	1	0	0	0	0	0	0
Director of the Counseling Center	-	0	-	0	0	0	0	0	1	0	0
Information Security Officer	-	1	0	-	0	0	0	0	0	0	0
Registrar	1	1	0	1	0	0	0	0	0	0	0
TOTAL	110	65	45	53	38	3	2	5	4	4	<b>,-</b>
PERCENTAGE	100.0%	59.1%	40.9%	48.2%	34.5%	2.7%	1.8%	4.5%	3.6%	3.6%	0.9%
		59.1	40.9	48.2	34.5	2.7	1.8	4.5	3.6	3.6	0.0

### WESTERN CONNECTION STATE UNIVERSITY AVAILABILA ANALYSIS

PROFESSOR OCC. CATEGORY: TITLE: FACTOR

FACTOR	TOTA	TOTAL MALE		TOTAL	TOTAL FEMALE	37	WH	WHITE MALE	LE LE	WHI	WHITE FEMALE	ALE	BLA	<b>BLACK MALE</b>	Щ	BLAC	<b>BLACK FEMALE</b>	ALE.
	RS	*	WF	RS	<b>*</b>	WF	RS	*	WF	RS	M	WF	RS	W	WF	RS	<b>*</b>	WF
Employment	50.5	0.00	0.0	49.5	0.00	0.0	42.3	0.00	0.0	43.0	0.00	0.0	3.1	0.00	0.0	1.8	0.00	0.0
Unemployment	32.9	0.00	0.0	67.1	0.00	0.0	19.6	0.00	0.0	30.1	0.00	0.0	7.7	0.00	0.0	18.2	0.00	0.0
Promotable Pool	50.0	0.80	40.0	50.0	08.0	40.0	24.2	08.0	19.4	35.5	08.0	28.4	4.8	0.80	3.9	1.6	0.80	1.3
Educational Data	54.7	0.20	10.9	45.3	0.20	9.0	45.0	0.20	8.4	35.0	0.20	7.0	2.9	0.20	9.0	3.2	0.20	9.0
FINAL AVAIL. FACTOR	1		50.9			1.64			27.8			35.4			4.5			1.9
FACTOR	HISPA	<b>HISPANIC MALE</b>	I.E.	HISPANIC FEMALE	NIC FE	MALE	OT	<b>OTHER MALE</b>	LE	OTHI	<b>OTHER FEMALE</b>	ALE				_		
	RS	*	WF	RS	M	WF	RS	<b>*</b>	WF	RS	M	WF						
Employment	1.0	0.00	0.0	1.8	00.0	0.0	4.1	0.00	0.0	2.8	0.00	0.0						
Unemployment	4.9	0.00	0.0	16.8	0.00	0.0	0.7	0.00	0.0	2.1	0.00	0.0						
Promotable Pool	1.6	0.80	1.3	1.6	08.0	1.3	19.4	08.0	15.5	11.3	08.0	0.6	_					
Educational Data	5.6	0.20	0.5	2.2	0.20	0.4	7.3	0.20	1.4	4.9	0.20	1.0						
FINAL AVAIL. FACTOR	8		1.8			1.7			6.91			10.0				_		100.0
																		100.0
FACTOR				SOUR	SOURCE OF STATISTIC	TATIS	TIC					REAS	ON FOF	NEIG	<b>REASON FOR WEIGHTING THE FACTOR</b>	THE F	ACTOR	
Employment	2000 CO	5 Vol. 1 C	onnecti	2000 COS Vol. 1 Connecticut Pgs. 6 & 7	6 & 7						10% Ger	0% Generally, limited hiring from the	mited h	iring fro	m the			
	Postseco	Postsecondary Teachers		(251000)							employ	employed population.	ation.					
	*Please r	*Please note - change to	ange to	CT data instead of Fairfield County	ustead (	of Fairfi	eld Cour	ty.			Data is	Data is outdated and will use new data when available.	and w	ill use n	ew data	when a	vailable	
Unemployment	CT Dept	of Labor	Conn	CT Dept of Labor Connecticut Data for Affirmative Action Plans -	ata for A	\ffirmati	ve Actic	n Plans			0% Ger	0% Generally no hiring from the	biring b	from th	e			
	4th Qtr 2017 - Statewide	017 - Sta	<b>stewide</b>								unempl	unemployed population.	oulation					
	SOC Code 25.10 - Postsecondary Teachers	e 25.10 -	Postsec	Condary 1	[eachers	10												
Promotable Pool	Promotal	Promotable /Transferable	sferable								80% Lar	80% Largest % of promotions occur into this category	f promot	ions occ	ur into th	nis categ	)u	
	Workford	Workforce Analysis Data		from Associate Professor Rank	ociate Pr	ofessor	Rank				from As	from Associate Professor rank.	Professo	or rank.				
National Education Data U.S. Department of Education, National Center for Education Statistics Integrated Postsecondary Education Data System (IPEDS) Fall 2016 Ta	U.S. Department of Educa Integrated Postsecondary	artment o	of Educa	stion, National Center for Education Statistics 5% Weight based on national scope of recruitment Education Data System (IPEDS) Fall 2016 Table 315.2 searches in this category. Most activity is from Promotions	tional Ce	enter for System	· Educat (IPEDS)	ion Stat Fall 20	istics 16 Tabl	e 315.2	5% Wei	5% Weight based on national scope of recruitment searches in this category. Most activity is from	on natic	onal scopy.	e of recr activity	ruitment is from	Promoti	ons
	Associate	Associate Professor rank	yr rank (	(Table prepared December 2017)	epared (	Decemb	er 2017	~			exceptic	exception to some hires.	ne hires	,;				

### WESTERN CONNECTION STATE UNIVERSITY AVAILABIL. ANALYSIS

		<b>AVAILABILITY ANALYSIS WORKSHEET DATA</b>	BILITY	ANALY	SIS WC	RKSH	EET DA	ΤA			
OCC. CATEGORY:	PROFESSOR	SOR						_			
Employment Data	⊢	Μ	1	WM	WF	BM	BF	ΗM	生	Θ	Ь
Census Data - 2000 C1 - VOI 1 - 25100 - Postsecondary Teachers	2433	1229	1204	1030	1045	75	45	24	45	100	69
PERCENTAGE	100.0%	50.5%	49.5%	42.3%	43.0%	3.1%	1.8%	1.0%	1.8%	4.1%	2.8%
		50.5	49.5	42.3	43.0	3.1	1.8	1.0	1.8	4.1	2.8
Unemployment Data	⊢	MΤ	_ #	WM	WF	BM	BF	HM	Ή	MO	P
CT Dept of Labor CT Data for AAP - 4th Qtr 2017								*			
SOC Code 25.10 -	į	í	5	ç	ç	;	٥٢	7	74		,
Postsecondary Teachers	143	4/	S	87	43	7	97	1	1,7	1	<u>ر</u>
PERCENTAGE	100.0%	32.9%	67.1%	19.6%	30.1%	7.7%	18.2%	4.9%	16.8%	0.7%	2.1%
		32.9	67.1	19.6	30.1	7.7	18.2	4.9	16.8	0.7	2.1
Promotable Pool	H	M	⊭	WM	WF	BM	BF	НМ	Ή	MO	P
Associate Professor	29	31	31	15	22	3	1	1		12	7
PERCENTAGE	100.0%	50.0%	50.0%   50.0%	24.2%	35.5%	4.8%	1.6%	1.6%	1.6%	19.4%	11.3%
		50.0	50.0	24.2	35.5	4.8	1.6	1.6	1.6	19.4	11.3
Educational Data	T	TM	ш	WM	WF	BM	BF	Ξ	生	Θ	P
National Edication Data Table 315.20 - Fall 2016- Associate Professor	150243	82163	08089	63068	52653	4316	4775	3866	3242	10913	7410
PERCENTAGE	100.0%	54.7%	45.3%	42.0%	35.0%	2.9%	3.2%	2.6%	2.2%	7.3%	4.9%

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### WESTERN CONNECTICITATE UNIVERSITY AVAILABILLI NALYSIS

OCC. CATEGORY: ASSOCIATE PROFESSOR

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FACTOR	TOT	<b>TOTAL MALE</b>		TOTA	TOTAL FEMALE	<b>"</b>	MH	WHITE MALE	<del>ا</del>	WHI	WHITE FEMALE	ALE	BL	<b>BLACK MALE</b>	<b>"</b>	BLAC	<b>BLACK FEMALE</b>	Ę
	RS	*	WF	RS	*	WF	RS	<b>%</b>	WF	RS	W	WF	RS	W	WF	RS	*	WF
Employment	50.5	0.00	0.0	49.5	0.00	0.0	42.3	0.00	0.0	43.0	0.00	0.0	3.1	0.00	0.0	1.8	0.00	0:0
Unemployment	32.9	0.00	0.0	67.1	0.00	0.0	19.6	0.00	0.0	30.1	0.00	0.0	7.7	0.00	0.0	18.2	0.00	0:0
Promotable Pool	39.1	08.0	31.3	6.09	08.0	48.7	29.7	08.0	23.8	46.9	0.80	37.5	0.0	0.80	0.0	3.1	0.80	2.5
Educational Data	47.6	0.20	9.5	52.4	0.20	10.5	35.3	0.20	7.0	38.9	0.20	7.8	2.7	0.20	0.5	4.5	0.20	6.0
FINAL AVAIL. FACTOR			40.8			2.65			30.8			45.3			0.5			3.4
	İ																Ì	
FACTOR	HISPA	<b>HISPANIC MALE</b>	H	<b>HISPANIC FEMALE</b>	NIC FE	MALE	ОТН	<b>OTHER MALE</b>	LE	OTHE	OTHER FEMALE	ALE						
	RS	<b></b>	WF	RS	<b>M</b>	WF	RS	W	WF	RS	<b>M</b>	WF						
Employment	1.0	0.00	0.0	1.8	0.00	0.0	4.1	0.00	0.0	2.8	0.00	0.0						
Unemployment	4.9	0.00	0.0	16.8	0.00	0.0	0.7	0.00	0.0	2.1	0.00	0.0						
Promotable Pool	1.6	0.80	1.3	6.3	0.80	5.0	7.8	0.80	6.3	4.7	0.80	3.7						
Educational Data	2.5	0.20	0.5	2.7	0.20	0.5	7.0	0.20	1.4	6.4	0.20	1.3						
FINAL AVAIL. FACTOR			1.8			5.5			7.7			5.0						100.0
																		100.0
FACTOR				SOUR	SOURCE OF STATISTIC	TATIS	LIC					REAS	ON FO	R WEIG	<b>REASON FOR WEIGHTING THE FACTOR</b>	THE F.	ACTOR	
Employment	2000 CO	2000 COS Vol. 1 Connecticut Pgs. 6 & 7	Connectiv	cut Pgs.	6&7						0% Gen	erally, I	imited	0% Generally, limited hiring from the	om the			- 1
•	Postseco	Postsecondary Teachers (	achers (	(251000)							employed population.	ndod pa	lation.					
	*Please r	*Please note - change to	ange to (	CT data instead of Fairfield County	nstead (	of Fairfi€	ald Cour	ıty			Data is	outdate	d and v	/ill use n	Data is outdated and will use new data when available.	when	available	
Unemployment	CT Dept	CT Dept of Labor Connecticut Data for Affirmative Action Plans -	Conne	ecticut D	ata for A	<b>(ffirmati</b>	ve Actio	n Plans			0%-Gen	erally n	o hiring	0%-Generally no hiring from the	je Je			
,	4th Otr 2 SOC Cod	4th Qtr 2017 - Statewide SOC Code 25.10 - Postsecondary Teachers	stewide Postsec	ondary 7	eachers						unemployed population.	od poc	pulation	÷				
Promotable Pool	Promotal	Promotable /Transferable	sferable								80% Lar	gest % o	of promo	tions occ	80% Largest % of promotions occur into this category	nis categ	ory	
	Workford	Workforce Analysis Data	s Data f	from Assistant Professor Rank	stant Pr	ofessor	Rank				from Assistant Professor rank.	sistant	Profess	or rank.				
National Education Data	U.S. Dep Integrate Assistant	U.S. Department of Education, National Center for Education Statistics Integrated Postsecondary Education Data System (IPEDS) Fall 2016 Assistant Professor rank (Table prepared December 2017)	of Educa condary or rank (	ation, National Center for Education Statisti Feducation Data System (IPEDS) Fall 2016 (Table prepared December 2017)	ional Ce on Data spared [	Inter for System Decembe	Educat (IPEDS) er 2017)	ion Stat Fall 20	istics 16		20% Weight based on nati searches in this category exception to some hires.	ight bases in this on to so	ed on na catego me hire	tional so ry.Most S.	20% Weight based on national scope of recruitment searches in this category. Most activity is from promotions; exception to some hires.	cruitmen is from	t promoti	ons;

#### WESTERN CONNECTIC/ STATE UNIVERSITY AVAILABILLI NALYSIS

# AVAILABILITY ANALYSIS WORKSHEET DATA ASSOCIATE PROFESSOR

OCC. CATEGORY: ASSOCIATE PROFES

	ACCUPATION IN FORCE										
Employment Data	⊥	ML	¥	WM	WF	BM	BF	HΜ	HF	OM	OF
Census Data - Zuou CT -voi 1 - 25100 - Postsecondary											
Teachers	2433	1229	1204	1030	1045	75	45	24	45	100	69
PERCENTAGE	100.0%	50.5%	49.5%	42.3%	43.0%	3.1%	1.8%	1.0%	1.8%	4.1%	2.8%
		50.5	49.5	42.3	43.0	3.1	1.8	1.0	1.8	4.1	2.8
Unemployment Data	H	WΙ	Ħ	WM	WF	ВМ	BF	НΜ	HF	MO	OF
CT Dept of Labor CT Data for											
AAF - 401 QU 2017											
SOC Code 25.10 -											
Postsecondary Teachers	143	47	96	28	43	11	56	7	24	1	3
PERCENTAGE	100.0%	32.9%	67.1%	19.6%	30.1%	7.7%	18.2%	4.9%	16.8%	0.7%	2.1%
		32.9	67.1	19.6	30.1	7.7	18.2	4.9	16.8	0.7	2.1
Promotable Pool	L	MΤ	Ľ	WM	WF	BM	BF	HM	H	OM	OF
Assistant Professor	25	25	39	19	30	0	2	1	4	5	3
PERCENTAGE	100.0%	39.1%	%6.09	29.7%	46.9%	0.0%	3.1%	1.6%	6.3%	7.8%	4.7%
		39.1	609	29.7	46.9	0.0	3.1	1.6	6.3	7.8	4.7
					Ì	ľ	ľ				I

9998

10914

4178 2.7%

3960

6932

4211

54980

81680 52.4%

74065

155745

PERCENTAGE

Professor

7.0%

4. 5

2.7

38.9

35.3%

52.4

47.6

38.9%

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Educational Data National Education Data 1808 315.20 - Fall 2016- Assistant

### WESTERN CONNECTIC STATE UNIVERSITY AVAILABILIT NALYSIS

OCC. CATEGORY: ASSISTANT PROFESSOR TITLE:

1116.														710			7	L
FACTOR	TOTA	TOTAL MALE		TOTA	TOTAL FEMALE	<u>"</u>	M	WHITE MALE	4	WHI	WHITE FEMALE	ALE	BLA	BLACK MALE	4	BLAC	₽ŀ	<u>ו</u>
	RS	<b>%</b>	WF	RS	*	WF	RS	*	WF	RS	<b>*</b>	WF	RS	₹	WF	RS		WF
Employment	50.5	0.10	5.0	49.5	0.10	4.9	42.3	0.10	4.2	43.0	0.10	4.3	3.1	0.10	0.3	1.8	0.10	0.5
Unemployment	32.9	0.10	3.3	67.1	0.10	6.7	19.6	0.10	1.9	30.1	0.10	3.0	7.7	0.10	0.8	18.2	0.10	1.8
Promotable Pooi	0.0	0.00	0.0	0.0	0.00	0.0	0.0	0.00	0.0	0.0	0.00	0.0	0.0	0.00	0.0	0.0	0.00	0.0
Educational Data	43.3	0.80	34.7	56.7	08.0	45.4	33.9	08.0	27.2	43.6	0.80	34.9	2.7	0.80	2.2	4.9	0.80	3.9
FINAL AVAIL. FACTOR	ı		43.0			57.0			33.3			42.2			3.3			5.9
FACTOR	HISPA	<b>HISPANIC MALE</b>	LE	HISPA	<b>HISPANIC FEMALE</b>	MALE	OT	<b>OTHER MALE</b>	3	OTHE	<b>OTHER FEMALE</b>	ALE						
	RS	<b>*</b>	WF	RS	*	WF	RS	*	WF	RS	W	WF						
Employment	1.0	0.10	0.1	1.8	0.10	0.2	4.1	0.10	9.0	2.8	0.10	0.3						
Unemployment	4.9	0.10	0.5	16.8	0.10	1.7	0.7	0.10	0.1	2.1	0.10	0.2						
Promotable Pool	0.0	0.00	0.0	0.0	0.00	0.0	0.0	0.00	0.0	0.0	0.00	0.0						
Educational Data	3.5	0.80	2.8	4.3	0.80	3.4	3.1	08.0	2.5	4.0	0.80	3.2						
FINAL AVAIL. FACTOR	l		3.4			5.3			3.0			3.7						100.0
																		100.0
FACTOR				SOUR	SOURCE OF STATISTIC	TATIS	TIC					REAS	ON FO	R WEIG	HTING	<b>REASON FOR WEIGHTING THE FACTOR</b>	ACTOR	
Employment	2000 COS Vol. 1 Connecticut Pgs. 6 & 7	5 Vol. 1 (	Connecti	icut Pgs.	687						10% Ge	enerally,	limited	10% Generally, limited hiring from the	rom the			
	Postsecondary Teachers (251000)	dary Te	achers (	251000)							employ	ndod pa	lation.	employed population. Data is outdated	outdate	7		
	*Please note - change	ote - ch	ange to	to CT data instead of Fairfield County	instead	of Fairfi	eld Cour	Ιţ			and we	ight is l	ower bu	rt will in	crease v	and weight is lower but will increase with newer data.	er data	
Unemployment	CT Dept of Labor Connecticut Data for Affirmative Action Plans -	of Labor	Conn	ecticut D	ata for /	<b>Affirmat</b>	ve Actio	n Plans			10% Sn	nall % o	f hiring	10% Small % of hiring from the	e E			
	4th Otr 2017 - Statewide	017 - St	atewide								nnemp	unemployed population	pulatior	-:				
	SOC Code 25.10 - Postsecondary Teachers	25.10 ·	- Postse	condary	<b>Feacher</b>													
Promotable Pool	Promotable /Transferable	le /Tran	sferable								0% Som	e promo	tions occ	0% Some promotions occur into this category	his categ	lory		
	Workforce Analysis Data from Instructor Rank	e Analys	is Data (	from Inst	ructor R	ank					from In	from Instructor rank.	rank.					
National Education Data U.S. Department of Edu	U.S. Depo	artment	of Educa	ucation, National Center for Education Statistics	tional Co	enter fo	- Educat	ion Stat	stics		80% We	ight base	os uo pa	80% Weight based on scope of recruitment	cruitmer	ı,		
	Integrated Postsecondary Education Data System (IPEDS) Fall 2016	d Postse	condary	· Education	on Data	System	(IPEDS)	Fall 20	91		searche	searches in this category.	catego	. <u>.</u>				
	Instructor rank (Table	r rank (		prepared December 2017)	acelloe	7707												

### WESTERN CONNECTION STATE UNIVERSITY AVAILABILI ANALYSIS

# AVAILABILITY ANALYSIS WORKSHEET DATA ASSISTANT PROFESSOR

OCC. CATEGORY:

Employment Data	F	ΜŢ	⊭	WM	WF	BM	BF	HM	HF	МО	P
Census Data - 2000 C1 -VOI 1											
Teachers	2433	1229	1204	1030	1045	75	45	24	45	100	69
PERCENTAGE	100.0%	50.5%	49.5%	42.3%	43.0%	3.1%	1.8%	1.0%	1.8%	4.1%	2.8%
		50.5	49.5	42.3	43.0	3.1	1.8	1.0	1.8	4.1	2.8
Unemployment Data	_	TM	TF	WM	WF	BM	BF	ΗM	生	WO	P
CT Dept of Labor CT Data											
for AAP - 4th Qtr 2016											
SOC Code 25.10 -											
Postsecondary Teachers	143	47	96	28	43	11	56	7	24	1	м
PERCENTAGE	100.0%	32.9%	67.1%	19.6%	30.1%	7.7%	18.2%	4.9%	16.8%	0.7%	2.1%
		32.9	67.1	19.6	30.1	7.7	18.2	4.9	16.8	0.7	2.1
Promotable Pool	_	MΤ	±	WM	WF	BM	BF	НМ	HF	OM	P
Instructor	0	0	0	0	0	0	0	0	0	0	0
PERCENTAGE	0.0%	%0.0	%0.0	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
		0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0:0
Educational Data	۲	MT	11	MM	WF	BM	BF	HM	Ή	ΘM	P
Instructor	94408	40877	53531	32045	41149	2592	4627	3270	4013	2970	3742
PERCENTAGE	100.0%	43.3%	26.7%	33.9%	43.6%	2.7%	4.9%	3.5%	4.3%	3.1%	4.0%
		43.3	56.7	33.9	43.6	2.7	4.9	3.5	4.3	3.1	4.0

### WESTERN CONNECTION STATE UNIVERSITY AVAILABILI ANALYSIS

OCC, CATEGORY:	PROFESSIONAL NON-FACULTY	SIONAL	-NON -	FACULT	_										LMA: CONNECTICUT/NATIONAL	ONNE	CTICU	N N
FACTOR	TOTA	TOTAL MALE		TOTA	TOTAL FEMALE	LE	WH	WHITE MALE	\LE	WHI	WHITE FEMALE	IALE	BLA	<b>BLACK MALE</b>	LE	BLA(	<b>BLACK FEMALE</b>	ALE
	RS	*	WF	RS	*	WF	RS	<b>*</b>	WF	RS	<b>₹</b>	WF	RS	<b>M</b>	WF	RS	<b>%</b>	WF
Employment	41.8	0.50	20.9	58.2	0.50	29.1	37.2	0.50	18.6	50.9	0.50	25.5	2.7	0.50	1.3	4.0	0.50	2.0
Jnemployment	11.3	0.00	0.0	88.7	0.00	0.0	6.5	0.00	0.0	17.7	0.00	0.0	4.8	0.00	0.0	48.4	0.00	0.0
Promotable Pool	0.0	0.00	0.0	0.0	0.00	0.0	0.0	00.00	0.0	0.0	0.00	0.0	0.0	0.00	0.0	0.0	0.00	0.0
Educational Data	39.4	0.50	19.7	9.09	0.50	30.3	29.4	0.50	14.7	43.0	0.50	21.5	3.7	0.50	1.8	7.2	0.50	3.6
FINAL AVAIL. FACTOR	K		40.6			59.4			33.3			47.0			3.1			5.6
FACTOR	HISPA	<b>HISPANIC MALE</b>	Ę	HISPA	<b>HISPANIC FEMALE</b>	MALE	LO O	<b>OTHER MALE</b>	\LE	OTH	OTHER FEMALE	TALE						
	RS	}	WF	RS	AN.	WF	RS	VW	WF	RS	}	WF						
Employment	1.2	0.50	9.0	2.0	0.50	1.0	8.0	0.50	0.4	1.3	0.50	9.0						
Jnemployment	0.0	0.00	0.0	22.6	0.00	0.0	0.0	0.00	0.0	0.0	0.00	0.0						
Promotable Pool	0.0	0.00	0.0	0.0	0.00	0.0	0.0	0.00	0.0	0.0	0.00	0.0						
Educational Data	3.1	0.50	1.5	5.2	0.50	5.6	3.3	0.50	1.6	5.5	0.50	2.6						
FINAL AVAIL. FACTOR	3K		2.1			3.6			2.0			3.2						100.0
																		99.9
				01100	OTTOTT TO TOUTO							DEAG	Ca iso	DIMICTO	DEACOAL COD WETCHTING THE BACTOD	י דווני	ACTOR	

FACTOR		
	SOURCE OF STATISTIC	REASON FOR WEIGHTING THE FACTOR
Employment 2	2000 COS Vol. 1 Connecticut Pgs. 2 & 3	50% Generally, hiring from the
	Education Administrators (119030)	employed population.
		Data is outdated and will use new data when available.
Unemployment	CT Dept of Labor Connecticut Data for Affirmative Action Plans -	0% Generally no hiring from the
4	4th Qtr 2017 - Statewide	unemployed population.
<u> </u>	SOC Code 25.90 Other Education, Training & Library Occupations	
Promotable Pool P	Promotable /Transferable	0% Very limited promotions occur into this category
National Education Data L	National Education Data U.S. Department of Education, National Center for Education Statistics	50% Weight based on scope of recruitment
	Integrated Postsecondary Education Data System (IPEDS) Fall 2016	searches in this category.
	Bus. & Financial Operations, Computers, Engineering & Science, Community,	
<u> </u>	Social Service, Legal, Arts, Design, Entertainment, Sports & Media, Healthcare	
	Practitioners & Technicians, Librarians, Curators & Archivists	
S	Student & Academic Affairs & Other Education Services	

### WESTERN CONNECTION STATE UNIVERSITY AVAILABILI ANALYSIS

# AVAILABILITY ANALYSIS WORKSHEET DATA PROFESSIONAL NON-FACULTY

OCC. CATEGORY:

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Employment Data	T	ML	TF	WM	WF	BM	BF	HM	生	ΘM	P
Census Data - 2000 CT -Vol 1 - 119030-Education Administrators	9937	4158	6225	3695	2060	265	395	120	195	78	129
PERCENTAGE	100.0%	41.8% 58.2%	58.2%	37.2% 50.9% 2.7% 4.0%	20.9%	2.7%	4.0%	1.2% 2.0%		0.8%	1.3%
		41.8	58.2	41.8 58.2 37.2 50.9 2.7 4.0 1.2 2.0 0.8	50.9	2.7	4.0	1.2	2.0	0.8	1.3
Unemployment Data	1	Ш	TF	WM	WF	BM	BF	HM	Ή	MO	PF
CT Dept of Labor CT Data											
for AAP - 4th Qtr 2017											
SOC Code 25.90 - Other											
Education, Training & Library											
Occupations	G	7	ŗ.	4	-	٣	30	_	14	0	0

4.8% | 48.4% | 0.0%

17.7%

100.0% | 11.3% | 88.7% | 6.5%

PERCENTAGE

		11.3	88.7	6.5	17.7	4.8	48.4	0.0	22.6	0.0	0.0
Educational Data	_	ΨL	Ë	WM	WF	ВМ	BF	НМ	HF	OM	OF
Nabonal Education Data Table 315.20 - Fall 2016											
Bus. & Financial Operations	200512	53676	146836	39802	103419	5189	18333	4735	13390	3950	11694
Computers, Engineering & Science	211894	128779	83115	97212	57169	7957	6772	9233	6074	14377	13100
Community, social service, Legal, Arts, Design, Entertainment, Sports & Media	170068	75749	94319	58468	69628	9290	11345	5304	8538	2687	4808
Healthcare Practitioners & Technicians	106563	29668	76895	19852	52420	2770	9467	2323	9209	4723	8932
Librarians, Curators & Archivists	40166	11924	28242	9884	22715	700	2344	741	1414	599	1769
Student & Academic Attairs & Other Education Services	168127	54105	114022	38892	80786	6849	16389	5318	10785	3046	6062
TOTAL	897330	353901	543429	543429 264110	386137	32755	64650	27654 46277	46277	29382	46365
PERCENTAGE	100.0%	39.4%	%9.09	29.4%	43.0%	3.7%	7.2%	3.1%	5.2%	3.3%	5.2%
		39.4	9.09	29.4	43.0	3.7	7.2	3.1	5.2	3.3	5.2

### WESTERN CONNECTION STATE UNIVERSITY AVAILABILI ANALYSIS

OCC. CATEGORY: TITLE:	SECRETARIAL CLERICA	ARIAL (	LERIC	<b>4</b>											LMA: F	LMA: FAIRFIELD COUNTY	ILD CO	UNTY
FACTOR	TOTA	TOTAL MALE		TOTA	TOTAL FEMALE	LE	WH	WHITE MALE	ILE 1	WHI	WHITE FEMALE	ALE	BLA	<b>BLACK MALE</b>	LE	BLAC	<b>BLACK FEMALE</b>	ALE
	RS	*	WF	RS	<b>*</b>	WF	RS	*	WF	RS	<b>%</b>	WF	RS	W/	WF	RS	<b>%</b>	WF
Employment	12.9	0.45	5.8	87.1	0.45	39.2	9.4	0.45	4.2	69.1	0.45	31.1	1.6	0.45	0.7	9.1	0.45	4.1
Unemployment	27.0	0.10	2.7	73.0	0.10	7.3	8.6	0.10	6.0	31.4	0.10	3.1	11.3	0.10	1.1	25.0	0.10	2.5
Promotable Pool	5.9	0.45	5.6	94.1	0.45	42.4	5.9	0.45	5.6	82.4	0.45	37.1	0.0	0.45	0.0	5.9	0.45	2.7
																		1
FINAL AVAIL. FACTOR	R		11.1		74	88.9			7.7			71.3			1.8			9.3
																	ĺ	
FACTOR	HISPA	<b>HISPANIC MALE</b>	Ę	HISPA	<b>HISPANIC FEMALE</b>	MALE	OTI	<b>OTHER MALE</b>	\LE	OTH	<b>OTHER FEMALE</b>	ALE						
	RS	*	WF	RS	<b>*</b>	WF	RS	W	WF	RS	M	WF						
Employment	6.0	0.45	0.4	9.9	0.45	3.0	1.1	0.45	0.5	2.3	0.45	1.1						
Unemployment	6.5	0.10	0.6	15.0	0.10	1.5	0.7	0.10	0.1	1.6	0.10	0.2						
Promotable Pool	0.0	0.45	0.0	5.9	0.45	2.6	0.0	0.45	0.0	0.0	0.45	0.0				Ì		
FINAL AVAIL. FACTOR	8		1.0			7.1			9.0			1.3						100.0
																		100.2
FACTOR				SOUR	CE OF !	SOURCE OF STATISTIC	TIC					REAS	ON FO	REASON FOR WEIGHTING THE FACTOR	HTING	THEF	ACTOR	
Employment	2000 COS Vol. 1 Pgs. 40 & 41, Fairfield County:	S Vol. 1	Pgs. 40	& 41, Fa	airfield (	County:					45% Pr	imarily l	iiring fr	45% Primarily hiring from the employed population.	employe	ndod pa	ation.	
	Other Office & Admin. Support Wkrs (439000); Secretaries &AdminAsst (43600d Data is outdated source and will increase amount	Fice & Ad	min. Su	poort Wk	rrs (439	000); St	cretarie	35 &Adn	inAsst (	436000	Data is	outdate	od sourc	e and w	/ill incre	ase amo	unt	
				:	,	:			. !		when n	when new data is available.	is avail	able.				
Unemployment	CT Dept of Labor Connecticut Data for Affirmative Action Plans - 4th Qtr 2017 - Fairfield County	of Labor 1017 - Fa	Connirrield Co	ecticut D	ata for	Affirmat	ive Activ	on Plans	<u>.</u>		10% Sc	ome hirii	ng from	10% Some hiring from the unemployed population.	employe	Indod p	ation.	
	SOC Code: 43, Office & Administrative Support Occupations	de: 43, C	Tice & A	Administr	ative St	רו סקקו	ccupati	ons.										
Promotable Pool	Promotable /Transferable Workforce Analysis Data fi	ble /Tran e Analys	sferable is Data f	from Secretary 2	retary 2						45% Lar from Se	45% Largest % of from Secretary 2	of promo 2	45% Largest % of promotions occur into this category from Secretary 2	ur into ti	his categ	ory	
					•													

### WESTERN CONNECTION STATE UNIVERSITY AVAILABILE ANALYSIS

# AVAILABILITY ANALYSIS WORKSHEET DATA SECRETARIAL CLERICAL

OCC. CATEGORY:

Employment Data	_	Σ	Ħ	WM	WF	ВМ	盎	MΗ	Ή	МО	OF
Other Office & Suppt Wkrs (439000)	10430	2838	7592	2045	5475	355	1030	193	9//	245	311
Sec & Admin Asst (436000)	13879	309	13570	230	11315	35	1175	15	820	29	260
TOTAL	24309	3147	21162	2275	16790	390	2205	208	1596	274	571
PERCENTAGE	100.0%	12.9%	87.1%	9.4%	69.1%	1.6%	9.1%	%6.0	%9.9	1.1%	2.3%
		12.9	87.1	9.4	69.1	1.6	9.1	0.9	9.9	1.1	2.3
Unemployment Data	L	TM	TF	WM	WF	BM	BF	НМ	ŦŁ	МО	OF
CT Dept of Labor CT Data for AAP - 4th Qtr 2017											
SOC Code: 43, Office & Administrative Support Occupations.	1677	453	1224	144	527	189	419	109	251	11	27
TOTAL	1677	453	1224	144	527	189	419	109	251	11	27
PERCENTAGE	100.0%	27.0% 73.0%	73.0%	8.6%	31.4%	11.3%	25.0%	6.5%	15.0%	0.7%	1.6%
		27.0	73.0	8.6	31.4	11.3	25.0	6.5	15.0	0.7	1.6
Promotable Pool	<b> </b>	TM	1	WM	WF	BM	BF	нМ	Ħ	МО	P
Secretary 2	17	1	16	1	14	0	1	0	1	0	0
TOTAL	17	1	16	1	14	0	1	0	1	0	0
PERCENTAGE	100.0%	5.9%	5.9% 94.1%	5.9%	82.4%	%0.0	5.9%	%0.0	5.9%	0.0%	0.0%

0.0

0.0

6.5

0.0

5.9

0.0

82.4

5.9

4.1

5.9

### WESTERN CONNECTION STATE UNIVERSITY AVAILABILE ANALYSIS

SECRETARIAL CLERICAL SECRETARY 2 OCC. CATEGORY: TITLE:

FACTOR	TOTA	<b>TOTAL MALE</b>		TOTA	<b>TOTAL FEMALE</b>	E E	¥	WHITE MALE	۳	WHI	WHITE FEMALE	ALE	BLA	BLACK MALE	LE	BLAC	BLACK FEMALE	ALE
	RS	*	WF	RS	*	WF	RS	M/	WF	RS	<b>^</b>	WF	RS	*	WF	RS	<b>&gt;</b>	WF
Employment	2.2	0.45	1.0	97.8	0.45	44.0	1.7	0.45	0.7	81.5	0.45	36.7	0.3	0.45	0.1	8.5	0.45	3.8
Unemployment	1.0	0.10	0.1	99.0	0.10	9.6	0.7	0.10	0.1	61.8	0.10	6.2	0.0	0.10	0.0	24.7	0.10	2.5
Promotable Pool	0.0	0.45	0.0	100.0	0.45	45.0	0.0	0.45	0.0	66.7	0.45	30.0	0.0	0.45	0.0	25.0	0.45	11.2
FINAL AVAIL. FACTOR	×		1.1			6.86			0.8			72.9			0.1			17.5
													Ī					
FACTOR	HISPA	<b>HISPANIC MALE</b>	LE	HISPA	<b>HISPANIC FEMALE</b>	MALE	OŢ	<b>OTHER MALE</b>	LE	OTH	<b>OTHER FEMALE</b>	ALE						
	RS	*	WF	RS	*	WF	RS	<b>M</b>	WF	RS	<b>*</b>	WF						
Employment	0.1	0.45	0.0	5.9	0.45	2.7	0.2	0.45	0.1	1.9	0.45	0.8						
Unemployment	0.3	0.10	0.0	11.1	0.10	1.1	0.0	0.10	0.0	1.4	0.10	0.1						
Promotable Pool	0.0	0.45	0.0	0.0	0.45	0.0	0.0	0.45	0.0	8.3	0.45	3.8						
FINAL AVAIL. FACTOR	×		0.0			3.8			0.1			4.7						100.0
																		6.66
FACTOR				SOUR	SOURCE OF STATISTIC	TATIS	21					REAS	ON FOI	R WEIG	REASON FOR WEIGHTING THE FACTOR	THE F	ACTOR	
Employment	2000 COS Vol. 1 Pgs. 40	S Vol. 1	Pgs. 40	& 41, Fairfield County:	airfield C	ounty:					45% Pr	45% Primarily hiring from the employed population. Lowered	iring fr	om the	employe	ndod pa	ation. L	owered
	Secretar	Secretaries &Admin Asst	nin Asst	(436000)	=						% of □	% of Data because it is an outdated source and	ause it i	s an out	tdated s	ource a	덛	
				,							will incr	will increase amount of weight when new data is available.	ount of	weight	when n	ew data	ı is avai	lable.
Unemployment	CT Dept of Labor Conn	of Labor	Conn	ecticut Data for Affirmative Action Plans -	ata for /	Affirmati	ve Actic	n Plans	,		10% Sc	10% Some hiring from the unemployed population.	ng from	the une	employe	Indod b	ation.	
	4th Qtr 2017 - Fairfield County	.017 - Fa	irfield C	ounty														
	SOC Code: 43.60, Secretaries & Administrative Assistants.	de: 43.60	, Secret	taries & /	Administ	rative As	ssistant	ú.										
Promotable Pool	Promotable /Transferable	ole /Tran	sferable								45% Lar	45% Largest % of promotions occur into this category	of promo	tions occ	ur into t	his categ	ory	
	Workforce Analysis Data	e Analys	is Data	from Secretary 1	retary 1						from Se	from Secretary 1						

### WESTERN CONNECTION STATE UNIVERSITY AVAILABIL ANALYSIS

# AVAILABILITY ANALYSIS WORKSHEET DATA SECRETARIAL CLERICAL- SECRETARY 2

OCC. CATEGORY:

Employment Data	-	ML	11	WM	WF	BM	BF	ΗМ	HF	OM	P
Sec & Admin Asst											
(436000)	13879	309	13570	230	11315	35	1175	15	820	59	260
TOTAL	13879	309	13570	230	11315	35	1175	15	820	59	260
PERCENTAGE	100.0%	2.2%	97.8%	1.7%	81.5%	0.3%	8.5%	0.1%	2.9%	0.5%	1.9%
		22	97.8	1.7	81.5	0.3	8.5	0.1	5.9	0.2	1.9
Unemployment Data	  -	ML	±	WM	WF	BM	BF	HM	Ή	MO	OF
CT Dept of Labor CT Data											

		7:7	0.70	7:7	07:0	3	ņ	3	הים הים	7:5	6:4
Unemployment Data	_	M	ı	WM	WF	BM	BF	HM	보	OM	OF
CT Dept of Labor CT Data for AAP - 4th Qtr 2017											
SOC CODE 43.60 Secretaries & Administrative											
Assistants.	288	m	285	7	178	0	71	1	32	0	4
TOTAL	288	۳	285	2	178	0	71	1	32	0	4
PERCENTAGE	100.0%	1.0%	%0.66	0.7%	61.8%	%0.0	24.7%	0.3%	11.1%	0.0%	1.4%
		1.0	99.0	0.7	61.8	0.0	24.7	0.3	11.1	0.0	1.4
Promotable Pool	_	Æ	±	WM	WF	BM	BF	HM	Ή	MO	OF
Secretary 1	12	0	12	0	8	0	3	0	0	0	1
TOTAL	12	0	12	0	8	0	3	0	0	0	1
PERCENTAGE	100.0%	0.0%	100.0%	%0.0	%2'99	%0.0	25.0%	0.0%	0.0%	0.0%	8.3%
		0.0	100.0	0.0	66.7	0.0	25.0	0:0	0.0	0.0	8.3

### WESTERN CONNECTION STATE UNIVERSITY AVAILABILE ANALYSIS

OCC. CATEGORY:	TECHNI	TECHNICAL PARAPROFESSIONAL	MPROF	ESSIO	AL										LMA: FAIRFIELD COUNTY	AIRFIE	IPD COI	TUL
FACTOR	TOT	TOTAL MALE		TOTA	TOTAL FEMALE	E	WH	WHITE MALE	E E	WHI	WHITE FEMALE	4LE	BLA	<b>BLACK MALE</b>	<b>"</b>	BLAC	<b>BLACK FEMALE</b>	\LE
	RS	W	WF	RS	*	WF	RS	*	WF	RS	<b>3</b>	WF	RS	*	WF	RS	<b>M</b>	WF
Employment	27.2	0.70	19.0	72.8	0.70	51.0	19.6	0.70	13.7	52.5	0.70	36.8	3.4	0.70	2.4	6.6	0.70	6.9
Unemployment	11.3	0.30	3.4	88.7	0.30	56.6	6.5	0.30	1.9	17.7	0:30	5.3	4.8	0.30	1.5	48.4	0.30	14.5
Promotable Pool	0.0	0.00	0.0	0.0	0.00	0.0	0.0	0.00	0.0	0:0	0.00	0.0	0.0	0.00	0.0	0.0	0.00	0.0
												1					1	,
FINAL AVAIL. FACTOR	7R		22.4			77.6			15.6			42.1			3.9		$\exists$	21.4
FACTOR	HISPA	<b>HISPANIC MALE</b>	Щ	HISPA	<b>HISPANIC FEMALE</b>	MALE	Ė	<b>OTHER MALE</b>	<b>"</b>	OTH	OTHER FEMALE	LE LE						
	RS	*	WF	RS	₹	WF	RS	<b>*</b>	WF	RS	<b>^</b>	WF						
Employment	1.9	0.70	1.3	7.4	0.70	5.2	2.3	0.70	1.6	3.0	0.70	2.1						
Unemployment	0.0	0.30	0.0	22.6	0.30	8.9	0.0	0.30	0.0	0.0	0:30	0.0						
Promotable Pool	0.0	0.00	0.0	0.0	0.00	0.0	0.0	0.00	0.0	0.0	0.00	0.0				1		
								ľ										
FINAL AVAIL. FACTOR	3K		1.3			12.0			9.1			2.1						100.0
																		100.0
FACTOR				SOUR	SOURCE OF STATISTIC	TATIS	TIC					REAS	ON FO	R WEIG	<b>REASON FOR WEIGHTING THE FACTOR</b>	THEF	ACTOR	
Employment	2000 CO	2000 COS Vol. 1 Pgs. 32 -33 & 40 & 41, Fairfield County:	Pgs. 32	-33 & 40	8 41,	-airfield	County				70% Pri	marily h	iring fr	om the	70% Primarily hiring from the employed population.	Indod pa	ation.	
	Library T	Library Technicians (254031) & Other Office & Admin Support Workers (439000) Data is an outdated source and	าร (2540	31) & Oi	ther Offi	ce & Ad	min Sup	port Wo	orkers (4	39000)	Data is	an out	dated s	ource ai	ק			
	`										will incr	ease an	ount of	weight	will increase amount of weight when new data is available.	ew data	is avail	able.
Unemployment	CT Dept 4th Qtr 2	CT Dept of Labor Connecticut Data for Affirmative Action Plans - 4th Qtr 2017 - Fairfield County - SOC Codes: 13.20, Financial Specialists	Conn	ecticut D	ata for	Affirmat es: 13.2	ve Actic 0, Finan	on Plans cial Spe	cialists		30% So	me hirir	ng from	the une	30% Some hiring from the unemployed population.	ndod p	ation.	
	& 25.90	& 25.90 Other Education, Training & Library	ucation,	Training	& Libra	<u> </u>												
Promotable Pool	Promota	Promotable /Transferable	sferable								0% No promotable pool	romotab	le pool					
															ļ			

### WESTERN CONNECTION STATE UNIVERSITY AVAILABIL ANALYSIS

# AVAILABILITY ANALYSIS WORKSHEET DATA TECHNICAL PARAPROFESSIONAL

OCC. CATEGORY:

Employment Data	_	MT	11	WM	WF	ВМ	BF	HΜ	生	δ	P
Library Technicians (254031)	163	55	108	45	100	0	4	10	4	0	0
Other Office & Suppt Wkrs (439000)	10430	2838	7592	2045	5475	355	1030	193	776	245	311
TOTAL	10593	2893	7700	2090	5275	355	1034	203	780	245	311
PERCENTAGE	100.0%	27.2%	72.8%	19.6%	52.5%	3.4%	9.6%	1.9%	7.4%	2.3%	3.0%
		27.2	72.8	19.6	52.5	3.4	6.6	1.9	7.4	2.3	3.0
Unemployment Data	T	TM	11	WM	WF	BM	BF	МН	生	δO	P
CT Dept of Labor CT Data for AAP - 4th Qtr 2017											
SOC CODE 13.20 Financial Specialists	344	188	156	137	26	20	24	14	20	17	15
SOC CODE 25.90 Other Education, Training & Library	62	7	52	4	11	Э	30	0	14	0	0
TOTAL	406	195	211	141	108	23	54	14	34	17	15
PERCENTAGE	100.0%	11.3%   88.7%	88.7%	6.5%	17.7%	4.8%	48.4%	0.0%	22.6%	0.0%	0.0%

0.0

0.0

22.6

0.0

48.4

8.

17.7

6.5

88.7

11.3

LMA: FAIRFIELD COUNTY

### WESTERN CONNECTIC STATE UNIVERSITY AVAILABILI. ANALYSIS

SKILLED CRAFT WORKERS OCC. CATEGORY: TITLE:

11166																		
FACTOR	TOTA	<b>TOTAL MALE</b>		TOTA	<b>TOTAL FEMALE</b>	<b>"</b>	<b>¥</b>	WHITE MALE	LE.	WHI	WHITE FEMALE	ALE	BLA	BLACK MALE	<u>"</u>	BLAC	BLACK FEMALE	וני
	RS	₹	WF	RS	<b>M</b>	WF	RS	<b>*</b>	WF	RS	<b>*</b>	WF	RS	W	WF	RS	<b>%</b>	WF
Employment	98.1	0.80	78.4	1.9	08.0	1.6	67.5	0.80	54.0	1.2	0.80	1.0	5.2	08.0	4.1	0.1	0.80	0.1
Unemployment	96.5	0.20	19.3	3.5	0.20	0.7	47.7	0.20	9.5	6.0	0.20	0.5	20.8	0.20	4.2	9.0	0.20	0.1
Promotable Pool	0.0	0.00	0.0	0.0	0.00	0.0	0.0	0.00	0.0	0.0	0.00	0.0	0.0	0.00	0.0	0.0	0.00	0.0
FINAL AVAIL. FACTOR	R		97.7			2.3			63.5			1.2			8.3			0.2
FACTOR	HISPA	<b>HISPANIC MALE</b>	JT)	HISPA	<b>HISPANIC FEMALE</b>	MALE	DE	<b>OTHER MALE</b>	۳	OTH	<b>OTHER FEMALE</b>	ALE						
	RS	<b>*</b>	WF	RS	<b>%</b>	WF	RS	<b>*</b>	WF	RS	<b>M</b>	WF						
Employment	20.2	0.80	16.1	0.5	0.80	9.4	5.2	0.80	4.2	0.2	0.80	0.1						
Unemployment	27.9	0.20	5.6	1.5	0.20	0.3	0.2	0.20	0.0	0.5	0.20	0.1						
Promotable Pool	0.0	0.00	0.0	0.0	0.00	0.0	0.0	0.00	0.0	0.0	0.00	0.0						
FINAL AVAIL. FACTOR	R		21.7			0.7			4.2			0.2						100.0
																		1001
FACTOR				SOUR	SOURCE OF STATISTIC	TATIS	21					REAS	ON FO	R WEIG	<b>REASON FOR WEIGHTING THE FACTOR</b>	THE F	ACTOR	
Employment	2000 COS Vol. 1 Pgs. 42-43, Fairfield County:	S Vol. 1	Pgs. 42	43, Fair	field Col	unty:					80% Pr	imarily l	iring fr	om the	80% Primarily hiring from the employed population.	ndod pa	ation.	
•	Construction Trades Workers (472000)	tion Trac	des Wor	kers (472	(000)						Data is	Data is an outdated source and will increase amount of weight w	dated s	ource ar	Data is an outdated source and will increase amount of weight when new data is available.	ew data	is avail	able.
Unemployment	CT Dept of Labor Con	of Labor	Conn	necticut Data for Affirmative Action Plans -	ata for /	\ffirmati	ve Actic	n Plans			20% Sc	me hiri	ng from	the une	20% Some hiring from the unemployed population.	Indod p	ation.	
	4th Qtr 2017 - Fairfield (	017 - Fa	irfield C	Sounty - SOC Code: 47.20, Construction Trades Workers.	30C Cod	le: 47.2	), Const	ruction	Trades	Norker								
Promotable Pool	Promotable /Transferabl	ole /Trar	sferable								0% No p	0% No promotable pool	lood ə					
				٠											:			
							l											

### WESTERN CONNECTION STATE UNIVERSITY AVAILABILA ANALYSIS

# AVAILABILITY ANALYSIS WORKSHEET DATA SKILLED CRAFT WORKERS

OCC. CATEGORY:

Employment Data	<b>-</b>	Σ	⊭	WM	WF	BM BF HM HF OM OF	F.	ΣH	눈	Š	ģ
Construction Trades											
Workers (472000)	19548	19168	380	13190	230	1014	14	3939	102	1025	34
TOTAL	19548	19168	380	13190	230	1014	14	3939	102	1025	34
PERCENTAGE	100.0%	100.0% 98.1% 1.9% 67.5%	1.9%	67.5%	1.2%	1.2% 5.2% 0.1% 20.2% 0.5%	0.1%	20.2%	0.5%	5.2%	0.2%
		98.1	1.9	67.5	1.2	67.5 1.2 5.2 0.1 20.2 0.5	0.1	20.2	0.5	5.2	0.2
Unemployment Data	F	MŢ	#	WM	WF	BM	BF	НМ	노	OM	P
CT Dept of Labor CT Data for AAP - 4th Qtr 2017											

0.5 0.5%

0.5 0.2%

1.5 1.5% 2 2

> 9.0 0.6%

> 20.8 20.8%

6.0 %6.0 و و

> 47.7 47.7%

3.5% 2 2

96.5%

100.0% 099

PERCENTAGE

TOTAL

27.9% 184

137 137

315 315

637 637

SOC Code: 47.20, Construction Trades Workers.

LMA: FAIRFIELD COUNTY

### WESTERN CONNECTION STATE UNIVERSITY AVAILABILI ANALYSIS

SERVICE MAINTENANCE OCC. CATEGORY:

1111																		
FACTOR	TOTA	<b>TOTAL MALE</b>		TOTA	<b>TOTAL FEMALE</b>	LE	WH	WHITE MALE	\LE	WHI	WHITE FEMALE	IALE	BLA	<b>BLACK MALE</b>	E	BLA	<b>BLACK FEMALE</b>	ALE
	RS	*	WF	RS	*	WF	RS	3	WF	RS	*	WF	RS	<b></b>	WF	RS	M	WF
Employment	82.8	0.30	24.8	17.2	0.30	5.2	53.2	0.30	15.9	3.5	0.30	1.0	5.1	0.30	1.5	6.1	0:30	1.8
Unemployment	80.9	0.20	16.2	19.1	0.20	3.8	42.4	0.20	8.5	7.2	0.20	1.4	6.6	0.20	2.0	4.1	0.20	0.8
Promotable Pool	79.2	0.50	39.6	20.8	0.50	10.4	50.9	0.50	25.5 11.3	11.3	0.50	5.7	9.4	0.50	4.7	1.9	0.50	0.9
FINAL AVAIL. FACTOR	×		9.08			19.4			49.9			8.1			8.2			3.5
FACTOR	HISPA	HISPANIC MALE	E	HISPA	HISPANIC FEMALE	MALE	OTF	<b>OTHER MALE</b>	\r	OTH	<b>OTHER FEMALE</b>	IALE						
	RS	*	WF	RS	8	WF	RS	W	WF	RS	W	WF						
Employment	22.5	0:30	6.7	7.2	0:30	2.1	2.0	0:30	9.0	0.4	0.30	0.1						
Unemployment	28.1	0.20	9.5	7.7	0.20	1.5	0.5	0.20	0.1	0.2	0.20	0.0						
Promotable Pool	18.9	0.50	9.4	7.5	0.50	3.8	0.0	0.50	0.0	0.0	0.50	0.0						
																_		

FINAL AVAIL. FACTOR	NR.	21.7		7.4	0.7		0	I.			100.0
											9.66
FACTOR		SOUR	SOURCE OF STATISTIC	VTISTIC			RE	<b>REASON FOR WEIGHTING THE FACTOR</b>	EIGHTING T	HE FACTOR	
Employment	2000 COS Vol. 1 Pgs.	ol. 1 Pgs. 36 - 37, Fairfield County:	airfield Cou	nty:			30% Primari	30% Primarily hiring from the employed population.	the employed	population.	
	Super., Build	Super., Building & Grounds Cleaning & Maintenance Workers (371000)	ing & Maint	enance Worke	rs (371000)		Data is outo	Data is outdated source and will increase amount	nd will increase	e amount	
						_	when new d	when new data is available.			
Unemployment	CT Dept of L	CT Dept of Labor Connecticut Data for Affirmative Action Plans -	Data for Affi	rmative Action	ו Plans -		20% Some !	20% Some hiring from the unemployed population.	unemployed r	opulation.	
	4th Qtr 2017 - Statewic	' - Statewide									
	SOC Code:	SOC Code: 37, Building & Grounds Cleaning & Maintenance Occupations.	ds Cleaning	g & Maintenan	ce Occupation	JS.					
Promotable Pool	Promotable /	Promotable /Transferable					% No promo	0% No promotions into category	ory		•

### WESTERN CONNECTION STATE UNIVERSITY AVAILABILI ANALYSIS

# AVAILABILITY ANALYSIS WORKSHEET DATA SERVICE MAINTENANCE

OCC, CATEGORY:

Employment Data	⊢	ΜŢ	  ±	WM	WF	ВМ	냶	HM	HF	МО	OF
Super., Building & Grounds Cleaning & Maintenance Workers (371000)	978	810	168	520	34	20	09	220	70	20	4
TOTAL	978	810	168	520	34	20	09	220	70	20	4
PERCENTAGE	100.0%	82.8%	17.2%	100.0% 82.8% 17.2% 53.2% 3.5%		5.1%	6.1%	6.1% 22.5%	7.2%	2.0%	0.4%
		82.8	17.2	53.2		3.5 5.1	6.1	6.1 22.5	7.2	2.0	0.4
Unemployment Data	⊢	MΤ	TF	WM	WF	ВМ	BF	ΗM	生	MO	P
CT Dept of Labor CT Data for AAP - 4th Qtr 2017											

Olicinpoyment page	-	-	=	LIAA		5	5				5
CT Dept of Labor CT Data for AAP - 4th Qtr 2017											
SOC Code: 37, Building & Grounds Cleaning & Maintenance Occupations	2755	2228	227	1167	198	77.	117	774	212	15	Ŋ
TOTAL	2755	2228	527	1167	198	272	112	774	212	15	2
PERCENTAGE	100.0%	80.9% 19.1%		42.4%	7.2%	9.6%	4.1%	28.1%	7.7%	0.5%	0.2%
		80.9	19.1	42.4	7.2	6.6	4.1	28.1	7.7	0.5	0.2
Promotable Pool	L	ΨL	±	WM	WF	BM	냶	ΜH	生	МО	PP
Custodian	53	42	1	27	9	5	1	10	4	0	0
TOTAL	53	42	11	27	9	5	1	10	4	0	0
PERCENTAGE	100.0% 79.2% 20.8% 50.9%	79.2%	20.8%		11.3%	9.4%	1.9%	18.9%	7.5%	%0.0	0.0%
		79.2	20.8	50.9	11.3	9.4	1,9	18.9	7.5	0.0	0.0

LMA: FAIRFIELD COUNTY

#### TSTATE UNIVERSITY AVAILABIL. ANALYSIS WESTERN CONNECTI

SERVICE MAINTENANCE CUSTODIANS OCC. CATEGORY:

1.6 0.0 BLACK FEMALE
RS | VW | WF 0.40 0.60 0.00 0.0 2.6 4.1 0.0 **BLACK MALE RS VW** 12.6 0.60 0.00 0.40 9.6 0.0 0.0 4.1 2.9 RS VW WF WHITE FEMALE 0.00 09.0 0.40 6.9 0.0 39.7 22.8 16.9 0.0 **RS VW WF** 38.0 0.60 22.8 WHITE MALE 0.60 0.00 45.4 0.0 13.4 21.1 WF 0.0 **TOTAL FEMALE VW** 0.00 0.40 RS 22.4 19.1 0.0 78.9 46.6 32.3 WF 0.0 **TOTAL MALE** 0.60 0.00 ₹ **RS** 77.6 80.9 0.0 FINAL AVAIL. FACTOR Unemployment Promotable Pool Employment **FACTOR** TITLE

FACTOR	HISPA	HISPANIC MALE	E E	HISPAI	HISPANIC FEMALE	MALE	OTT	OTHER MALE	LE	ОТНЕ	OTHER FEMALE	ALE		
	RS	<b>*</b>	WF	RS	<b>*</b>	WF	RS	*	WF	RS	W.	WF		
Employment	23.1	09.0	13.9	12.2	09.0	7.3	3.9	09.0	2.4	0.7	09.0	0.4		
Unemployment	28.1	0.40	11.2	7.7	0.40	3.1	0.5	0.40	0.2	0.5	0.40	0.1		
Promotable Pool	0.0	0.00	0.0	0.0	0.00	0.0	0.0	0.00	0.0	0.0	0.00	0.0		
FINAL AVAIL. FACTOR	78		75.1			10.4			2.6			0.5		100.0
														100.0
FACTOR				SOUR	SOURCE OF STATISTIC	TATIS	IC					REASON	<b>REASON FOR WEIGHTING THE FACTOR</b>	<b>~</b>
Employment	2000 COS Vol. 1 Pgs.	3 Vol. 11		38 - 39, Fairfield County:	irfield C	ounty:					50% Pri	imarily hirir	60% Primarily hiring from the employed population.	
	Janitors & Building Cleaners (37201X)	& Buildin	g Cleans	ers (3720	(XIC						Data is	outdated s	Data is outdated source and will increase amount	
				,	,						when n∉	when new data is available.	available.	•
Unemployment	CT Dept of Labor Connecticut Data for Affirmative Action Plans -	of Labor	Conne	scticut De	ata for A	<b>(ffirmati</b>	ve Actio	n Plans			40% So	me hiring f	40% Some hiring from the unemployed population.	
•	4th Qtr 2017 - Statewide	317 - Sta	ntewide							•				
	SOC Code: 37, Building & Grounds Cleaning & Maintenance Occupations.	e: 37, B	uilding 8	3 Ground	is Clean	ing & M.	aintena	nce Occ	upations					
Promotable Pool	Promotable /Transferable	le /Tran	sferable						ı		d oN %C	romotions o	0% No promotions occur into this category	
										1				

### WESTERN CONNECTY STATE UNIVERSITY AVAILABIL. ANALYSIS

# AVAILABILITY ANALYSIS WORKSHEET DATA CUSTODIANS

OCC. CATEGORY:

		1									
Employment Data	⊥	ML	TF	WM	WF	BM	BF	HM	Ή	ΨÖ	Ŗ
Janitors & Building Cleaners (37201X)	5360	4160	1200	2035	370	675	140	1240	655	210	35
TOTAL	5360	4160	1200	2035	370	675	140	1240	655	210	35
PERCENTAGE	100.0%	%9''	22.4%	22.4% 38.0%	6.9% 12.6%	12.6%	7.6%	23.1%	23.1%   12.2%	3.9%	0.7%
		77.6	22.4	38.0	6.9	12.6	2.6	23.1	12.2	3.9	0.7

Employment Data	_	Ε	=	- 1	- ^ ^	2	5	1.11.1		5	5
Janitors & Building Cleaners (37201X)	5360	4160	1200	2035	370	675	140	1240	655	210	35
TOTAL	5360	4160	1200	2035	370	675	140	1240	655	210	35
PERCENTAGE	100.0%	77.6%	22.4%	38.0%	6.9%	12.6%	7.6%	23.1%	12.2%	3.9%	0.7%
		77.6	22.4	38.0	6.9	12.6	2.6	23.1	12.2	3.9	0.7
Unemployment Data	<b>-</b>	TM	1LF	WM	WF	BM	BF	HM	HF	OM	P
CT Dept of Labor CT Data for AAP - 4th Qtr 2017											
SOC Code: 37, Building &											
Maintenance Occupations.	2755	2228	527	1167	198	272	112	774	212	15	5
TOTAL	2755	2228	527	1167	198	272	112	774	212	15	5
PERCENTAGE	100.0%	80.9%	19.1%	42.4%	7.2%	9.6%	4.1%	28.1%	7.7%	0.5%	0.2%
		80.9	19.1	42.4	7.2	6'6	4.1	28.1	7.7	0.5	0.2

LMA: FAIRFIELD COUNTY

### WESTERN CONNECTIC STATE UNIVERSITY AVAILABILITY ANALYSIS

PROTECTIVE SERVICES OCC. CATEGORY: TITLE:

14156	ATOT.	7 14 64 7		ATOT	TOTAL CEMALE	u	W/W	WILTTE MAI E	111111111111111111111111111111111111111	WHT	WHITE EFMAIF	AIF	R	RI ACK MAIF	ш	RI AC	RI ACK FEMAIF	ш
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	SS.	<b>*</b>	¥	2	<b>8</b>	A	2	M A	LA!	2	AA C		2 3		,	2 -	_	<u>_</u>
Employment	93.4	0.90	84.0	9.9	0.00	0.9	74.4	0.30	0./9	4.2	0.90	3.8	o.c	0.50	7:7	ρ.	3.5	<u>.</u>
Unemployment	74.3	0.10	7.4	25.7	0.10	5.6	16.6	0.10	1.7	5.1	0.10	0.5	42.9	0.10	4.3	14.9	0.10	1.5
Promotable Pool	0.0	0.00	0.0	0.0	0.00	0.0	0.0	0.00	0.0	0.0	0.00	0.0	0.0	0.00	0.0	0.0	0.00	0.0
FINAL AVAIL, FACTOR	R		91.4			9.8			68.7			4.3			11.5			3.0
FACTOR	HISPA	HISPANIC MALE	LE	HISPA	<b>HISPANIC FEMALE</b>	MALE	OT	<b>OTHER MALE</b>	LE	OTH	OTHER FEMALE	ALE						
	RS	<b>*</b>	WF	RS	*	WF	RS	<b>M</b>	WF	RS	<b></b>	WF						
Employment	9.6	0.90	8.9	0.7	0.90	9.0	1.0	06.0	0.0	0.1	0.90	0.1						
Unemployment	14.3	0.10	1.4	5.7	0.10	9.0	9.0	0.10	0.1	0.0	0.10	0.0						
Promotable Pool	0.0	0.00	0.0	0.0	0.00	0.0	0.0	0.00	0.0	0.0	0.00	0.0					1	
FINAL AVAIL. FACTOR	8		10.3			1.2			1.0			0.1						100.0
																		1001
FACTOR				SOUR	SOURCE OF STATISTIC	TATIS	21					REAS	ON FO	REASON FOR WEIGHTING THE FACTOR	HTING	THEF	ACTOR	
Employment	2000 COS Vol. 1 Pgs. 36 - 37 , Fairfield County: First-Line Supv./Mgr. Prot.	S Vol. 1	Pgs. 36	-37, Fa	airfield C	ounty:	First-Lir	e Supv	/Mgr. P	rot.	90% Pr	imarily l	iring fr	90% Primarily hiring from the employed population.	employe	Indod p	ation.	
	Serv. Wrkr (331000), Police Offs (333050), First-Line Supv./Mgr	cr-(3310)	30), Poli	ce Offs (	333050)	, First-L	ine Sup	//Mgr			Data is	outdat	ed sour	Data is outdated source and will increase amount	vill incre	ase amo	unt	
	Police (331012), Detectives & Crim Investigators (333021)	31012), 1	Detective	es & Crin	Investi	gators (	333021	_			when n	when new data is available.	is avai	able.				
Unemployment	CT Dept of Labor Connecticut Data for Affirmative Action Plans -	of Labor	Conn	ecticut D	ata for /	√ffirmati	ve Actic	n Plans	1		10% Sc	ome hiri	ng from	10% Some hiring from the unemployed population.	employe	g bobul	ation.	
	4th Qtr 2017 - Statewide	017 - St	atewide	tth Qtr 2017 - Statewide	rotica	2												
	300	50.	יייייייייייייייייייייייייייייייייייייי	3	out of the						14 /00		1	into this	20000			
Promotable Pool	Promotable /Transferab	ole /Tran	sferable							·	0% NO 1	оготопо	Je occur	U% No promotions occur into this category	category			
											ļ							

### WESTERN CONNECTION STATE UNIVERSITY AVAILABIL. ANALYSIS

# AVAILABILITY ANALYSIS WORKSHEET DATA PROTECTIVE SERVICES

OCC. CATEGORY:

Employment Data	F	ΨL	⊭	WM	WF	BM	BF	НМ	HF	OM	OF
First-Line Supv./Mgr. Prot. Serv. Wrkr (331000)	606	885	24	700	0	80	4	95	20	10	0
Police Offs (333050)	1494	1350	144	1035	115	145	25	150	0	20	4
First-Line Supv./Mgr Police (331012)	305	305	0	260	0	15	0	30	0	0	0
Detectives & Crim Investigators (333021)	275	245	28	225	10	0	20	20	0	0	0
TOTAL	2983	2785	198	2220	125	240	49	295	20	30	4
PERCENTAGE	100.0%	93.4%	%9.9	74.4%	4.2%	8.0%	1.6%	9.6%	0.7%	1.0%	0.1%
		93.4	9.9	74.4	4.2	8.0	1.6	6.6	0.7	1.0	0.1
Unemployment Data	1	TM	TF	WM	WF	BM	PF.	НМ	HF	MO	OF
CT Dept of Labor CT Data for AAP - 4th Qtr 2016						ļ					
SOC Code: 33, Protective Service											•
Occupations	175	130	45	53	6	75	56	25	10	1	0
TOTAL	175	130	45	59	6	75	56	25	10	1	0
PERCENTAGE	100.0%	74.3%	25.7%	16.6%	5.1%	42.9%	14.9%	14.3%	5.7%	%9.0	0.0%
		74.3	25.7	16.6	5.1	42.9	14.9	14.3	5.7	0.6	0.0

#### Section G

#### Element No. 7

#### AVAILABILITY ANALYSIS

Sec. 46a-68-84

(ATTACHMENTS AND DOCUMENTATION)





















Plans

Action



# Connecticut Data for Affirmative Action Plan 4th Quarter 2017

Connecticut Data for Affirmative Action Plans provides labor force information for Connecticut and its eight counties. The data presented are designed to meet the requirements of the Office of Federal Contract Compliance Programs (OFCCP) and/or the Connecticut Commission on Human Rights and Opportunities (CHRO) for companies, State agencies, and municipalities that submit an Affirmative Action Plan. The job seekers listed in the "Characteristics of Job Seekers" tables are Unemployment Insurance claimants plus CTHires registrants in the quarter. The demographics of these job seekers are the basis for the percentages used to estimate the Minority and Women Unemployed shown in "Estimated Minority and Women Unemployed" table. If you are completing an Affirmative Action Plan for a private company and you require regulations/guidelines to assist you in setting up your plan, please contact the OFCCP at (860) 240-4277.

guidelines for setting up your plan, please contact the CHRO, Office of Diversity Programs at (860) 541-3400 or visit their contract compliance If you are completing an Affirmative Action Plan for a State agency, municipality, or any political subdivision, and you require regulation website at: http://www.ct.gov/chro/taxonomy/ct_taxonomy.asp?DLN=45583&chroNav=1455851

To order Equal Employment Opportunity posters at no charge, please contact either the OFCCP or the CHRO at the numbers listed above.

If you need a listing of minority/female owned businesses, visit the Department of Administrative Services, Supplier Diversity Program's website at: http://www.biznet.ct.gov/DASOpenAccess/SupplierDiversity/SDSearch.aspx

Acknowledgement: Dana W. Placzek and Todd Bentsen prepared this report for publication.

This publication is available online at:

www.ct.gov/dol

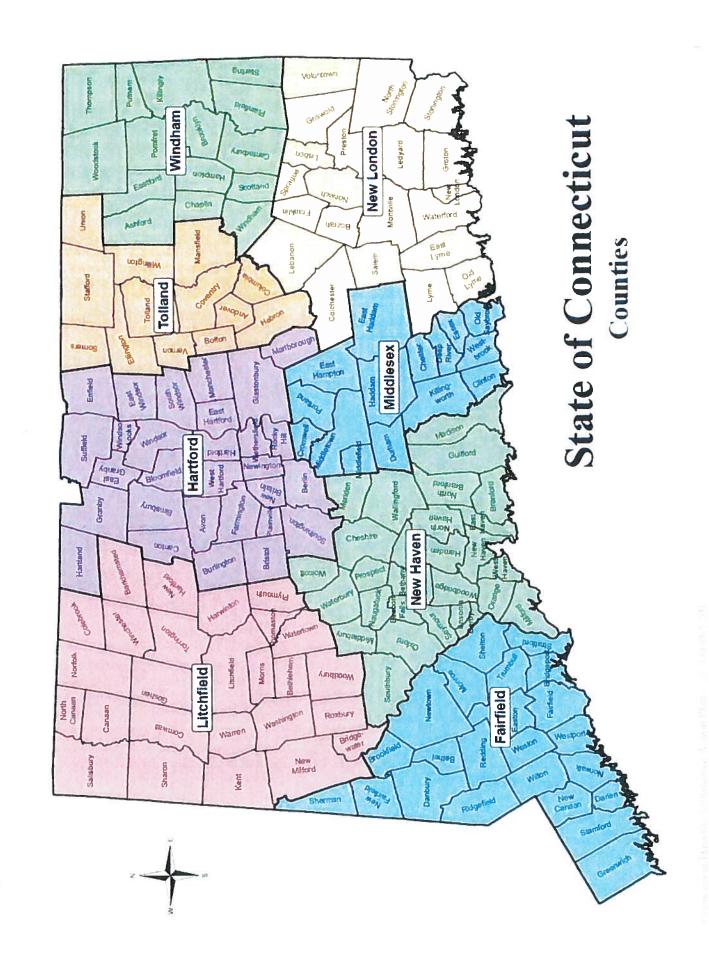
'Labor Market Information'



# Connecticut Data for Affirmative Action Plan 4th Quarter 2017

#### TABLE OF CONTENTS

Estimated Total, Minority and Female Unemployment  Connecticut Job Seekers by Occupational Group  A graph showing the proportion of job seekers by major occupational group  Characteristics of Job Seekers (Statewide and County)  Provides information on the broad occupational skills of job seekers, including female and minority job seekers.  CONNECTICUT - STATEWIDE  Fairfield County  Middlesex County  New Haven County  New London County  Tolland County  Windham County  Windham County  Windham County	Connecticut Job Seekers by Occupational Group  A graph showing the proportion of job seekers by major occupational group  Characteristics of Job Seekers (Statewide and County)  Provides information on the broad occupational skills of job seekers. including female and minority job seekers.  CONNECTICUT - STATEWIDE  CONNECTICUT - STATEWIDE  Hartford County  Middlesex County  New Haven County  New London County  New London County  New London County  New London County  32-35  Windham County	2	3	4-39 scekers.	4-7	8-11	12-15	16-19	20-23	24-27	28-31	32-35	36-39
	Seekers by Occupational Group proportion of job seekers by major occupation of Job Seekers (Statewide and Cc on the broad occupational skills of job seeke CUT - STATEWIDE.  Inty.  County.  County.  Lify.		nal group	ounty)s., including female and minority jol									



# **Estimated Minority and Women Unemployed**

#### December 2017

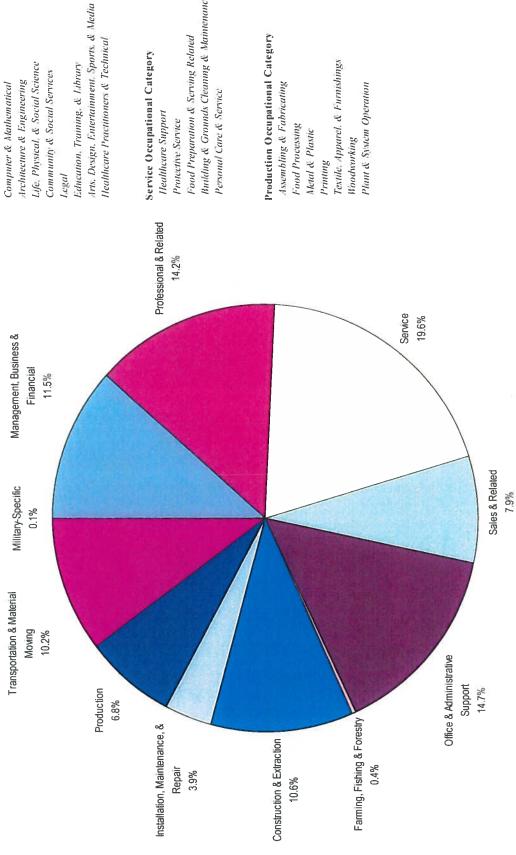
		TOTAL		MINC	MINORITY UNEMPLOYED	MPLOY	<u> </u>		WOMEN UNEMPLOYED	UNEMPL	OYED.	
LABOR MARKET	Labor Force	Unemployed	Unemp Rate	Total	% of Total Unemployed	Black	Hispanic	Total	% of Total Unemployed	Minority	Biack	Hispanic
Fairfield County	479,300	17,700	3.7%	10,548	59.4%	5,539	4,508	7,960	44.8%	5,004	2,786	1,987
Hartford County	472,000	19,600	4.2%	10,703	54.5%	5,264	4,848	8,688	44.3%	5,132	2,651	2,233
Litchfield County	104,100	3,700	3.6%	514	13.8%	138	319	1,490	40.0%	228	56	147
Middlesex County	91,800	3,000	3.3%	687	22.6%	338	256	1,209	39.8%	293	155	86
New Haven County	453,700	19,300	4.2%	11,394	59.2%	6,100	4,922	9,094	47.2%	5,859	3,168	2,519
New London County	134,900	5,200	3.9%	1,803	34.7%	795	849	2,396	46.1%	882	364	443
Tolland County	84,800	2,800	3.3%	417	14.7%	158	193	1,188	41.9%	194	83	98
Windham County	63,200	2,700	4.2%	855	32.2%	122	695	1,244	46.9%	427	20	362
STATE TOTAL	1,884,000	74,100	3.9%	36,374	49.1%	17,905	16,658	33,526	45.3%	17,894	9,035	8,054

NOTE: State totals may not agree with the sum of the counties because they are estimated independently. NOTE: Total Minority is defined as Black + Hispanic + Other races (Asian/Pacific Islander and Native American/Alaskan Native).

SOURCE: Connecticut Department of Labor, Office of Research

# Connecticut Job Seekers by Major Occupational Category

# 4th Quarter 2017



# Professional & Related Occupational Category

Life, Physical, & Social Science Education, Training, & Library Community & Social Services Architecture & Engineering Computer & Mathematical Legal

# Service Occupational Category

Food Preparation & Serving Related Building & Grounds Cleaning & Maintenance Personal Care & Service Healthcare Support Protective Service

# Production Occupational Category

Textile, Apparel, & Furnishings Assembling & Fabricating Food Processing Metal & Plastic Printing

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Characteristics of Job Seekers	Appropriate Control							State of	State of Connecticut	cut		1
Occupation	SOC	Total Job Seekers	Total Male	Total Female	White Male	White Female	Black Male	Black Female	Hispanic Male	Hispanic Female	Other Male	Other Female
Total - All Occupations	00	71,833	39,289	32,509	21,369	15,158	8,601	8,761	8,343	7,810	926	780
Management Occupations	4	4,887	2,613	2,273	1,953	1,512	274	368	297	331	68	62
Too Executives	11.10	335	242	93	176	99	34	18	24	12	80	7
Advertising, Marketing, Promotions, Public Rel. Occupations	11.20	911	530	381	450	301	28	35	35	35	17	10
Operations Specialties Managers	11.30	1,197	517	629	363	438	63	118	64	102	27	21
Other Management Occupations	11.90	2,441	1,323	1,118	964	716	148	197	174	181	37	24
Business & Financial Operations Occupations	13	2,157	1,045	1,111	693	739	180	204	114	120	28	48
Business Operations Specialists	13.10	1,008	200	205	309	343	102	97	75	22	14	10
Financial Specialists	13.20	1,149	545	604	384	396	78	107	39	63	44	38
Computer & Mathematical Occupations	15	1,561	1,148	412	077	268	162	71	136	38	08	35
Computer Specialists	15.10	1,510	1,122	387	750	255	159	99	135	34	78	30
Mathematical Scientists	15.20	51	26	25	20	13	ന	က	-	4	2	2
Architecture & Engineering Occupations	17	1,448	1,201	247	808	140	142	29	189	65	62	13
Architects, Surveyors, & Cartographers	17.10	109	82	24	49	13	9	2	28	∞	2	-
Engineers	17.20	550	486	64	347	43	49	6	54	7	36	2
Drafters, Engineering, & Mapping Technicians	17.30	788	629	159	412	84	87	18	106	20	24	7
Life, Physical, & Social Science Occupations	19	481	268	213	192	126	25	33	77	31	82	23
Life Scientists	19.10	105	64	41	49	56	2	-	ഹ	-	80	13
Physical Scientists	19.20	75	48	27	34	21	3	-	0	က	1	2
Social Scientists & Related Workers	19.30	55	25	30	15	19	7	9	က	4	0	_
Life, Physical, & Social Science Technicians	19.40	245	130	115	94	09	12	25	14	23	10	7
Community & Social Services Occupations	21	1,178	333	8 <del>4</del> 8	125	344	148	325	51	162	6	13
Counselors, Social Workers, Other Cmnty./Soc. Svcs. Workers	21.10	1,137	318	818	113	331	146	320	20	154	6	13
Religious Workers	21.20	40	15	25	12	13	2	5	~	7	0	0
Legal Occupations	23	767	7.4	223	28	154	00	29	7	31		6
Lawyers, Judges, & Related Workers	23.10	87	37	20	31	33	e	7	က	2	0	S
Legal Support Workers	23.20	210	37	173	27	121	2	22	4	56	-	4
Education, Training, & Library Occupations	22	1,064	263	801	171	402	25	218	77	159	80	22
Postsecondary Teachers	25.10	142	47	95	28	43	=======================================	56	7	24	-	2
Primary, Secondary & Special Education Teachers	25.20	209	42	167	22	92	12	44	2	25	က	က
Other Teachers & Instructors	25.30	308	96	213	75	124	12	53	7	27	2	တ
Librarians, Curators, & Archivists	25.40	38	17	21	13	15	2	0	_	သ	<del></del>	-
Other Education, Training, & Library Occupations	25.90	364	61	303	33	125	20	93	7	78	-	7

									Company of the owner, where			
Characteristics of Job Seekers							Charles .	State of	State of Connecticut	icut		
Occupation	SOC	Total Job Seekers	Total Male	Total Female	White Male	White Female	Black Male	Black Female	Hispanic Male	Hispanic Female	Other Male	Other Female
Arts. Design. Entertainment. Sports. & Media Occupations	7.7	1,008	565	144	390	323	75	53	98	47	14	18
Art & Design Workers	27.10	404	208	196	136	156	32	17	37	15	က	80
Entertainers & Performers, Sports & Related Workers	27.20	274	172	101	114	59	23	18	28	19	7	2
Media & Communication Workers	27.30	232	122	109	86	80	10	=	1	13	က	2
Media & Communication Equipment Workers	27.40	98	63	35	42	28	10	7	10	0	-	0
Healthcare Practitioners & Technical Occupations	29	1,655	317	1,335	183	746	73	322	84	233	13	*
Health Diagnosing & Treating Practitioners	29.10	622	112	209	99	331	21	88	20	73	5	17
Health Technologists & Technicians	29.20	906	166	738	96	380	40	197	22	145	80	16
Other Healthcare Practitioners & Technical Occupations	29.90	127	39	88	21	35	12	37	9	15	0	-
Healthcare Sunnort Occupations	31	3.590	326	3,261	102	983	156	1,421	61	818	7	39
Nursing, Psychiatric, & Home Health Aides	31,10	2,315	190	2,122	20	513	88	1,080	40	203	2	22
Occupational & Physical Therapist Assistants & Aides	31.20	57	17	40	7	29	9	7	4	4	0	0
Other Healthcare Support Occupations	31.90	1,214	119	1,095	45	441	52	333	17	304	2	17
Protective Service Occupations	33	725	230	194	218	53	198	2	<del>2</del>	25	10	3
First-Line Supervisors/Mars. of Protective Service Workers	33.10	7	2	2	2	0	2	-	-	-	0	0
Fire Fighting & Prevention Workers	33.20	23	23	0	16	0	က	0	es.	0	_	0
Law Enforcement Workers	33.30	86	9/	21	43	6	15	9	17	9	<del>-</del>	0
Other Protective Service Workers	33.90	969	426	170	157	44	178	9/	83	47	φ	က
Food Prenaration & Serving Related Occupations	35	3.569	1.883	1,684	730	915	675	394	425	327	53	48
Supervisors of Food Preparation & Serving Workers	35.10	386	291	95	174	54	62	21	44	15	11	2
Cooks & Food Preparation Workers	35.20	1,317	843	473	274	206	353	141	198	115	18	7
Food & Beverage Serving Workers	35.30	1,149	346	802	165	499	86	154	71	129	12	20
Other Food Preparation & Serving Related Workers	35.90	714	401	313	117	156	161	78	112	29	1	12
Building & Grounds Cleaning & Maintenance Occupations	37	2,756	2,228	527	1,167	198	272	112	774	212	15	5
Supervisors of Bldg./Grounds Cleaning & Maintenance Workers	37.10	26	44	12	18	5	80	က	17	4	-	0
Building Cleaning & Pest Control Workers	37.20	798	398	400	136	109	125	102	134	185	က	4
Grounds Maintenance Workers	37.30	1,875	1,768	106	1,010	83	139	7	809	15	Ξ	-
Personal Care & Service Occupations	39	1,333	313	1,019	125	417	26	317	84	270	7	15
Supervisors of Personal Care & Service Workers	39.10	17	ω	6	2	7	-	_	2	-	0	0
Animal Care & Service Workers	39.20	38	12	56	∞	23	2	0	2	2	0	-
Entertainment Attendants & Related Workers	39.30	102	64	38	41	18	7	2	16	10	0	ည
Funeral Service Workers	39.40	12	7	2	3	_	-	0	က	4	0	0
Personal Appearance Workers	39.50	154	33	120	4	74	7	17	19	25	က၊	4
Transportation, Tourism, & Lodging Attendants	39.60	78	9	10	4	က	9	S	4	2	0	0 1
Other Personal Care & Service Workers	39.90	964	164	800	53	286	69	288	<del>2</del> 9	221	4	ဂ

Characteristics of Job Seekers								State of	State of Connecticut	icut		
Occupation	SOC	Total Job Seekers	Total Male	Total Female	White Male	White Female	Black Male	Black Female	Hispanic Male	Hispanic Female	Other Male	Other Female
Sales & Related Occupations	41	4,851	2,103	2,743	1,308	1,199	429	742	309	743	22	23
Supervisors of Sales Workers	41.10	241	120	121	72	89	23	23	20	53	2	-
Retail Sales Workers	41.20	2,841	875	1,962	402	710	256	617	183	588	34	47
Sales Representatives, Services	41.30	1,006	631	374	482	251	83	44	26	71	10	œ
Sales Representatives, Wholesale & Manufacturing	41.40	348	244	104	189	29	30	20	21	14	4	က
Other Sales & Related Workers	41.90	411	232	179	163	103	37	38	29	38	က	0
Office & Administrative Support Occupations	43	8,970	2,639	6,327	1,084	3,339	877	1,607	613	1,261	65	120
Supervisors of Office & Administrative Support Workers	43.10	115	28	87	6	52	80	18	10	14	-	က
Communications Equipment Operators	43.20	29	10	19	9	=======================================	2	22	2	3	0	0
Financial Clerks	43.30	772	149	622	71	387	45	119	24	101	6	15
Information & Record Clerks	43.40	3,395	785	2,608	361	1,153	256	836	145	585	23	34
Material Recording, Scheduling, Dispatch/Distribution Workers	43.50	1,855	1,367	488	475	195	208	132	364	148	20	13
Secretaries & Administrative Assistants	43.60	1,315	47	1,268	30	799	က	243	13	204	<del></del>	22
Other Office & Administrative Support Workers	43.90	1,482	251	1,230	131	739	55	253	54	205	1	33
Farming, Fishing, & Forestry Occupations	45	222	149	73	52	37	12	4	83	31	2	-
Supervisors of Farming, Fishing, & Forestry Workers	45.10	က	-	2	-	2	0	0	0	0	0	0
Agricultural Workers	45.20	198	129	69	45	33	=	4	71	31	2	_
Fishing & Hunting Workers	45.30	8	00	0	_	0	_	0	9	0	0	0
Forest, Conservation, & Logging Workers	45.40	13	#	2	5	2	0	0	9	0	0	0
Construction & Extraction Occupations	47	6,500	6,248	251	4,133	125	883	42	1,156	75	99	6
Supervisors of Construction & Extraction Workers	47.10	55	53	2	44	_	4	0	4	1	-	0
Construction Trades Workers	47.20	5,050	4,874	175	3,257	88	681	32	830	46	46	œ
Helpers, Construction Trades	47.30	354	343	1	172	2	99	2	101	4	4	0
Other Construction & Related Workers	47.40	686	932	22	629	28	134	7	155	22	14	0
Extraction Workers	47.50	52	46	9	31	2	80	-	9	2	_	_
Installation, Maintenance, & Repair Occupations	49	2,352	2,227	123	1,293	51	370	20	541	920	23	2
Supervisors of Installation, Maintenance, & Repair Workers	49.10	20	20	0	17	0	2	0	-	0	0	0
Electrical & Electronic Equipment Mechanics, Installers	49.20	186	177	80	106	4	37	2	32	-	2	-
Vehicle & Mobile Equipment Mechanics, Installers, Repairers	49.30	650	621	28	398	16	72	5	145	9	9	<del></del>
Other Installation, Maintenance & Repair Occupations	49.90	1,491	1,404	87	772	31	259	13	358	43	12	0

											)	The same of
Characteristics of Job Seekers						A STATE OF THE PARTY OF THE PAR	1	State of	State of Connecticut	cut		
Occupation	SOC	Total Job Seekers	Total Male	Total Female	White Male	White Female	Black Male	Black Female	Hispanic Male	Hispanic Female	Other Male	Other Female
Production Occupations	54	4,154	2,882	1,267	1,470	401	534	196	752	605	126	65
Supervisors of Production Workers	51.10	92	7.1	21	54	80	က	4	13	80	-	-
Assemblers & Fabricators	51.20	732	322	410	132	98	79	54	95	234	19	27
Food Processing Workers	51.30	195	105	06	33	31	38	29	56	24	2	9
Metal Workers & Plastic Workers	51.40	1,549	1,320	227	758	85	188	28	303	102	71	12
Printing Workers	51.50	89	99	23	38	80	15	2	12	=	-	2
Textile, Apparel, & Furnishings Workers	51.60	168	64	103	10	32	22	17	56	48	9	9
Woodworkers	51.70	111	103	00	80	2	80	-	13	-	2	-
Plant & System Operators	51.80	65	22	80	38	2	9	0	=	9	2	0
Other Production Occupations	51.90	1,149	773	374	321	134	175	09	256	170	21	10
Transportation & Material Moving Occupations	53	6,217	4,568	1,648	1,979	565	1,333	375	1,181	089	75	28
Supervisors of Transportation & Material Moving Workers	53.10	40	33	7	14	4	13	-	2	2	-	0
Air Transportation Workers	53.20	14	7	7	2	5	_	0	4	2	0	0
Motor Vehicle Operators	53.30	2,922	2,067	854	944	346	610	222	473	274	40	12
Rail Transportation Workers	53.40	17	15	2	10	0	2	<del></del>	က	_	0	0
Water Transportation Workers	53.50	31	31	0	24	0	3	0	2	0	2	0
Other Transportation Workers	53.60	477	366	111	192	45	92	44	73	21	9	-
Material Moving Workers	53.70	2,684	2,032	652	788	160	809	106	610	371	26	15
Military Specific Occupations	52	62	65	14	35	7	4	2	11	S	2	0
Military Officer Special & Tactical Operations Leaders/Mgrs.	55.10	7	9	_	4	<del></del>	-	0	_	0	0	0
First-Line Enlisted Military Supervisors/Managers	55.20	9	ည	<del></del>	2	0	က	0	0	-	0	0
Military Enlisted Tactical Operations & Air/Weapon	55.30	99	54	12	29	9	7	2	16	4	2	0
Unknown/Unclassiffable Occupations	8	10,779	5,301	5,478	2,330	2,114	1,600	1,793	1,266	1,462	105	109
Unknown/Unclassifiable Occupations	99.90	10,779	5,301	5,478	2,330	2,114	1,600	1,793	1,266	1,462	105	109

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Characteristics of Job Seekers								Fairf	Fairfield County	ty		
Occupation	SOC	Total Job Seekers	Total Male	Total Female	White Male	White Female	Black Male	Black Female	Hispanic Male	Hispanic Female	Other Male	Other Female
Total - All Occupations	8	12,543	6,912	5,625	2,994	2,089	1,945	1,969	1,782	1,404	191	163
Management Occupations	11	1,203	649	554	478	358	63	88	83	98	22	21
Top Executives	11.10	29	46	13	34	10	5	1	9	2	-	0
Advertising, Marketing, Promotions, Public Rel. Occupations	11.20	334	184	150	157	121	6	თ	13	14	2	9
Operations Specialties Managers	11.30	309	141	168	94	66	9	34	19	28	10	7
Other Management Occupations	11.90	200	278	222	193	127	31	45	45	45	6	∞
Business & Financial Operations Occupations	13	570	307	262	216	173	41	43	29	28	21	18
Business Operations Specialists	13.10	226	119	106	79	9/	21	19	15	80	4	က
Financial Specialists	13.20	344	188	156	137	26	20	24	14	20	17	15
Computer & Mathematical Occupations	15	383	279	104	173	25	25	22	37	16	17	14
Computer Specialists	15.10	370	272	86	169	20	51	22	36	13	16	13
Mathematical Scientists	15.20	13	7	9	4	2	-	0		က	_	-
Architecture & Engineering Occupations	17	198	175	23	66	6	23	3	35	6	18	2
Architects, Surveyors, & Cartographers	17.10	23	18	2	2	2	-	0	10	2	2	-
Engineers	17.20	88	81	7	20	4	10	2	11	-	10	0
Drafters, Engineering, & Mapping Technicians	17.30	87	9/	=======================================	44	က	12	-	14	9	9	<del>-</del>
Life, Physical, & Social Science Occupations	19	98	51	35	33	15	2	7	4	11	6	2
Life Scientists	19.10	19	16	က	11	c,	0	0	က	0	2	0
Physical Scientists	19.20	20	12	80	7	4	0	0	0	3	2	-
Social Scientists & Related Workers	19.30	10	9	4	co	3	3		0	0	0	0
Life, Physical, & Social Science Technicians	19.40	37	17	20	12	2	2	9	-	∞	2	-
Community & Social Services Occupations	21	135	32	103	ტ	37	14	43	9	19	3	4
Counselors, Social Workers, Other Cmmty /Soc. Svcs. Workers	21.10	125	29	96	9	32	14	43	9	17	က	4
Religious Workers	21.20	10	က	7	က	Ω	0	0	0	2	0	0
Legal Occupations	23	99	12	54	11	32	-	80	0	12	0	2
Lawyers, Judges, & Related Workers	23.10	23	7	16	7	#	0	-	0	2	0	2
Legal Support Workers	23.20	43	2	38	4	21	<del></del>	7	0	10	0	0
Education, Training, & Library Occupations	25	206	20	156	28	48	16	0/	2	35	+	3
Postsecondary Teachers	25.10	21	9	15	က	2	က	S	0	ഹ	0	0
Primary, Secondary & Special Education Teachers	25.20	48	စ ဖွ	39	7 5	4 1	4 (	1 9	2 0	_ ^	<del>-</del> c	0 ,
Other Teachers & Instructors	25.30	L 4	27	44	<u> </u>	<u> </u>	٥ ٥	<u> </u>	n 0	2	0	0 0
Other Education Training & Library Occupations	25.90	62	7	25	4	11	es	30	0	14	0	0
The state of the s												

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Characteristics of Job Seekers								Fairf	Fairfield County	ty		
Occupation	SOC	Total Job Seekers	Total Male	Total Female	White Male	White Female	Black Male	Black Female	Hispanic Male	Hispanic Female	Other Male	Other Female
Arts, Design, Entertainment, Sports, & Media Occupations	77	278	163	114	105	80	33	15	23	14	2	S
Art & Design Workers	27.10	114	29	22	34	39	18	6	7	2	0	2
Entertainers & Performers, Sports & Related Workers	27.20	75	48	56	31	14	9	က	6	9	2	က
Media & Communication Workers	27.30	99	38	28	99	23	2	2	က	က	0	0
Media & Communication Equipment Workers	27.40	23	18	ວ	10	4	4	-	4	0	0	0
Healthcare Practitioners & Technical Occupations	53	267	64	218	26	89	12	11	7	43	4	6
Health Diagnosing & Treating Practitioners	29.10	92	20	75	13	44	4	18	-	80	2	2
Health Technologists & Technicians	29.20	153	25	128	#	43	8	49	4	32	2	4
Other Healthcare Practitioners & Technical Occupations	29.90	19	4	15	2	2	0	10	2	က	0	0
Healthcare Support Occupations	31	641	57	583	00	77	39	345	00	162	2	2
Nursing, Psychiatric, & Home Health Aides	31.10	436	31	404	2	33	23	266	9	103	0	2
Occupational & Physical Therapist Assistants & Aides	31.20	33	2	-	-	0	_	~	0	0	0	0
Other Healthcare Support Occupations	31.90	201	24	177	ວ	38	15	78	2	28	2	က
Protective Service Occupations	33	175	130	45	29	o	75	56	25	10	-	0
First-Line Supervisors/Mars. of Protective Service Workers	33.10	<del></del>	<b>-</b>	0	0	0	-	0	0	0	0	0
Fire Fighting & Prevention Workers	33.20	2	2	0	2	0	0	0	0	0	0	0
Law Enforcement Workers	33.30	12	10	2	4	~	_	-	S	0	0	0
Other Protective Service Workers	33.90	160	117	43	23	80	73	25	20	10	-	0
Food Preparation & Serving Related Occupations	35	537	305	231	82	87	127	64	88	75	7	S
Supervisors of Food Preparation & Serving Workers	35.10	53	42	=	21	-	∞	c,	10	9	က	_
Cooks & Food Preparation Workers	35.20	198	123	74	21	16	64	22	37	35	_	_
Food & Beverage Serving Workers	35.30	164	71	93	30	42	25	56	15	22	-	က
Other Food Preparation & Serving Related Workers	35.90	122	69	53	10	28	30	13	27	12	2	0
Building & Grounds Cleaning & Maintenance Occupations	37	591	524	29	162	12	69	18	290	36	3	-
Supervisors of Bldg./Grounds Cleaning & Maintenance Workers	37.10	11	6	2	က	0	2	<b>-</b>	4	-	0	0
Building Cleaning & Pest Control Workers	37.20	112	60	52	11	യവ	24	17	24 255	30	- 2	0 -
Clourds infanterialise workers	20:10	3		1 67		. 4	40		40	22	c	c
Personal Care & Service Occupations	38	184	51	133	57	40	QI.	14	2	10	7	9
Supervisors of Personal Care & Service Workers	39.10	-	<del>-</del> -	0	-	0	0 0	0 (	0 0	0 1	0 0	0 0
Animal Care & Service Workers	39.20	4 ;	ო ;	<del>-</del> (	<b>←</b> 1	0 0	<b>~</b> °	0 0	7 0		<b>&gt;</b> c	<b>-</b>
Entertainment Attendants & Related Workers	39.30	14	Ε,	. v		7	7	0 0	7 0		> <	<b>&gt;</b> 0
Funeral Service Workers	39.40	2 50		<del>-</del> -	- c	၁ ငု	) c	O 7	) c	- ~	o c	o +
Personal Appearance Workers	39.50	23.0	4 1	<u></u> 6	0 0	2 0	V U	- c	<b>4</b>	~ C	> <	- c
Transportation, Tourism, & Lodging Attendants Other December Canage & Caning Morters	39.60	131	74	107	0 (5)	34 0	၁ (၄	44	- m	27	2 0	2 0
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Characteristics of Job Seekers								Fairfi	Fairfield County	ty.		
Occupation	SOC	Total Job Seekers	Total Male	Total Female	White	White Female	Black Male	Black Female	Hispanic Male	Hispanic Fema <del>le</del>	Other Male	Other Female
Sales & Related Occupations	41	786	486	501	283	166	121	198	74	131	00	9
Supervisors of Sales Workers	41.10	45	27	18	13	9	7	ഹ	9	7	-	0
Retail Sales Workers	41.20	502	170	332	20	9/	73	157	42	94	5	5
Sales Representatives, Services	41.30	256	170	98	131	51	20	14	17	20	2	<b>-</b> -
Sales Representatives, Wholesale & Manufacturing	41.40	81	61	20	48	14	10	5	3	<del></del>	0	0
Other Sales & Related Workers	41.90	103	28	45	41	19	11	17	9	6	0	0
Office & Administrative Support Occupations	43	1,678	453	1,224	144	527	189	419	109	251	÷	27
Supervisors of Office & Administrative Support Workers	43.10	26	6	17	-	œ	က	9	S	3	0	0
Communications Equipment Operators	43.20	4	-	co	0	2	0	_	-	0	0	0
Financial Clerks	43,30	143	33	109	13	44	12	38	7	23	_	4
Information & Record Clerks	43.40	715	184	531	63	167	82	225	35	130	4	6
Material Recording, Scheduling, Dispatch/Distribution Workers	43.50	221	161	09	38	15	9/	23	45	18	2	4
Secretaries & Administrative Assistants	43.60	288	3	282	2	178	0	71	-	32	0	4
Other Office & Administrative Support Workers	43.90	280	62	218	27	112	16	22	15	45	4	9
Farming, Fishing, & Forestry Occupations	45	21	17	4	9	3	0	1	#	0	0	0
Agricultural Workers	45.20	16	12	4	5	3	0	-	7	0	0	0
Fishing & Hunting Workers	45.30	4	4	0	_	0	0	0	3	0	0	0
Forest, Conservation, & Logging Workers	45.40	-	-	0	0	0	0	0	4-	0	0	0
Construction & Extraction Occupations	47	857	829	28	388	8	187	4	250	13	4	က
Supervisors of Construction & Extraction Workers	47.10	10	10	0	∞	0	-	0		0	0	0
Construction Trades Workers	47.20	099	637	23	315	9	137	4	184	10	-	3
Helpers, Construction Trades	47.30	44	43	-	6	0	11	0	22	-	_	0
Other Construction & Related Workers	47.40	135	131	4	22	2	34	0	40	2	2	0
Extraction Workers	47.50	8	80	0	-	0	4	0	က	0	0	0
Installation, Maintenance, & Repair Occupations	49	452	429	23	162	9	106	1	154	15	7	-
Supervisors of Installation, Maintenance, & Repair Workers	49.10	က	က	0	cΩ	0	0	0	0	0	0	0
Electrical & Electronic Equipment Mechanics, Installers	49.20	35	33	2	#	0	12	0	10	-	0	-
Vehicle & Mobile Equipment Mechanics, Installers, Repairers	49.30	121	119	2	52	-	22	0	38	-	4	0
Other Installation, Maintenance & Repair Occupations	49.90	291	272	19	96	၃	69	-	104	13	က	0

SOC   Total Job   Total   Total   White   White   Black   Bl	Signature         Fairfield County         High Pairfield County         Fairfield County         High Pairfield County         High Pairfield County         High Pairfield County         Fairfield County         High Pairfield County         High Pairfield County         High Pairfield County         High Pairfield County         Mainfield County         High Pairfield County
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Table 314.40. Employees in degree-granting postsecondary institutions, by race/ethnicity, sex, employment status, control and level of institution, and primary occupation: Fall 2016

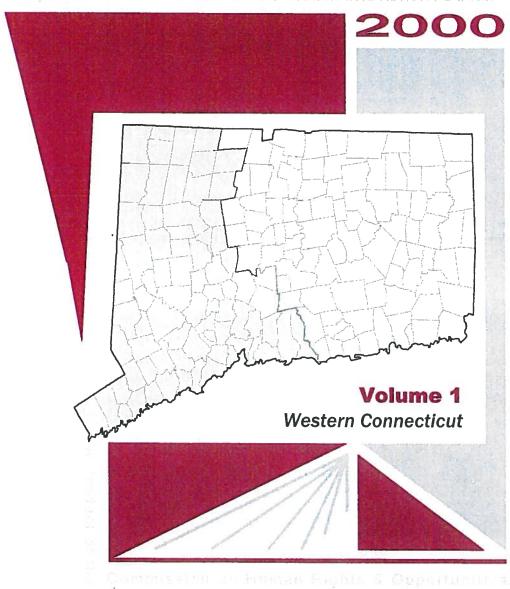
					Black, His	Black, Hispanic, Asian, Pacific Islander, American Indian/Alaska Native	Pacific Island	der, America	ın Indian/Ala	ıska Native	
Staff Title/Primary Occupation	Total	Total Male	Total Female	White	White Female	Black Male	Black Female	Hispanic Male	Hispanic Female	Asian/Pacific Islander	ic Islander
				O DIA						AIANHNPI MALE	AIANHNPI FEMALE
		109,672	139,855	89,071	107,252	9,367	16,579	6,028	9,200	5,206	6,824
MANAGEMENT	249,527	44.0%	56.0%	35.7%	43.0%	3.8%	9.9'9	2.4%	3.7%	2.1%	2.7%
VT 11 D ATL 1 A LKO 100 THY O DE	1 403 567	707,027	696,540	560.574	538,658	42,018	63,598	36,905	37,762	67,530	56,522
PROFESSIONAL/FACULTY	1,403,307	50.4%	49.6%	39.9%	38.4%	3.0%	4.5%	2.6%	2.7%	4.8%	4.0%
BUSINESS & FINANCIAL	0.17	53,676	146,836	39,802	103,419	5,189	18,333	4,735	13,390	3,950	11,694
OPERATOINS	200,512	26.8%	73.2%	19.9%	51.6%	2.6%	%1.6	2.4%	6.7%	2.0%	5.8%
COMPUTERS,	711 007	128,779	83,115	97,212	57,169	7,957	6,772	9,233	6,074	14,377	13,100
ENGINEERING & SCIENCE	711,094	%8.09	39.2%	45.9%	27.0%	3.8%	3.2%	4.4%	2.9%	6.8%	6.2%
COMMUNITY, SOCIAL SERVICE, LEGAL, ARTS,	970 000	75,749	94,319	58,468	69,628	9,290	11,345	5,304	8,538	2,687	4,808
DESIGN, ENTERTAINMENT, SPORTS & MEDIA	1 /0,068	44.5%	55.5%	34.4%	40.9%	5.5%	6.7%	3.1%	2.0%	1.6%	2.8%
HEALTHCARE	106 563	29,668	76,895	19,852	52,420	2,770	9,467	2,323	6,076	4,723	8,932
TECHNICIANS	100,003	27.8%	72.2%	18.6%	49.2%	2.6%	8.9%	2.2%	5.7%	4.4%	8.4%
LIBRARIANS, CURATORS &		115,149	122,832	85,863	89,511	6,170	9,366	8,835	10,568	14,281	13,387
ARCHIVISTS	737,701	48.4%	51.6%	36.1%	37.6%	2.6%	3.9%	3.7%	4.4%	6.0%	5.6%
STUDENT AND ACADEMIC AFFAIRS AND OTHER	168,127	54,105	114,022	38,892	80,786	6,849	16,389	5,318	10,785	3,046	6,062
EDUCATION SERVICES		32.2%	67.8%	23.1%	48.1%	4.1%	9.7%	3.2%	6.4%	1.8%	3.6%

SOURCE: U.S. Department of Education, National Center for Education Statistics, Integrated Postsecondary Education Data System (IPEDS), Spring 2017, Human Resources component, Fall Staff section. (This table was prepared December 2017.)

Total         Total         Total         White Male         Female           177,544         120,190         57,354         98,497         47,552           150,243         82,163         68,080         63,068         52,653           155,745         74,065         81,680         54,980         60,572           155,745         47,6%         52.4%         35.3%         38.9%           94,408         40,877         53,531         32,045         41,149           17,224         21,424         14,113         17,058           174,6%         55.4%         36.7%         44.6%           62,925         62,044         47,623         45,984	Table 315.20. Full-time faculty in degree-gran	me faculty	in degree-g	ranting post	secondary ins	stitutions, by	race/ethnicity	ting postsecondary institutions, by race/ethnicity, sex, and academic rank: Fall 2016	lemic rank:	Fall 2016		
Total Total Female White Male Female  177,544 67.7% 32.3% 55.5% 26.8% 150,243 82,163 68,080 63,068 52,653 155,745 74,065 81,680 54,980 60,572 155,745 47.6% 52.4% 35.3% 38.9% 94,408 43.3% 56.7% 33.9% 41,149 94,408 43.3% 56.7% 33.9% 43.6% 17,224 21,424 14,113 17,058 124,969 62,925 62,044 47,623 45,984						Black, Hi	ispanic, Asian,	Pacific Islander	, American Ir	ndian/Alaska ]	Native	
Total Male Female White Male Female Female 120,190 57,354 98,497 47,552 150,243 68,080 63,068 52,653 54.7% 45.3% 42.0% 35.6% 155,745 47.6% 35.3% 35.9% 40,877 53,531 32,045 41,149 94,408 43.3% 56.7% 33.9% 41,149 17,224 21,424 14,113 17,058 124,969 62,925 62,044 47,623 45,984	Academic		Total	Total							Asian/Pacific Islander	fic Islander
177,544         120,190         57,354         98,497         47,552           150,243         67,7%         32.3%         55.5%         26.8%           150,243         68,080         63,068         52,653           155,745         74,065         81,680         54,980         60,572           155,745         74,065         81,680         54,980         60,572           94,408         40,877         53,531         32,045         41,149           94,408         43,3%         56.7%         33.9%         43.6%           17,224         21,424         14,113         17,058           44.6%         55.4%         36.5%         44.1%           62,925         62,044         47,623         45,984	Rank/Title	Total	Male	Female	White Male	White Female	Biack Male	Black Female	Hispanic Male	Hispanic Female	AIANHNPI MALE	AIANHNPI FEMALE
150,243 82,163 68,080 63,068 52,653 150,243 54.7% 45.3% 42.0% 35.0% 155,745 47.6% 52.4% 35.3% 38.9% 17,224 21,424 14,113 17,058 124,969 62,925 62,044 47.6% 35.4% 36.5% 44.1%	3	177 544	120,190	57,354	98,497	47,552	4,054	2,817	3,966	2,263	13,673	4,722
150,243         82,163         68,080         63,068         52,653           155,745         54.7%         45.3%         42.0%         35.0%           155,745         74,065         81,680         54,980         60,572           94,408         47.6%         52.4%         35.3%         38.9%           94,408         43.3%         56.7%         33.9%         41,149           17,224         21,424         14,113         17,058           44.6%         55.4%         36.5%         44.1%           124.969         62,925         62,044         47,623         45,984	Froiessor	1//,244	67.7%	32.3%	55.5%	26.8%	2.3%	1.6%	2.2%	1.3%	7.7%	2.7%
155,745         54.7%         45.3%         42.0%         35.0%           155,745         74,065         81,680         54,980         60,572           47.6%         52.4%         35.3%         38.9%           94,408         40,877         53,531         32,045         41,149           43.3%         56.7%         33.9%         43.6%           17,224         21,424         14,113         17,058           44.6%         55.4%         36.5%         44.1%           124.969         62,925         62,044         47,623         45,984	Associate	150.043	82,163	68,080	63,068	52,653	4,316	4,775	3,866	3,242	10,913	7,410
155,745         74,065         81,680         54,980         60,572           94,408         40,877         53,531         38,9%         41,149           94,408         43,3%         56,7%         33,9%         43,6%           17,224         21,424         14,113         17,058           44.6%         55,4%         36,5%         44,1%           124,969         62,925         62,044         47,623         45,984	Professor	130,243	54.7%	45.3%	42.0%	35.0%	2.9%	3.2%	2.6%	2.2%	7.3%	4.9%
133,43     47.6%     52.4%     35.3%     38.9%       94,408     40,877     53,531     32,045     41,149       40,877     56.7%     33.9%     43.6%       17,224     21,424     14,113     17,058       44.6%     55.4%     36.5%     44.1%       124.969     62,925     62,044     47,623     45,984	Assistant	156 746	74,065	81,680	54,980	60,572	4,211	6,932	3,960	4,178	10,914	9,998
94,408       40,877       53,531       32,045       41,149         43.3%       56.7%       33.9%       43.6%         17,224       21,424       14,113       17,058         44.6%       55.4%       36.5%       44.1%         62,925       62,044       47,623       45,984	Professor	133,743	47.6%	52.4%	35.3%	38.9%	2.7%	4.5%	2.5%	2.7%	7.0%	6.4%
34,400       43.3%       56.7%       33.9%       43.6%         38,648       17,224       21,424       14,113       17,058         44.6%       55.4%       36.5%       44.1%         62,925       62,044       47,623       45,984		04 400	40,877	53,531	32,045	41,149	2,592	4,627	3,270	4,013	2,970	3,742
38,648     17,224     21,424     14,113     17,058       44.6%     55.4%     36.5%     44.1%       124.969     62,925     62,044     47,623     45,984	Instructor	94,408	43.3%	56.7%	33.9%	43.6%	2.7%	4.9%	3.5%	4.3%	3.1%	4.0%
50,040 44.6% 55.4% 36.5% 44.1% 62,925 62,044 47,623 45,984		30 640	17,224	21,424	14,113	17,058	873	1,139	1,051	1,434	1,187	1,793
124 969 62,925 62,044 47,623 45,984	recurer	30,040	44.6%	55.4%	36.5%	44.1%	2.3%	2.9%	2.7%	3.7%	3.1%	4.6%
	i d	020 101	62,925	62,044	47,623	45,984	3,082	5,135	2,973	3,297	9,247	7,628
50.4% 49.6% 38.1% 36.8%	Other Facuity	124,309	50.4%	49.6%	38.1%	36.8%	2.5%	4.1%	2.4%	2.6%	7.4%	6.1%

SOURCE: U.S. Department of Education, National Center for Education Statistics, Integrated Postsecondary Education Data System (IPEDS), Spring 2014, Spring 2016, and Spring 2017 Human Resources component, Fall Staff section. (This table was prepared December 2017.)

FOR EQUAL EMPLOYMENT OPPORTUNITY & AFFIRMATIVE ACTION PLANNIN



# CONNECTICUT OCCUPATIONAL STATISTICS OF THE CIVILIAN LABOR FORCE

For Equal Employment Opportunity
And Affirmative Action Planning

2000 Census of Population and Housing Special EEO Tabulation

A Product of the:

Connecticut Commission on Human Rights and Opportunities

Prepared by the:

Connecticut Department of Labor
Office of Research

Revised February 2005

2000

Connecticut

Occupational

Statistics

STATE OF CONNECTICUT

# for Equal Employment Opportunity and Affirmative Action Planning 2000 Census of Population and Housing - Special EEO Tabulation

### Statewide

	T-4-1 A11	Civil	Tot	tal bor Force	1	N	Wh on-His	ite spanic		Black Non-Hispa	
Occupation	Total All Races *	Male	%	Female	%	Male	%	•	%	Male	%
Total Civilian Labor Force	1,757,139	918,028	52.2	838,344	47.7	744,504	42.4	664,879	37.8	62,231	3.5
MGMT., BUSINESS, & FIN. OCCS. (110000)	269,675	159,068	59.0	110,547	41.0	144,195	53.5	96,010	35.6	5,010	1.9
Management Occupations (110001)	175,185	112,949	64.5	62,224	35.5	102,780	58.7	55,135	31.5	3,058	1.7
Top Executives (111000)	34,085	27,181	79.7	6,908	20.3	25,440	74.6	6,360	18.7	430	1:3
Chief Executives (111011)	21,345	17,743	83.1	3,604	16.9	16,790	78.7	3,435	16.1	205	1.0
General & Operations Mgrs. (111021)	12,395	9 224	74.4	3,169	25.6	8,450	68.2	2,840	22.9	225	1.8
Legislators (111031)	345	214	62.0	135	39.1	200	58.0	85	24.6	0	0.0
Advert., Marketing., Promo., Pub. Rel. (112000)	23,610	13,866	58.7	9,735	41.2	12,820	54.3	8,820	37.4	360	1.5
Advertising & Promotions Mgrs. (112011)	1,495	659	44.1	832	55.7	620	41.5	820	54.8	10	G. 7
Marketing & Sales Mgrs. (112020)	21,120	12.774	60.5	8,345	39.5	11,790	55.8	7,495	35 5	335	1.6
Public Relations Mgrs. (112031)	995	433	43.5	558	56.1	410	41.2	505	50.8	15	1.5
Operations Specialties Mgrs. (113000)	42,525	25,851	60.8	16,668	39.2	23,445	55.1	14,575	34.3	744	1.
Administrative Services Mgrs. (113011)	1,635	1,040	63.6	594	36.3	965	59.0	535	32.7	20	1:
Computer & Info. Systems Mgrs. (113021)	6,010	4,245	70.6	1,763	29.3	3,855	64.1	1,620	27.0	120	2
Financial Managers (113031)	18,790	10,618	56.5	8.163	43.4	9,705	51.6	7,145	38 0	219	1.
Human Resources Mgrs (113040)	6,100	2,630	43.1	3,473	56.9	2,170	35.6	3,045	49 9	240	3
Industrial Production Mgrs. (113051)	4,675	3,684	788	990	21.2	3,415	73.0	815	17.4	65	1,
Purchasing Managers (113061)	2,955	1,680	56.9	1,275	43.1	1,600	54.1	1,045	35.4	20	0
Transp., Storage, & Dist. Mgrs. (113071)	2,360	1,954	82.8	410	17.4	1,735	73.5	370	15.7	60	2
Other Management Occupations (119000)	74,965	46,051	61.4	28,913	38.6	41,075	54.8	25,380	33.9	1,524	2
Farm, Ranch, & Other Agric Mgrs. (119011)	975	679	69.6	300	30.8	545	55 9	280	28.7	35	3
Farmers & Ranchers (119012)	1,265	995	78.7	275	21.7	985	77,9	265	20.9	0	C
Construction Managers (119021)	7,480	7,083	94.7	398	5.3	6,720	898	360	4.8	99	1
Education Administrators (119030)	9,935	4,158	41.9	5,779	58.2	3,695	37.2	5,060	50.9	265	2
Engineering Managers (119041)	2 360	2.214	93 8	145	6.1	2,000	84.7	145	6.1	40	1
Food Service Managers (119051)	7,820	4,873	62.3	2,944	37.6	3,835	49 0	2,530	32 4	160	2
Funeral Directors (119061)	580	509	87.8	70	12.1	455	78.4	70	12.1	35	6
Gaming Managers (119071)	385	228	59 2	154	40.0	220	57.1	135	35.1	0	(
Lodging Managers (119081)	865	454	52.5	410	47.4	340	39 3	325	37.6	45	
Medical & Health Services Mgrs (119111)	6,200	1,834	29.6	4,358	70.3	1,650	26.6	3,905	63 0	60	
Natural Sciences Managers (119121)	360	250	69.4	110	30.6	200	55.6	160	27.8	0	(
Postmasters & Mail Superintendents (119131)	275	175	63 6	105	38.2	165	60.0	95	34.5	0	(
Prop., Real Est., & Comm. Assoc. Mgrs. (119141)	4,475	2,675	59.8	1,798	40.2	2,410	53 9	1,610	36 0	100	
Social & Community Service Managers (119151)	3,550	1,109	31.2	2,438	68 7	880	24.8		56.8	190	
Managers, All Other (119199)	28,440	18,815			33.9	16,975	59.7	7.0	29.8	495	
Business & Financial Oper. Occs. (130001)	94,490	46,119			51.1	41,415					
Business Operations Specialists (131000)	45,645	20,718			54.6	18,410			46.2	933	
Agents & Bus, Mgrs. of Artists, Etc. (131011)	455	210			52.7	190			48.4	10	
Purch. Agts & Buyers, Farm Prod. (131021)	80	40			50.0	40				0	
Whsle & Ret. Buyers, Exc. Farm Prod. (131022)	2,805	1,223			56.6	1,115					
Purch, Agts, Exc. Whsle, Ret., Etc. (131023)	4,015	1,887				1,725					
Claims Adj., Appr., Examiners, & Invest. (131030)	6,275	2,134				1,865					
Compliance Officers, Exc. Agri., Etc. (131041)	1,445	724				590					
Cost Estimators (131051)	1.205	1,074				1,060					
Human Res. Training. & Labor Rel. Spec. (131070)	12,900	4,408				3,825					
Logisticians (131081)	450	267									
Management Analysts (131111)	12,235	7,304		•		6,540					
Meeting & Convention Planners (131121)	705	115									
Other Business Operations Specialists (1311XX)	3,075	1,332				170		7.1			
Financial Specialists (132000)	48,845										
Accountants & Auditors (132011)	27,965	13,848	49.5	5 14,114	50.5	12,445	44.5	11,825	42.3	664	. :

for Equal Employment Opportunity and Affirmative Action Planning 2000 Census of Population and Housing - Special EEO Tabulation

			2	000 Cen	sus	of Popu	latio	n and H	ousi	ing - Special EEO Tabulation
										Statewide
Non-Hispa	Hispanic in Any Race No			spanic		• "				
Female	<u></u> .	Male	%	Female	%	Male	%	Female	<u>%</u>	Occupation
76,358	4.3	70,774	4.0	63,532	3.6	40,519	2.3	33,575	1.9	Total Civilian Labor Force
6,910	2.6	4,448	1.6	3,678	1.4	5,415	2.0	3,949	1.5	MGMT., BUSINESS, & FIN. OCCS. (110000)
<i>3,173</i> 290	1.8	<b>3,276</b> 575	1.9	1,870	1.1	3,835	2.2	2,046	1.2	Management Occupations (110001)
60	0.9	285	1.7	135	0.4	736	22	123	0.4	Top Executives (111000)
200	1.6	290	1.3	50 65	0.2	463	2.2	59 64	0.3	Chief Executives (111011)
30	8.7	250	0.0	20	5.8	259	2.1	64	0.5	General & Operations Mgrs. (111021)
334	1.4	282	1.2	223	0.9	14 404	4.1 1.7	0	0.0	Legislators (111031)
4	0.3	14	0.9	4	0.3	15		358 4	1.5	Advertising & Promotions Mars. (112000)
285	13	260	1.2	215	1.0	389	1.0	350	0.3	Advertising & Promotions Mgrs. (112011)
45	4.5	8	0.8	4	0.4	0	0.0	4	0.4	Marketing & Sales Mgrs. (112020)
910	2.1	875	2.1	528	1.2	787				Public Relations Mgrs. (112031)
0	0.0	35	2.1	34	2.1	20	1.9	655 25	1.5 1.5	Operations Specialties Mgrs. (113000)
70	1.2	85	1.4	19	0.3	185	3.1	54		Administrative Services Mgrs. (113011)
480	2.6	315	1.7	230	12	379	2.0	308	0.9 1.6	Computer & Info, Systems Mgrs. (113021) Financial Managers. (113031)
215	3.5	140	2.3	120	2.0	80	1.3	93	1.5	Human Resources Mgrs. (113040)
45	1.0	140	3.0	45	1.0	64	14	85	1.8	Industrial Production Mgrs. (113051)
75	2.5	45	1.5	65	2.2	15	0.5	90	3.0	Purchasing Managers (113061)
25	1.1	115	4.9	15	0.6	44	1.9	0	0.0	Transp., Storage, & Dist. Mgrs. (113071)
1,639	2.2	1,544	2.1	984	1.3	1,908	2.5	910	12	Other Management Occupations (119000)
0	0.0	65	6.7	20	2:1	34	3.5	0	0.0	Farm, Ranch, & Other Agric, Mgrs. (119011)
0	0.0	10	0.8	10	0.8	0	0.0	0	0.0	Farmers & Ranchers (119012)
20	0.3	185	2.5	4	0.1	79	1.1	14	02	Construction Managers (119021)
395	4.0	120	1.2	195	2.0	78	0.8	129	1.3	Education Administrators (119030)
0	00	85	3.6	0	0.0	89	3.8	0	0.0	Engineering Managers (119041)
115	1.5	365	4.7	135	1.7	513	6.6	164	2.1	Food Service Managers (119051)
0	0.0	15	2.6	0	0.0	4	0.7	0	0.0	Funeral Directors (119061)
0	0.0	0	0.0	15	3 9	8	2.1	4	1.0	
20	2.3	4	0.5	0	0.0	65	7.5	65	7.5	Lodging Managers (119081)
244	3.9	50	0.8	95	1.5	74	1.2	114	1.8	Medical & Health Services Mgrs. (119111)
0	0.0	0	0.0	0	0.0	50	13.9	10	2.8	5 2 7
0	0.0	10	3.6	10	3.6	0	0.0	0	0.0	,
90	2.0	130	2.9	60	1.3	35	0.8	38	0.8	Prop., Real Est., & Comm. Assoc. Mgrs. (119141)
260	7.3	35	1.0	110	3.1	4	0.1	53	1.5	
495	1.7	470	1.7	330	1.2	875	3.1	319	1.1	
3,737	4.0	1,172	1.2	1,808	1.9	1,580	1.7		2.0	- , , ,
2,098	4.6	555	1.2	962	2.1	820	18		1.7	
10	22	0	0.0	0	0.0	10	2.2		22	
10	12.5	0	0.0	0	0.0	0	0.0		0.0	
94	3.4	29	1.0	80	2.9	39	1.4		0.9	, , , , , , , , , , , , , , , , , , , ,
95	2.4	34	0.8	34	0.8	48	1.2		0.8	
470	7.5	40	0.6	145	2.3	54	0.9		1.8	
35	2.4	45	3 1	25	1.7	19	1.3		48	
0	0.0	10	0.8	0	0.0	4	0.3		1.7	
860	67	160	1.2	400	3 1	153	1.2		2.1	, ,
4	0.9	8	1.8	8	1.8	0	0.0		22	
325	2.7	190	1.6	120	1.0	430	3.5		0.9	. ,
10	1.4	0	0.0	30	4.3	0	0.0		2.7	, , ,
185	6.0	39	1.3	120	3.9	63	2.0		2.9	
1,639	3.4	617	1.3	846	1.7	760	1.6		2.3	
985	3.5	335	1.2	485	1.7	404	1.4		29	
10	0.7	A	0.2	0	0.0	40	0.7	•	0.0	Assertance & Assertance of Device and Assertance

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Appraisers & Assessors of Real Estate (132021)

# for Equal Employment Opportunity and Affirmative Action Planning 2000 Census of Population and Housing - Special EEO Tabulation

### Statewide

	Total Ali	Civili	Tot ian Lai	al bor Force		N	Wh on-His		Black Non-Hispanic		
Occupation	Races *	Male	%	Female	%	Male	%	Female	%	Male	%
Physical Scientists (192000)	€ 465	4 242	35 <del>8</del>	2,215	34.3	3,460	53 5	1 564	24 2	20	03
Astronomers & Physicists (192010)	195	169	86 7	25	12 8	155	795	25	128	0	0 0
Almospheric & Space Scientists (192021)	80	70	87 5	4	50	70	87 5	4	50	0	0.0
Chemists & Materials Scientists (192030)	2 445	1,605	65 6	644	345	1,375	56 2	605	247	Ū	0.0
Environ Scientists & Geoscientists (192649)	745	573	76 9	165	22.1	550	73 8	155	20 8	0	0.0
Physical Scientists All Other (192099)	3 000	1 825	60.8	1,177	39.2	1.310	43 7	775	25 8	20	0.7
Social Scientists & Related Workers (193000)	6 165	2749	44 6	3,400	55 2	2 540	41.2	3 110	50 4	57	0.9
Economists (193011)	346	235	69 1	100	29.4	205	60 3	80	23.5	0	0.0
Market & Survey Researchers (195920)	1 705	813	47 7	889	52.1	785	460	775	45 5	4	0.2
Psychologists (193030)	3 410	1,235	36.2	2.178	63.9	1.110	32 6	2 030	59 5	35	1.0
Urban & Regional Planners (195051)	295	204	69 2	84	28.5	190	64.4	60	27 1	10	3.4
Misc. Soc Scientists, Incl. Sociologists (1930XX)	415	262	63.1	149	35.9	250	60.2	145	349	8	19
Life, Physical, & Soc Science Techs (194000)	3 355	1,863	55.5	1,483	44 2	1,490	44 4	1,155	34 4	94	2 8
Agric & Food Science Technicians (194511)	195	131	67.2	59	30.3	80	410	45	23 1	4	2 1
Biological Technicians (194021)	140	85	<b>6€</b> 7	60	429	70	50 9	50	35.7	0	0.0
Chemical Technicians (194031)	1 110	798	719	309	27 8	620	55 9	190	17.1	5C	4.5
Geological & Petroleum Technicians (194041)	60	45	75 0	15	25 0	45	75 0	15	25 0	G	0.0
Misc Life, Phy. & Soc Sci. Techs (1940XX)	1 850	804	43.5	1,040	56 2	675	36.5	855	46 2	40	22
Community & Social Services Occs. (210001)	27,980	9,800	35.0	18,176	65.0	7,190	25.7	13,020	46.5	1,574	5.6
Counselors, Soc. Workers, & Others (211000)	23 000	6 472	28 1	16,523	718	4.420	19.2	11 555	50 2	1,329	5.8
Counselors (211010)	8 660	2 865	33 1	5.794	66.9	2 055	23 7	4.355	50 3	565	6.5
Social Workers (211020)	10,910	2,408	22 1	8,494	77.9	1,530	140	5.860	53 7	519	4.8
Misc Comm & Soc. Serv Specialists (211090)	3 4 3 0	1 199	35.0	2,235	65 2	835	24 3	1 340	39 1	245	7.1
Religious Workers (212000)	4 980	3.329	66 8	1,653	33.2	2 770	55 6	1,465	29 4	245	4.9
Clergy (212011)	3 590	2,909	810	679	18.9	2 445	68 1	600	16.7	205	5 7
Directors, Religious Activities & Educ (212021)	355	100	28 2	254	71.5	100	28 2	250	70.4	0	00
Religious Workers, All Other (212099)	1.035	319	30.8	720	69 6	225	217	615	59 4	40	3 9
Legal Occupations (230001)	23,460	12,475	53.2	10,995	46.9	11,725	50.0		40.9	340	1.4
Lawyers Judges & Related Workers (231000)	15 575	11 221	720	4,351	27 9	10,650	68.4	3 795	24 4	250	16
Lawyers (231011)	14 610	10 702	73.3	3,908	26 7	10.176	69 6	3,420	23 4	225	15
Judges, Magistrates, & Other Jud. Wrkrs (231020)	965	519	53.8	443	45.9	480	49.7	375	38.9	25	26
Legal Support Workers (232000)	7 885	1 254	15 9	5,644	84.3	1.075	13 6		73.4	90	1.1
Paralegals & Legal Assistants (232011)	5.560	460	83	5.104	918	390	7.0		80.4	30	0.5
Miscellaneous Legal Support Workers (232090)	2 325	794	34 2	1.540	66 2	685	29.5		568	60	25
Education, Training, & Library Occs. (250001)	110,685	28,877	26.1	81,783	73.9	24,895	22.5		64.7		1.3
Postsecondary Teachers (251000)	16.010	8 284	51.7	7,736	48.3	6.590	412	6,255	39.1	440	2.7
Primary Sec. & Special Ed. Teachers (252000)	65 730	15 198	23 1	50,510	768	13 965	21 2		70 G		0.9
Preschool & Kindergarten Teachers (252010)	7,100	219	3.1		968	95	1.3		82.5		0.5
Elementary & Middle School Teachers (252020)	42 280	9.095	21.5		78.5	8,305	19 6		719		10
Secondary School Teachers (252030)	12 785	5 389	42 2		57 8	5,135	49 2		53 3		0.9
Special Education Teachers (252040)	3 565	495			85.9	430	12 1		818		1 1
Other Teachers & Instructors (253000)	9 155	2 933			67.9	2,530	27 6		58 7		17
Librarians, Curators, & Archivists (254)00)	5 145	1,988			79.0	865	16.8		70 8		1.5
Archivists, Curators, & Museum Techs (254010)	805	309			62.0	255	31 7		54.0		
Librarians (254021)	3 445	474			86.2	375	10 9		77 6		0 (
Library Technicians (254031)	895	3(5			66.3	235	26 3		59 8		
Other Educ Training & Library Occs (259000)	14 645	1,374			90 5	230 945			70 2		
	13 885	1 084			92.1	710	5 1		70.9		
Learnar Assistante (754.01)	13 000										
Teacher Assistants (259041) Other Educ Training & Library Mickes (2590XX)	720	268	20.0	# 271							
Other Educ , Training & Library Wrkrs (2590XX)	760 38 310	295				235	30 9				
	760 <b>38,310</b> 15 780	295 20,177 7 238	52.7	18,059	47.1	235 <i>18,080</i> 6 6 10	47.2	? 16,360	42.7	823	2.

# for Equal Employment Opportunity and Affirmative Action Planning 2000 Census of Population and Housing - Special EEO Tabulation

Statewide

	Black Non-Hispa	nic		Hispa in Any	Race		N	All Of on-His	spanic		Otatewide
	Female	%	Male	%	Female	%	Male	%	Female	%	Occupation
	53	0 8	113	17	134	21	649	100	464	72	Physical Scientists (192000)
	0	0 0	4	2 1	0	00	10	5 1	€	0.0	Astronomers & Physicists (192010)
	0	0.0	C	0.0	0	0.0	0	0.0	Û	0.0	Atmospheric & Space Scientists (192021)
	4	02	45	1 8	75	3 1	135	7 <del>6</del>	160	6,5	Chemists & Materials Scientists (192030)
	0	0.0	4	0.5	10	1.3	19	26	5	0.0	Environ Scientists & Geoscientists (192040)
	49	1.6	60	2.0	49	1.6	435	145	304	10.1	Physical Scientists All Other (192099)
	80	1.3	44	0.7	79	13	108	18	131	21	Social Scientists & Related Workers (193900)
	0	0.0	15	4.4	10	29	15	44	10	29	Economists (193911)
	25	15	4	0 2	24	1.4	29	12	65	3.3	Market & Survey Researchers (193020)
	55	1.6	25	0.7	45	13	65	19	48	14	Psychologists (193030)
	0	0.0	0	0 0	0	0.0	4	1 4	4	1.4	Urban & Regional Planners (193051)
	0	00	0	0.0	0	0.0	4	10	4	1.0	Misc Soc Scientists Incl Sociologists (1930XX)
	150	4 5	94	2 8	95	28	135	5.5	83	25	Life, Physical & Soc Science Techs (194000)
	0	0.0	35	17 9	10	5 1	12	6 2	4	21	Agric & Food Science Technicians (194011)
	0	00	Đ	0 0	0	0.0	15	10.7	19	7.1	Biological Technicians (194021)
	65	59	45	4 1	35	3 2	53	7 5	19	17	Chemical Technicians (194031)
	0	0.0	0	0.0	0	0.0	0	0 0	0	0.0	
	85	4.6	14	8 0	50	27	75	4 1	50	27	Misc Life Phy & Soc Sci. Techs. (1940XX)
	3,015	10.8	<b>6</b> 69	2.4	1,764	6.3	367	1.3	377	1.3	,
	2,950	12 8	570	2 5	1 705	7.4	153	0 7	313	1 4	A18803 57 19 19 10 10
	960	11 1	175	20	450	46	70	8 0	79	09	Counselors (211010)
	1,515	13 9	305	2 8	965	8.8	54	0 5	154	14	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1
	475	13 8	60	26	340	9 G	29	8.0	80	23	Section 18 Control of Control of Control
	65	13	66	20	59	12	214	4 3	64	13	
	35	10	85	2 4	14	0.4	174	48	30	03	
	6	0.0	0	0 0	0	0.0	0	0.0	4	11	
	30	29	14	14	45	4.3	49	3 9	36	29	
	634	2.7	114	0.5		2.0	296		306	1.3	
	249	1.6	65	0.4	155	10	256	16	152	10	2 000 0 0
	205	1.4	65	0.4	145	10	242	17	138	09	5) 5
	44	4.6	0	0.0		10	14		14	15	V-C)
	385	49	49	0.6		40	40		154	2.0	,
	305	5.5	25	0.4	220	40	15		109	20	,
	80	3.4	24	16		41	25		45	19	
	4,218	3.8	1, 184	1.1		3.4	1,344			2.1	
	399	2.5	385	2.4		2.5	869			4.2	
	1 909 465	29	419	0.6		25	209			1.4	
		6.5 2.7	74	10		57	10			20	3
	1,139 245		225	0.5		23	155			1.5	• 22
	69	19	95 25	97 07		1 <del>0</del>	44			1.0 0.7	
							114				
	385	4 2 2 9	130 50			2.5	114 98			26	
	150					18				34	
	20 95	2.5	0			0.0	19			5.5	
	35	28 39	30 25			2 ĉ	69 10				
	1,375	94	200			0.4	10			21	
	1,375	97	175			9 2 9 7	54			18	
	30	39	25				44				
	480	1.3	712				10 <i>562</i>				
1	190	1.3	225								
1	39	09	<b>2</b> 25				193 24				. , ,
	3.3	va	40	1 3	, 30	i U	24	u e	- 32	-1 (	Pullage a Melated Malutel 9 (21 10 (0)

2000

Connecticut

Occupational

Statistics

FAIRFIELD County

for Equal Employment Opportunity and Affirmative Action Planning 2000 Census of Population and Housing - Special EEO Tabulation

	Total All			bor Force			Whi lon-His	Black Non-Hispanic			
Occupation	Races *	Male		Female	<u> </u>	Male		Female	%	Male	<u>%</u> .
Physical Scientists (192000)	1,155	757	65.5	398	34.5	645	55.8	280	24.2	4	0.3
Astronomers & Physicists (192010)	40	40	100.0	0	0.0	40	100.0	0	0.0	0	0.0
Atmospheric & Space Scientists (192021)	20	20	100.0	0	0.0	20	100.0	0	0.0	0	0.0
Chemists & Materials Scientists (192030)	485	264	54.4	219	45.2	205	42.3	125	25.8	0	0.0
Environ, Scientists & Geoscientists (192040)	170	150	88.2	20	11.8	150	88.2	20	11,8	0	0.0
Physical Scientists, All Other (192099)	440	283	64.3	159	36.1	230	52.3	135	30.7	4	09
Social Scientists & Related Workers (193000)	2 285	1,011	44.2	1,274	55.8	930	40.7	1,150	50,3	4	0.2
Economists (193011)	205	154	75.1	50	24.4	140	68.3	40	19.5	0	0.0
Market & Survey Researchers (193020)	990	480	48.5	510	51.5	460	46.5	425	42.9	0	0.0
Psychologists (193030)	935	288	30.8	644	68.9	245	26 2	615	65.8	0	0.0
Urban & Regional Planners (193051)	110	65	59.1	50	45.5	65	59.1	50	45.5	0	0.0
Misc. Soc. Scientists, Incl. Sociologists (1930XX)	45	24	53.3	20	44.4	20	44.4	20	44.4	4	8.9
Life, Physical, & Soc Science Techs. (194000)	595	321	53.9	263	44.2	180	30.3	190	31.9	44	7.4
Agric & Food Science Technicians (194011)	70	54	77.1	14	20.0	25	35.7	0	0.0	0	0.0
Biological Technicians (194021)	10	0	0.0	10	100.0	0	0.0	10	100.0	0	0.0
Chemical Technicians (194031)	270	184	68.1	79	29.3	80	29.6	40	14.8	40	14.8
Geological & Petroleum Technicians (194041)	0	0	0.0	160	0.0	0	0.0	0	0.0	0	0.0
Misc. Life, Phy., & Soc. Sci. Techs. (1940XX)	245 5 805	83	33.9	160	65 3	75	30.6	140	57.1	205	1.6
Community & Social Services Occs. (210001)  Counselors, Soc Workers, & Others (211000)	<i>5,895</i> 4,535	<i>2,190</i> 1,212		<i>3,687</i> 3,314	<i>62.5</i> 73.1	1,470 730	24.9 16.1	<i>2,480</i> 2.140	<i>42.1</i> 47.2	<i>385</i> 320	<i>6.5</i> 7.1
Counselors (211010)	1.795	554	26 7 30 9	1,235	68.8	385	21.4	865	48.2	120	6.7
Social Workers (211020)	2,160	470		1,689	78.2	240	11.1	1,135	52.5	145	67
Misc Comm. & Soc. Serv. Specialists (211090)	580	188	32.4	390	67.2	105	18.1	140	24.1	55	9.5
Religious Workers (212000)	1,360	978		373	27.4	740		340	25 0	65	4.8
Clergy (212011)	1,040	880		164	15.8	685		160	15.4	55	5.3
Directors, Religious Activities & Educ (212021)	115	20		94	81.7	20		90	78.3	0	0.0
Religious Workers, All Other (212099)	205	78			56.1	35		90	43.9	10	4.9
Legal Occupations (230001)	7,760	4,812			37.9	4,570			32.2	79	1.0
Lawyers, Judges, & Related Workers (231000)	6,020	4.554		,	24.3	4.335		,	21.3	75	1.2
Lawyers (231011)	5,715	4,389			23.2	4.195		1.200	21.0	60	1.0
Judges, Magistrates, & Other Jud, Wrkrs (231020)	305	165		135	44.3	140			27.9	15	4.9
Legal Support Workers (232000)	1,740	258			85.2	235			69.8	4	0.2
Paralegals & Legal Assistants (232011)	1,240	54			95.9	50			79.4	0	0.0
Miscellaneous Legal Support Workers (232090)	500	204		8	58 8	185			46.0	4	0.8
Education, Training, & Library Occs. (250001)	26,115	6,057			76.7	5,320				284	1.1
Postsecondary Teachers (251000)	2.440	1,229			49.3	1.030			42 8	75	3.1
Primary, Sec. & Special Ed. Teachers (252000)	16 850	3,673	21.8	13,163	78.1	3 370	20.0	A 195	71.4	159	0.9
Preschool & Kindergarten Teachers (252010)	2,040	55			97.3	25				10	0.5
Elementary & Middle School Teachers (252020)	10,955	2,325		8.618	78.7	2,125				115	1.0
Secondary School Teachers (252030)	3.095	1,249			59.7	1,190				30	1.0
Special Education Teachers (252040)	760	44			93.8	30				4	0.5
Other Teachers & Instructors (253000)	2,130	638	30.0	1,488	69.9	530				20	0.9
Librarians, Curators, & Archivists (254000)	1,165	249	21.4	921	79.1	185	15.9	885			0.0
Archivists, Curators, & Museum Techs (254010)	130	64	49.2	. 65	50.0	45					0.0
Librarians (254021)	875	130	14.9	748	85.5	95	10.9	730			0.0
Library Technicians (254031)	160	55	34.4	108	67.5	45	28.1	100	62.5	0	0.0
Other Educ., Training, & Library Occs. (259000)	3,530	268				205					0.8
Teacher Assistants (259041)		244			92.6	185					0.9
(2000)	3,370	244	100						00.0		
Other Educ , Training & Library Wrkrs (2590XX)	3,370 160	24				20					
			15.0	135	84.4		12.5	115	71.9	0	0.0
Other Educ., Training, & Library Wrkrs (2590XX)	160	24	1 15.0 1 <i>50</i> .3	) 135 3 <i>6,644</i>	84.4 49.2	20	12.5 9 45.5	115 6,059	71.9 44.8	0 228	0.0

for Equal Employment Opportunity and Affirmative Action Planning 2000 Census of Population and Housing - Special EEO Tabulation

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											raimed County
1)	Black			Hispa				All O			
1	Non-Hispa			0/		on-His	•	0/	O a support to a		
	Female	<u>"</u>				<u>%</u> .	Male	%	Female	%	Occupation
	4	0.3	18	1,6	29	2.5	90	7.8	85	7.4	Physical Scientists (192000)
	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Astronomers & Physicists (192010)
	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Atmospheric & Space Scientists (192021)
	4	0.8	14	2.9	25	5.2	45	9.3	65	13.4	Chemists & Materials Scientists (192030)
	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Environ. Scientists & Geoscientists (192040)
	0	0.0	4	0 9	4	0.9	45	10.2	20	4.5	Physical Scientists, All Other (192099)
	10	0.4	24	1,1	20	0.9	53	2.3	94	4.1	Social Scientists & Related Workers (193000)
	0	0.0	10	4.9	0	0.0	4	2.0	10	4.9	Economists (193011)
	10	1,0	0	0.0	20	2.0	20	2.0	55	5.6	Market & Survey Researchers (193020)
	0	0.0	14	1.5	0	0.0	29	3.1	29	3.1	Psychologists (193030)
	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Urban & Regional Planners (193051)
	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Misc. Soc. Scientists, Incl. Sociologists (1930XX)
	35	5.9	44	7.4	24	4.0	53	8 9	14	2.4	Life, Physical, & Soc Science Techs. (194000)
	0	0.0	25	35.7	10	14.3	4	5.7	4	5.7	Agric. & Food Science Technicians (194011)
	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Biological Technicians (194021)
	25	9.3	19	7.0	4	1.5	45	16.7	10	3.7	Chemical Technicians (194031)
	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Geological & Petroleum Technicians (194041)
	10	4.1	0	0.0	10	4.1	4	1.6	0	0.0	Misc, Life, Phy., & Soc, Sci, Techs (1940XX)
	724	12.3	198	3.4	430	7.3	137	2.3	53	0.9	Community & Social Services Occs. (210001)
	710	15.7	124	2.7	415	9.2	38	0.8	49	1.1	Counselors, Soc. Workers, & Others (211000)
	250	13.9	45	2.5	105	5.8	4	02	15	0.8	Counselors (211010)
	315	14.6	55	2.5	205	9.5	30	1.4	34	1.6	Social Workers (211020)
	145	25 0	24	4.1	105	18.1	4	0.7	0	0.0	Misc. Comm. & Soc. Serv. Specialists (211090)
1	14	1.0	74	5.4	15	1,1	99	7.3	4	0.3	
1	4	0.4	60	5.8	0	0.0	80	7.7	0	00	Clergy (212011)
	0	0.0	0	0.0	0	0 0	0	0.0	4	3.5	
	10	4 9	14	6.8	15	7.3	19	9.3	0	0.0	
	245	3.2	19	0.2	130	1.7	144	1.9	68	0.9	
	100	1.7	15	0.2	55	0.9	129	2.1	20	03	• • • • • • • • • • • • • • • • • • • •
	60	1.0	15	0.3	45	0.8	119	2.1	20	0.3	
	40	13.1	0	0.0	10	3.3	10	3.3	0	0.0	
	145	8.3	4	0.2	75	4.3	15	0.9	48	28	
	110	8 9	4	0.3	60	4.8	0	0.0	34	2.7	
	35	7.0	0	0.0	15	3.0	15	3.0	14	2.8	
	1,111	4.3	181			3.0	272	1.0		2.0	
	45	1.8	24			1.8	100	4.1	69	2.8	
	554	3.3	85			1.7	59	0.4	295	1.8	
	185	9.1	20			4.2	0	0.0		2.9	50 40
	270	2.5	30			1.5	55	0.5		1.9	
	95	3:1	25			1.0	4	0.1	28	0.9	
	4	0.5	10			1.8	0	0.0		0.0	
	69	3.2	44			2.6	44	2:1	54	2.5	• • • • • • • • • • • • • • • • • • • •
	18	1.5	10			1.2	54	4.6		0.3	
	10	7.7	0			0.0	19			0.0	
	4	0.5	0			1.1	35			0.5	,
	4	2.5	10			2.5	0			0.0	
	425	12.0	18			10.6	15			2.9	, , , , , , , , , , , , , , , , , , , ,
	405	120	14			11:1	15			3.1	
	20	12.5	4			0.0	0			0.0	
	127	0.9	270			2.0	154				
1	55	1.0	110			1.6	61				
11	0	0.0	35	2.6	20	1.5	12	0.9	28	2.1	Artists & Related Workers (271010)

## for Equal Employment Opportunity and Affirmative Action Planning 2000 Census of Population and Housing - Special EEO Tabulation

Occupation	Total All	Civil Male	Tot ian La %	tal bor Force Female		N Male	Wh on-His	Black Non-Hispanic Male %			
	Races*				%		%		<u>%</u>		%
SERVICE OCCUPATIONS (310000)	58,190	27,706	47.6	30,380	52.2	15,364	26.4	16,283	28.0	3,328	5.7
Healthcare Support Occupations (310001)	8,175	945	11.6	7,224	88.4	435	5.3	3,040	37.2	250	3.1
Nursing, Psych., & Home Health Aides (311000)	5,755	540	9.4	5.209	90.5	215	3.7	1,575	27.4	155	2.7
Nursing, Psych., & Home Health Aides (311010)	5,75 <del>5</del>	540	9.4	5,209	90.5	215	3.7	1,575	27.4	155	2.7
Occ. & Phys. Therapist Assists & Aides (312000) Occ. Therapist Assistants & Aides (312010)	90	20	22.2	70	77.8	10	11.1	55	61.1	10	11:1
Physical Therapist Assistants & Aides (312020)	10 80	0	0.0	10	100.0	0	0.0	10	100.0	0	0.0
		20 385	25.0	60	75.0	10	12.5	45	56.3	10	12.5
Other Healthcare Support Occupations (319000)  Massage Therapists (319011)	2,330 295	70	16.5 23.7	1,945 224	83.5 75.9	210 60	9.0 20.3	1,410 180	60.5 61.0	85 0	3.6 0.0
Dental Assistants (319091)	605	10	1.7	593	98.0	0	0.0	395	65.3	0	0.0
Med Assist. & Other Health Supp. Occs (31909X)	1,430	305	21.3	1,128	78.9	150	10.5	835	58.4	85	5 9
Protective Service Occupations (330001)	6,965	5,962	85.6	974			62.1	585	8.4		
First Line Super Mgr., Protective Serv. Wrkr (331000)	915	885	96.7		14.0	4,325	76.5		0.0	808	11.6
First-Line Super //Mgrs. of Correct, Offrs (331011)	55	50	90.9	24	7.3	700		0		80	87
First-Line Super Mgrs of Police & Det (331012)	310	305	98.4	0	0.0	20	36.4 83.9	0	0.0	30	54.5
First-Line Super.//Mgrs. of Fire Fighters (331021)	205	205	100 0	0	0.0	260		0	0.0	15 15	4.8
Super., Protect. Serv. Wrkrs, All Other (331099)	345	325	94 2		5.8	190	92.7	0			7.3 5.8
Fire Fighting & Prevention Workers (332000)	1,095	1,069	97.6	20 20	1.8	230	66.7	0	0.0	20	
		1.00				860	78,5	20	1.8	79 75	7.2
Fire Fighters (332011)	1,025 70	1,010	98 5	10	1.0	805	78.5	10	1.0	75	7.3
Fire Inspectors (332020)  Law Enforcement Workers (333000)	2.060	59 1,770	84.3 85.9	10 293	14.3	55	78 6	10	14.3	405	5.7
Bailiffs, Correctional Officers & Jailers (333010)	280	165	58 9		14.2	1,330	64.6	155	7.5	195	9.5
Detectives & Criminal Investigators (333021)	275	245		119	42.5	60	21.4	30	10.7	50	17.9
Police Officers (333050)	1,495	1,350	89 1	144	10.9	225	81.8	10	3.6	0	0.0
Misc. Law Enforcement Workers (3330XX)	1,450	10	90.3	0	9.6	1,035	69 2 100 0	115	7.7	145	9.7
Other Protective Service Workers (339000)	2,895	2.238	77.3	637	22.0	10 1,435	49.6	410	0 0 14 2	454	15.7
Animal Control Workers (339011)	2,033 60	30	50.0	30	50.0	30	50.0	30	50.0	454	0.0
Private Detectives & Investigators (339021)	90	75	83.3	15	16.7	75	83.3	15	16.7	0	0.0
Sec. Guards & Gaming Surv. Officers (339030)	2.095	1.745	83.3	344	16.4	1,010	48 2		7.6	420	20.0
Crossing Guards (339091)	165	98	59.4	59	35.8	90	54.5		21.2	420	20.0
Lifeguards & Other Prot. Serv. Wrkers (33909X)	485	290	59.8	189	39 0	230	47.4	170	35.1	30	6.3
Food Prep. & Serving-Rel. Occupations (350001)	14,870	7,829	52.6			3,925	26.4		31.3	915	6
Supervisors, Food Prep & Serv. Wrkrs (351000)	2 295	1,669	72.7	608	26.5	1.040	45.3	•	17.6	190	8.
Chefs & Head Cooks (351011)	1,340	1,170	87.3	164	12.2	755	56.3		10.1	130	9.1
First-Line Super /Mgrs. of Food Workers (351012)	955	499	52 3	444	46.5	285	29 8		28.3	60	6.3
Cocks & Food Preparation Workers (352000)	4.755	2.909	61.2	1,842		1,045	22.0		18.5	460	9.
Cooks (352010)	3,310	2,169	66 1	1,124	34.0	730	22.1		15.3	365	11.0
Food Preparation Workers (352021)	1,445	720	49.8			315	21.8		26.0		6.
Food & Beverage Serving Workers (353000)	5,930	2,206	37.2			1,480	25.0		46.3		2
Bartenders (353011)	655	434				380	58 0		28.2		0
Comb Food Prep/Serv., Incl. Fast Food (353021)	850	319				155	18.2				5
Counter Attend , Café , Food Conc , Etc. (353022)	525	199				145	27.6				
Waiters & Waitresses (353031)	3,540	1,160				765	21.6				2.
Food Servers, Non-restaurant (353041)	360	94				35	9.7				
Other Food Prep. & Serv. Rel. Workers (359000)	1,890	1,045				360	19.0				
Dishwashers (359021)	555	500				85	15.3				
Hosts/Hostesses, Rest., Lounge, Etc. (359031)	325	40				30	9.2				
Misc. Food Prep & Serving Rel. Workers (3590XX)	1,010	505				245	24.3				
Bldng & Grounds Cleaning & Maint. Occs. (370001)	16,645	10,677				5,115					
Super., Bldng & Grnds Clean & Maint. Wrkrs (37 1000)	990	810		27200		520	52.5				
First-Line SupruMgrs. of Housekeeping Etc. (371011)	485	315				155	32.0				
First-Line Supr./Mgrs. of Landscaping Etc. (371012)	505	495				365					

# for Equal Employment Opportunity and Affirmative Action Planning 2000 Census of Population and Housing - Special EEO Tabulation

ė.											Fairneid County
1	Black			Hispa			All Other				
Į.	Non-Hispa			in Any		B/		Non-Hispanic % Female % O			
	Female	<u></u> .	Male	%	Female	%	Male		Female	<u>%</u>	Occupation
	5,972	10.3	7,413	12.7	6,287	10.8	1,601	2.8	1,838	3.2	SERVICE OCCUPATIONS (310000)
	2,699	33.0	155	1.9	1,000	12.2	105	1.3	485	5.9	Healthcare Support Occupations (310001)
	2,470	42.9	95	1,7	720	12.5	75	1.3	444	7.7	Nursing, Psych., & Home Health Aides (311000)
	2,470	42.9	95	1,7	720	12,5	75	1.3	444	7.7	Nursing, Psych., & Home Health Aides (311010)
	15	16.7	0	0.0	0	0.0	0	0.0	0	0.0	Occ. & Phys. Therapist Assists & Aides (312000)
	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Occ. Therapist Assistants & Aides (312010)
	15	18.8	0	0.0	0	0.0	0	0.0	0	0.0	Physical Therapist Assistants & Aides (312020)
	214	9.2	60	2.6	280	12.0	30	1.3	41	1.8	Other Healthcare Support Occupations (319000)
	14	4.7	10	3.4	20	6.8	0	0.0	10	3.4	Massage Therapists (319011)
	40	6.6	10 40	1.7	150	24.8	0	0.0	8	1,3	Dental Assistants (319091)
	160 <b>277</b>	11.2 4.0	689	9.9	110	7.7	30	2.1	23	1.6	Med. Assist. & Other Health Supp. Occs (31909X)
		0.4	95	104	104	1.5 2.2	140	2.0	8	0.1	
	4	7.3	95	0.0		0.0	10	1.1	0		First-Line Super /Mgr., Protective Serv. Wrkr (331000)
	0	0.0		9.7	0	0.0	0	0.0	0	0.0	First-Line Super //Mgrs. of Correct. Offrs (331011)
	0	0.0	30	0.0	0	0.0	0	0.0	0	0.0	
		0.0	65	18.8		5.8			0		First-Line Super./Mgrs of Fire Fighters (331021)
	0	0.0	110	10.0	20 0	0.0	10 20	2.9 1.8	0	0.0	
	0	0.0	110	10.7	0	0.0	20	2.0	0	0.0	,
	0	0.0	0	0.0	0	0.0	0	0.0	0	00	r2 • • • •
	115	5.6	225	10.9	19	0.9	20	1.0	4	0.2	,
	70	25.0	55	19.6	19	6.8	0	0.0	0	0.0	, ,,,,
	20	7.3	20	7.3	0	0.0	0	0.0	0	0.0	
	25	1.7	150	10.0	0	0.0	20	1.3	4	0.3	the state of the s
	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	
	158	5.5	259	8.9	65	2.2	90	3.1	4	0.1	, ,
	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	`,
	0	0.0	0	0 0	0	0.0	0	0.0	0	0.0	
	150	7.2	245	11:7	30	1.4	70	3.3	4	0.2	3 (*****)
	4	2.4	4	2.4	20	12.1	0	0.0	0	0.0	
	4	0.8	10	2:1	15	3.1	20	4.1	0	0.0	
	824	5.5	2,254	15.2		7.9	735	4.9		2.4	
	95	4.1	280	12.2	60	2.6	159	6.9	48	2.1	
	15	1:1	160	119	0	0.0	125	9.3	14	1.0	
	80	8.4	120	12.6	60	6.3	34	3.6	34	3.6	
	329	6 9	1,095	23.0	545	11.5	309	6.5	88	1.9	
	204	6.2	825	24.9	365	11:0	269	8:1	50	1.5	
	125	8.7	270	18.7	180	12.5	40	2.8	38	2.6	Food Preparation Workers (352021)
	325	5.5	379	6.4	434	7.3	187	3.2	202	3 4	Food & Beverage Serving Workers (353000)
	0	0.0	40	6.1	0	0.0	14	2.1	29	4.4	Bartenders (353011)
	65	7.6	85	10.0	50	5.9	34	4.0	20	2.4	Comb Food Prep/Serv., Incl. Fast Food (353021)
	10	1.9	29	5.5	55	10.5	15	2.9	24	4.6	Counter Attend., Café., Food Conc., Etc. (353022)
	160	4.5	205	5.8	300	8.5	120	3 4	109	3.1	Waiters & Waitresses (353031)
	90	25.0	20	5.6	29	8.1	4	1:1	20	5.6	Food Servers, Non-restaurant (353041)
	75	4.0	500	26.5	130	6.9	80	4.2	14	0.7	Other Food Prep. & Serv. Rel. Workers (359000)
	20	3 6	365	65.8	0	0.0	35	6.3	0	0.0	Dishwashers (359021)
	0	0.0	0	0.0	45	13.8	0	0.0	14	4.3	Hosts/Hostesses, Rest., Lounge, Etc. (359031)
	55	5.4	135	13.4	85	8.4	45	4.5	0	0.0	Misc. Food Prep & Serving Rel. Workers (3590XX)
	840	5.0	4,035			15.7	507			3.4	Bldng & Grounds Cleaning & Maint. Occs. (370001)
	60	6.1	220			7.1	20			0.4	
1	60	12.4	110			14.4	20				, , ,
	0	0.0	110	21.8	0	0.0	0	0.0	0	0.0	First-Line Supr./Mgrs. of Landscaping. Etc. (371012)

# for Equal Employment Opportunity and Affirmative Action Planning 2000 Census of Population and Housing - Special EEO Tabulation

Occupation	Total All Races *	Civil Male	Tot ian La %	tal bor Force Female	%	N Male	Wh on-His	ite spanic Female	%	Black Non-Hisp Male	
Building Cleaning & Pest Control Workers (372000)	10,510	4,949	47.1	5.559	52.9	2,240	21.3	1,700	16.2	845	8.0
Maids & Housekeeping Cleaners (372012)	5,040	674	13.4	4,359	86.5	130	2.6	1,330	26.4	145	2.9
Janitors & Building Cleaners (37201X)	5,355	4,160	77.7	1,200	22.4	2,035	38 0	370	6.9	675	12.6
Pest Control Workers (372021)	115	115	100.0	0	0.0	75	65 2	0	0.0	25	21.7
Grounds Maintenance Workers (373000)	5,145	4.918	95.6	220	4.3	2,355	45.8	205	4.0	125	2.4
Grounds Maintenance Workers (373010)	5,145	4,918	95.6	220	4.3	2,355	45.8	205	4.0	125	2.4
Personal Care & Service Occupations (390001)	11,535	2,293	19.9	9,230	80.0	1,564	13.6	6,059	52.5	335	2.9
Super., Personal Care & Service Workers (391000)	665	325	48.9	345	51.9	265	39.8	250	37.6	0	0.0
First-Line Super /Mgrs. of Gaming Workers (391010)	180	150	83.3	35	19.4	140	77.8	35	19.4	0	0.0
First-Line Super Mgrs. of Pers. Serv. Wrkrs (391021)	485	175	36.1	310	63.9	125	25.8	215	44.3	0	0.0
Animal Care & Service Workers (392000)	450	98	20.4	378	78.8	50	10.4	360	75.0	10	2.1
Animal Trainers (392011)	90	4	4.4	85	94.4	0	0.0	85	94.4	0	0.0
Non-farm Animal Caretakers (392021)	390	94	24.1	293	75.1	50	12.8	275	70.5	10	2.6
Entert Attendants & Related Workers (393000)	650	400	61.5	248	38.2	295	45.4	144	22.2	40	6.2
Gaming Services Workers (393010)	70	30	42.9	33	47.1	30	42.9	4	5.7	0	0.0
Motion Picture Projectionists (393021)	25	25	100.0	0	0.0	10	40.0	0	0.0	0	0.0
Ushers, Lobby Attend , & Ticket Takers (393031)	150	130	86.7	20	13.3	90	60.0	10	6.7	10	6.7
Misc Entertainment Attend & Rel Wrkrs (393090)	405	215	53.1	195	48.1	165	40.7	130	32.1	30	7.4
Funeral Service Workers (394000)	20	20	100 0	0	0.0	20	100.0	0	0.0	0	0.0
Personal Appearance Workers (395000)	2.615	558	21.3	2,053	78.5	405	15 5	1.475	56.4	65	2.5
Barbers (395011)	260	230	88.5	30	11.5	125	48.1	20	7.7	65	25 0
Hairdressers, Stylists & Cosmetologists (395012)	2 015	324	16.1	1,694	84.1	280	13.9	1,210	60.0	0	
Misc. Personal Appearance Workers (395090)	340	4	1.2	329	96.8	200	00		72.1	_	0.0
Transp., Tourism. & Lodging Attendants (396000)	535	104	19.4	434	81.1	59		245		0	0.0
Baggage Porters, Bellhops, & Concierges (396010)	40	24	60.0	15	37.5	4	110	330	61.7	35	6.5
Tour & Travel Guides (396020)	55	20	36.4	34	61.8	20		15	37.5	10	25.0
Transportation Attendants (396030)	440	60	13.6	385	87.5	35	36.4 8.0	30	54.5	0	0.0
Other Personal Care & Service Workers (399000)	6.570	788	12.0	5,772	87.9	470	7.2	285	64.8	25	5.7
Child Care Workers (399011)	4.790	215	4.5	4.574	95.5		25	3 500	53.3	185	2.8
Personal & Home Care Aides (399021)	610	85	13.9	519	85.1	120 45	7.4	2,640	55.1	50	1.0
Recreation & Fitness Workers (399030)	950	373	39.3	575	60.5	225		235	38.5	40	6.6
Residential Advisors (399041)	115	35	30.4	79	68.7		23.7	535	56.3	70	7.4
Pers. Care & Serv. Workers, All Other (399099)	105	80	76.2	79 25		25	21.7	65	56.5	10	8.7
SALES & RELATED OCCUPATIONS (410000)	56,565	31,340	55.4	25,186	23.8	55	52.4	25	23.8	15	14.3
Supervisors, Sales Workers (411000)	12.255	7.871		4,379	44.5	25,980	45.9	18,535	32.8	1,873	3.3
First-Line Super Mgrs. of Ret. Sales Wrkrs (411011)	8.195	5.152	64 2 62.9	3.045	35.7 37.2	6,500	53.0	3,490	28.5	394	3 2
First-Line Sup.iMgrs., Non-Ret Sales Wrkrs (411012)	4,060	2,719	67.0		32.9	4,095	50.0	2,325	28.4	274	3.3
Retail Sales Workers (412000)	20.925	8.710	41.6		58.4	2,405	59.2	1,165	28.7	120	3.0
Cashiers (412010)	8 125					6,080	29.1	7,485	35.8	1,009	4.8
Counter & Rental Clerks (412021)	485	2,489	30.6		69.4	1,300	16.0		32.9	445	5.5
Parts Salespersons (412022)		215	44.3		56.5	135	27.8		36.1	50	10.3
Retail Salespersons (412022)	155	153	98.7		0.0	130	83 9	0	0.0		9.7
Sales Representatives, Services (413000)	12,160	5,853	48.1		51.8	4.515	37.1		38.2		4.1
	12,310	8,675	70.5		29.4	7,985	64 9		25 6		1.7
Advertising Sales Agents (413011)	1,550	865	55.8		43.8	855	55.2		39.4	0	0.0
Insurance Sales Agents (413021)	1,745	1,175	67.3		32.7	1,090	62.5		29.8		
Securities, Comm., & Fin, Serv. Sales Agts (413031)	5,520	4.650	84.2		15.8	4.195	76.0		13.0		
Travel Agents (413041)	660	55	8.3		91.7	55	8.3		80.3		
Sales Reps, Services, All Other (413099)	2,835	1,930	68.1	899	31.7	1,790	63.1		27.2		2.8
Sales Reps, Wholesale & Manufacturing (414000)	5,225	3,593	68.8	•	31.2	3.235			26.8		
Sales Reps, Wholesale & Manufacturing (414010)	5,225	3,593	68.8	•	31.2	3,235		7.27	26.8		
Other Sales & Related Workers (419000)	5,850	2 491	42.6		57.1	2,180		50	51.5		
Models, Demonstrators, & Prod Promoters (419010)	160	70	43.8	95	59.4	55	34.4	70	43 8	0	0.0

# for Equal Employment Opportunity and Affirmative Action Planning 2000 Census of Population and Housing - Special EEO Tabulation

Fairfield	Coun	ty
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	Black Non-Hispa Female		i Male	Hispa n Any %		%	N Male			%	Occupation Occupation
		7.4	1,555	14.8	2.525	24.0	309	2.9	554	5.3	Building Cleaning & Pest Control Workers (372000)
	780 640	12.7	300	6.0	1,870	37.1	99	2.0	519	10.3	Maids & Housekeeping Cleaners (372012)
	140	2.6	1,240	23.2	655	122	210	3.9	35	0.7	Janitors & Building Cleaners (37201X)
	0	0.0	15	13.0	0	0.0	0	0.0	0	0.0	Pest Control Workers (372021)
	0	0.0	2,260	43.9	15	0.3	178	3.5	0	0.0	Grounds Maintenance Workers (373000)
	0	0.0	2,260	43.9	15	0.3	178	3.5	0	0.0	Grounds Maintenance Workers (373010)
	1,332	11.5	280	2.4	1,404	12.2	114	1.0	435	3.8	Personal Care & Service Occupations (390001)
	35	5.3	10	1.5	45	6.8	50	7.5	15	2.3	Super., Personal Care & Service Workers (391000)
	0	0.0	0	0.0	0	0.0	10	5.6	0	0.0	First-Line Super./Mgrs. of Gaming Workers (391010)
	35	7.2	10	2.1	45	9.3	40	8.2	15	3.1	First-Line Super./Mgrs of Pers. Serv. Wrkrs (391021)
	0	0.0	20	4.2	14	29	18	3.8	4	0.8	Animal Care & Service Workers (392000)
	0	0.0	0	0.0	0	0.0	4	4.4	0	0.0	Animal Trainers (392011)
	0	0.0	20	5.1	14	3.6	14	3.6	4	1.0	Non-farm Animal Caretakers (392021)
	54	8.3	55	8.5	40	6.2	10	1.5	10	1.5	Entert. Attendants & Related Workers (393000)
	4	5.7	0	0.0	25	35.7	0	0.0	0	0.0	Gaming Services Workers (393010)
	0	0.0	15	60.0	0	0.0	0	0.0	0	0.0	Motion Picture Projectionists (393021)
	10	6.7	30	20.0	0	0.0	0	0.0	0	0.0	Ushers, Lobby Attend., & Ticket Takers (393031)
	40	9.9	10	2.5	15	3.7	10	2,5	10	2.5	Misc. Entertainment Attend. & Rel Wrkrs (393090)
	0	0 0	0	0.0	0	0.0	0	0.0	0	0.0	Funeral Service Workers (394000)
	240	9 2	80	3.1	230	8.8	8	0.3	108	4.1	Personal Appearance Workers (395000)
	0	0.0	40	15.4	10	3.8	0	0.0	0	0.0	Barbers (395011)
	240	11.9	40	2.0	170	8.4	4	0.2	74	3.7	Hairdressers, Stylists, & Cosmetologists (395012)
	0	0.0	0	0.0	50	14.7	4	1.2	34	10 0	Misc Personal Appearance Workers (395090)
1	74	13.8	10	1.9	15	2.8	0	0.0	15	28	Transp , Tourism, & Lodging Attendants (396000)
9	0	0.0	10	25.0	C	00	0			0.0	
	4	7.3	0	0.0	0	0.0	0			0.0	
	70	15.9	0	0.0	15	3.4	0			3.4	
	929	14.1	105	1.6	1,060	16.1	28			4.3	
	710	14.8	45	0.9	965	20.1	0			5.4	, ,
	195	32.0	0	0.0	65	10.7	0			39	• •
	20	2.1	60	6.3	20	2.1	18			0.0	• 100
	4	3.5	0	0.0	10	8.7	0			0.0	
	0	0.0	0	0.0	0	0.0	10			0.0	15
	2,825	5.0	2,107	3.7	2,718	4.8	1,380		•	2.0	, ,
	290	2.4	545	4.4	375	3.1	432			1.8	
	235	2.9	455	5.6	305	3.7	328			2.2	
	55		90			1.7	104			1.1	1 2
	2,090	10.0	1,109 535			9.4	512 209			3.2	· · · · ·
	1,205 40		30			17.0 9.3				47 29	
	0	0.0	4			0.0	0 4			0.0	• •
	845		540			4.4	299				
	175		170			1.3	310				
	25		10			1.9	0				
	15		15			2.0	40				
	65					0.4	245				
	10					6.1	240				
	60		35			1.4	25				, ,
	110		165			1.7	73				
	110		165				73				
h	160						53				
	15							0.			
		5000						-	_		

## for Equal Employment Opportunity and Affirmative Action Planning 2000 Census of Population and Housing - Special EEO Tabulation

	Total Ali			bor Force				spanic		Black Non-Hisp	anic
Occupation	Races *	Male	%	Female	%	Male	%	Female	%	Male	%
Real Estate Brokers & Sales Agents (419020)	3,510	1,390	39.6	2,119	60.4	1,305	37.2	2,040	58.1	35	1.0
Sales Engineers (419031)	95	95	100.0	0	0.0	85	89.5	0	0.0	0	0.0
Telemarketers (419041)	635	233	36.7	388	61.1	135	21.3	265	41.7	40	6.3
Door-To-Door Sales Workers & Rel Wrkrs (419091)	465	175	37.6	284	61.1	145	31.2	210	45.2	10	22
Sales & Related Workers, All Other (419099)	985	528	53.6	455	46.2	455	46.2	425	43.1	55	5.6
OFFICE & ADMIN. SUPPORT OCCUPATIONS (430000)	62,990	15,664	24.9	47,287	75.1	10,835	17.2	35,995	57.1	2,290	3.6
Super_ Office & Admin. Support Workers (431000)	5,860	1,949	33.3	3,919	66.9	1,495	25.5	3,105	53 0	190	3.2
First-Line Sup Mgrs., Admin, Support Wrkrs (431011)	5,860	1,949	33.3	3,919	66.9	1,495	25.5	3,105	53.0	190	3 2
Communications Equipment Operators (432000)	380	114	30.0	264	69.5	70	18.4	190	50.0	15	3.9
Switchboard Operators, Incl. Ans. Service (432011)	215	40	18.6	174	80.9	40	18,6	145	67.4	0	0.0
Telephone Operators (432021)	110	55	50.0	55	50.0	30	27.3	25	22.7	0	0.0
Comm. Equipment Operators, All Other (432099)	55	19	34.5	35	63.6	0	0.0	20	36.4	15	27.3
Financial Clerks (433000)	9,005	1,201	13.3	7,783	86.4	905	10.0	6,080	67.5	125	1.4
Bill & Account Collectors (433011)	595	200	33.6	385	64.7	145	24.4	250	42.0	20	3.4
Billing & Posting Clerks & Machine Oper. (433021)	965	98	10.2	859	89 0	80	8.3	695	72.0	0	0.0
Bookkeeping, Accting & Auditing Clerks (433031)	5,475	620	11.3	4,865	88.9	465	8.5	4,000	73.1	60	1,1
Garning Cage Workers (433041)	35	0	0.0	35	100.0	0	0 0	25	71.4	0	0.0
Payroll & Timekeeping Clerks (433051)	745	63	8.5	680	91.3	45	6.0	510	68.5	10	1.3
Procurement Clerks (433061)	95	50	52.6	39	41.1	50	52 6	35	36 8	0	0.0
Tellers (433071)	1,095	170	15.5	920	84.0	120	11.0		51.6	35	3.2
Information & Record Clerks (434000)	14,460	3,131	21.7	11,331	78.4	2,235	15.5	1000	56 2	475	3.3
Brokerage Clerks (434011)	100	30	30.0	68	68.0	20	20.0		50.0	0	0,0
Court, Municipal, & License Clerks (434031)	95	60	63.2	40	42.1	50	52.6		31.6	10	10.5
Credit Authorizers, Checkers, & Clerks (434041)	180	60	33 3	119	66.1	60	33 3		52.8	0	0.0
Customer Service Representatives (434051)	6,585	1,820	27.6	4,758	72.3	1,295	19.7		50.3	310	4.7
Eligibility Interviewers, Govt. Programs (434061)	95	34	35 8	60	63.2	20	21.1		31.6	0	0.0
File Clerks (434071)	965	215	22.3	755	78 2	135	14.0		58 5	50	5.2
Hotel, Motel, & Resort Desk Clerks (434081)	95	35		64	67.4	35	36 8		26 3	0	0.0
Interviewers, Except Eligibility & Loan (434111)	355	169	47.6	190	53.5	105	29 6		43.7	30	8.5
Library Assistants, Clerical (434121)	455	55		395	86 8	35	7.7		68.1	10	2.2
Loan interviewers & Clerks (434131)	180	54	30.0	125	69.4	50	27.8		528	0	0.0
New Accounts Clerks (434141)	35	15		19	54.3	15	42.9		429	0	0.0
Human Res. Assists, Exc. Payroll Etc. (434161)	130	30		105	8 08	15	11.5	_	30 8	15	11.5
Receptionists & Information Clerks (434171)	4,075	285		3,789	93.0	235	5.8		71.3	10	0.2
Reserv. & Transp Ticket Agts & Trav Clerks (434181)	470	85		389	82 8	55	11.7		45.7	20	4.3
Information & Record Clerks, All Other (434199)	160	20		140	87.5	10	6.3		78.1	0	0.0
Correspondence Clerks & Order Clerks (434XXX)	485	164		315	64.9	100	20 6		34.0		4.
Material Recording, Scheduling, Etc. (435000)	8,960	6,122			31,6	3,855	43.0	- 55	190		12.
Cargo & Freight Agents (435011)	85	85			0.0	75	88.2				0.0
Couriers & Messengers (435021)	590	489			16.1	280	47.5				20.
Dispatchers (435030)	550	298			44.2	200	36.4				13.
Meter Readers, Utilities (435041)	70	70				45	64.3				0.
Postal Service Clerks (435051)	415	188				110	26.5				14:
Postal Service Mail Carriers (435052)	1,095	860				615	56.2				11:
Postal Service Mail Sorters, Processors, Etc. (435053)	375	225				110	29.3				17.
Production, Planning, & Expediting Clerks (435061)	995	423				355	35.7				3.
Shipping, Receiving, & Traffic Clerks (435071)	1,590	1,190				620	39.0				16.
Stock Clerks & Order Fillers (435081)	3,100	2,230				1,385	44.7				11:
Weighers, Measurers, Checkers, Etc. (435111)	95	64				60	63.2				0.
Secretaries & Administrative Assistants (436000)	13,885	309				230	1.7				0.
Secretaries & Administrative Assistants (436010)	13,885	309				230					0.
Other Office & Admin. Support Workers (439000)	10,440	2,838	27.2	7,592	72.7	2,045	19.6	5,475	52.4	355	3

for Equal Employment Opportunity and Affirmative Action Planning 2000 Census of Population and Housing - Special EEO Tabulation

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À	Black			Hispa			_	All O			
	Non-Hispa			in Any		0/			spanic	a/	Convention
	Female	%	Male	%	Female	%	Male	%	Female	%	Occupation
	30	0.9	35	1.0	49	1.4	15	0.4	0	0.0	Real Estate Brokers & Sales Agents (419020)
	0	0.0	0	0.0	0	0.0	10	10.5	0	0.0	Sales Engineers (419031)
	80	12.6	34	5.4	19	3.0	24	3.8	24	3.8	Telemarketers (419041)
	15	3.2	20	4.3	35	7.5	0	0.0	24	5.2	Door-To-Door Sales Workers & Rel Wrkrs (419091)
	20	2.0	14	1,4	10	1.0	4	0.4	0	0.0	Sales & Related Workers, All Other (419099)
	5,666	9.0	1,705	2.7	4,096	6.5	834	1.3	1,530	2.4	OFFICE & ADMIN. SUPPORT OCCUPATIONS (430000)
	390	6.7	210	3.6	295	5.0	54	0.9	129	2.2	Super., Office & Admin. Support Workers (431000)
	390	6.7	210	3.6	295	5.0	54	0.9	129	2.2	First-Line Sup./Mgrs., Admin. Support Wrkrs (431011)
	45	11.8	0	0.0	29	7.6	29	7.6	0	0.0	Communications Equipment Operators (432000)
	15	7.0	0	0.0	14	6.5	0	0.0	0	0.0	Switchboard Operators, Incl. Ans. Service (432011)
	15	13.6	0	0.0	15	13.6	25	22.7	0	0.0	Telephone Operators (432021)
	15	27.3	0	0.0	0	0.0	4	7.3	0	0.0	Comm. Equipment Operators, All Other (432099)
	839	9.3	83	09	600	6.7	88	1.0	264	2.9	Financial Clerks (433000)
	55	9.2	35	5.9	80	13.4	0	0.0	0	0.0	Bill & Account Collectors (433011)
	49	5.1	4	0.4	90	9.3	14	1.5	25	2.6	Billing & Posting Clerks & Machine Oper. (433021)
	470	8.6	40	0.7	265	4.8	55	1.0	130	2.4	Bookkeeping. Accting. & Auditing Clerks (433031)
	10	28.6	0	0.0	0	0.0	0	0.0	0	0.0	Gaming Cage Workers (433041)
	145	19.5	4	0.5	25	3.4	4	0.5	0	0.0	,
	0	0.0	0	0.0	0	0.0	C	0.0	4	4.2	, ,
	110	100	0	0.0	140	12.8	15	1.4	105	9.6	• •
	1,662	11.5	297	2.1	1,117	7.7	124	0.9	422	2.9	S
	4	4.0	10	10.0	10	10.0	0	0.0	4	4.0	- , ,
	10	10.5	0	0.0	0	0.0	0	0.0	0	0.0	
	20	11:1	0	0.0	4	2.2	0	0.0	0	0.0	
1	750	11.4	170	26	455	6.9	45	0.7	243	3.7	, , ,
	30	31.6	14	14.7	0	0.0	0	0.0	0	0.0	
	100	10.4	30	3.1	55	5.7	0	0.0	35	3.6	,
	15	15 8	0	0.0	14	14.7	0	0.0	10	10.5	,
	20	5.6	4	1.1	15	4.2	30	8.5	0	0.0	
	45	9.9	10	2,2	10	2.2	0	0.0	30	6.6	
	0	0.0	4	2.2	15	8.3	0	0.0	15	8 3	- 15
	4	11.4	0	0,0	0	0.0	0	0.0	0	0.0	
	45	34.6	0	0.0	20	15.4	0	0.0	0	0.0	
	409	10.0	15	0.4	410	10:1	25	0.6		1.6	
	100	21.3	0	0.0	54	11.5	10	2.1	20	4.3	3
	15	9.4	0	0.0	0	0.0	10		_	0.0	
	95	19.6	40	8.2	55	11.3	4	0.8		0.0	
	525	5.9	907	10.1	459	5.1	265	3.0		1.6	- 1 NSX
	0	0.0	10	11.8	0	0.0	0	0.0		0.0	, ,
	30	5.1	75	12.7	20	3.4	14	2.4		0.0	3 ( )
	75	13.6	19	3.5	19	3.5	4	0.7		0.7	
	0	0.0	25	35.7	0	0.0	0	0.0		0.0	. ,
	65	15.7	4	1.0	10	2.4	14	3.4		3.6	
	20	1.8	75	6.8	30	2.7	50			0.0	. ,
	70	18.7	50		40	10.7	0	0.0		2.7	. 12 18
	75 05	7.5	25	2.5	40	4.0	8	0.8		3.0	
	65	4.1	265	16.7	110	6.9	45			2.5	
	115	3.7	355	11.5	190	6.1	130			1.5	, ,
	1 175	10.5	4	4.2	920	0.0	0			0.0	
	1,175	85	15		820	5.9	29			1.9	
	1,175	8.5	15		820	5 9	29			1.9	
Silver	1,030	9.9	193	1.8	776	7.4	245	2.3	311	30	Other Office & Admin. Support Workers (439000)

for Equal Employment Opportunity and Affirmative Action Planning 2000 Census of Population and Housing - Special EEO Tabulation

Familia Sounty	Total All	Civili	Tot	al bor Force		N	Wh on-His	ite spanic		Black Non-Hispa	
Occupation	Total All Races *	Male		Female	%	Male		Female	%	Male	%
Computer Operators (439011)	855	395	46.2	460	53.8	255	29.8	335	39.2	55	6.4
Data Entry Keyers (439021)	1.790	458	25.6	1,335	74.6	240	13.4	850	47.5	75	4.2
Word Processors & Typists (439022)	510	69	13.5	435	85.3	50	9.8	255	50.0	15	2.9
Desktop Publishers (439031)	95	45	47.4	50	52.6	45	47.4	35	36.8	0	0.0
Insurance Claims & Policy Proc. Clerks (439041)	580	120	20.7	454	78.3	95	16.4	360	62.1	15	2.6
Mail Clerks & Mail Mach Oper., Exc. USPS (439051)	690	358	59.7	248	41.3	265	44.2	140	23.3	50	8.3
Office Clerks, General (439061)	4,130	754	18.3	3,380	81 8	560	13.6	2,585	62.6	90	2.2
Office Machine Operators, Exc. Computer (439071)	125	55	44.0	73	58.4	40	32.0	30	24.0	15	12.0
Proofreaders & Copy Markers (439081)	60	35	58.3	20	33.3	35	58.3	20	33.3	0	0.0
Statistical Assistants (439111)	105	19	18.1	73	69 5	15	14.3	55	52.4	0	0.0
Office & Admin, Support Workers, All Other (439199)	1,590	530	33.3	1,064	66.9	445	28.0	810	50.9	40	2.5
FARMING, FISHING, & FORESTRY OCCUPATIONS (450000)	485	366	75.5	130	26.8	188	38.8	100	20.6	25	5.2
Super., Farming, Fishing, & Forestry Wrkrs (451000)	55	34	61.8	25	45.5	30	54.5	25	45.5	0	0.0
First-Line Sup./Mgrs. of Farming, Etc. (451010)	55	34	61.8	25	45.5	30	54.5	25	45.5	0	0.0
Agricultural Workers (452000)	320	220	68.8	105	328	80	25.0	75	23.4	25	7.8
Agricultural Inspectors (452011)	0	0	0.0	Û	0.0	0	0 0	0	0.0	G	0.0
Graders & Sorters, Agricultural Products (452041)	20	20	100.0	0	0.0	0	0.0	0	0.0	10	50.0
Misc. Agric. Wrkrs, Incl. Animal Breeders (4520XX)	300	200	66.7	105	35.0	80	26.7	75	25.0	15	5.0
Fishing & Hunting Workers (453000)	85	90	105 9	0	0.0	70	82.4	0	0.0	0	0.0
Forest, Conservation. & Logging Workers (454900)	25	22	88.0	0	0.0	8	320	0	0.0	0	0.0
Forest & Conservation Workers (454011)	10	8	80 0	0	0.0	4	40.0	0	0.0	0	0.0
Logging Workers (454020)	15	14	93.3	0	0.0	4	26.7	0	0.0	0	0.0
CONSTRUCTION & EXTRACTION OCCUPATIONS (470000)	22,849	22,418	98.1	435	1.9	15,830	69.3	260	1.1	1,173	5.1
Super., Construction & Extraction Workers (471000)	2,420	2,365	97.7	55	23	1,955	80.8	30	1.2	105	4.3
First-Line Sup./Mgrs. of Constr & Extr. Wrkrs (471011)	2,420	2,365	97.7	55	23	1,955	808	30	1.2	105	4.3
Construction Trades Workers (472000)	19,545	19,168	98.1	380	1.9	13,190	67.5	230	1.2	1,014	5.2
Boilermakers (472011)	60	59	98.3	0	0.0	30	50.0	0	0.0	25	41.7
Brickmasons, Blockmasons & Stonemasons (472020)	1,040	1,030	99.0	15	1.4	525	50.5	15	1.4	10	1.0
Carpenters (472031)	5,800	5.735	98.9	69	1.2	4,455	768	45	0.8	245	4.2
Carpet, Floor, & Tile Installers & Finishers (472040)	710	715	100.7	0	0.0	620	87.3	0	0.0	25	3 5
Cement Masons, Concrete Finishers, Etc. (472050)	45	44	97.8	0	0.0	25	55.6	0	0.0	15	33 3
Construction Laborers (472061)	3,240	3,154	97.3	94	29	1,570	48.5	55	1.7	265	8.2
Paving Surfacing & Tamping Equip Oper (472071)	30	30	100.0	0	0.0	20	66.7	0	0.0	10	33 3
Miscellaneous Construction Equip. Oper. (47207X)	550	544	98.9	8	1.5	480	87.3	0	0.0	25	4 5
Drywall Install Cell. Tile Install & Tapers (472080)	275	264	96 0	10	36	200	72.7	10	3.6	20	7.3
Electricians (472111)	1,855	1,835	98.9	20	1,1	1,590	85 7	20	1,1	75	4.0
Glaziers (472121)	100	98	98.0	0	0.0	50	50.0	0	0.0	0	0.0
Insulation Workers (472130)	70	65	92.9	0	0.0	30	429	0	0.0	20	28.6
Painters, Construction & Maintenance (472141)	3,480	3,360	96.6	125	3.6	1,805	51.9	50	1.4	110	3.2
Paperhangers (472142)	65	39	60.0	25	38.5	35	53 8	25	38.5	0	0.0
Pipelayers, Plumbers, Pipelitters, Etc. (472150)	1,085	1,065	98.2	14	1.3	945	87.1	10	0.9	50	4.6
Plasterers & Stucco Masons (472161)	20	20	100 0	0	0.0	20	100.0	0	0.0	0	0.0
Roofers (472181)	595	589	99.0	0	0.0	375	63.0	0	0 0	85	14.3
Sheet Metal Workers (472211)	435	434	99.8	0	0.0	355	81.6		0 0	30	6.9
Iron & Steel Workers (472XXX)	90	88	97.8	0	0.0	60	66 7		0.0		4.4
Helpers, Construction Trades (473000)	220	219	99.5	0	0.0	115	52.3		0.0	20	9.1
Helpers, Construction Trades (473010)	220	219	99.5	0	0.0	115	52.3		0.0		9.1
Other Construction & Related Workers (474000)	619	621	100.3	0	0.0	525	84.8		0.0		5.5
Construction & Building Inspectors (474011)	195	200		0	0.0	175	89.7		0.0		0.0
Elevator Installers & Repairers (474021)	25	25		0	0.0	25	100.0		0.0		0.0
Fence Erectors (474031)	35	35		0	0.0	20	57,1	0	0.0		0.0
Hazardous Materials Removal Workers (474041)	25	24	96.0	0	0.0	10	40.0	0	0.0	10	40.0

for Equal Employment Opportunity and Affirmative Action Planning 2000 Census of Population and Housing - Special EEO Tabulation

	Black Non-Hisp	anic		Hispa n Any	Race				spanic		rained county
٠,	Female	%	Male	%	Female	<u></u> %.	Male	%	Female	%	Occupation
	60	7.0	45	5.3	45	5.3	40	4.7	20	23	Computer Operators (439011)
	225	12.6	60	3.4	190	10.6	83	4.6	70	3.9	Data Entry Keyers (439021)
	75	14.7	4	0.8	80	15.7	0	0.0	25	4.9	Word Processors & Typists (439022)
	0	0.0	0	0.0	15	15.8	0	0.0	0	0.0	Desktop Publishers (439031)
	50	8.6	0	0.0	44	7.6	10	1.7	0	0.0	Insurance Claims & Policy Proc. Clerks (439041)
	40	6.7	19	3.2	4	0.7	24	4.0	64	10.7	Mail Clerks & Mail Mach Oper., Exc. USPS (439051)
	425	10.3	55	1.3	280	6.8	49	1.2	90	2.2	Office Clerks, General (439061)
	20	16.0	0	0.0	19	15.2	0	0.0	4	3.2	Office Machine Operators, Exc. Computer (439071)
	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Proofreaders & Copy Markers (439081)
	10	9.5	0	0.0	4	3.8	4	3.8	4	3.8	Statistical Assistants (439111)
	125	7.9 0.0	10 133	27.4	95 <b>30</b>	6.0 6.2	35 <b>20</b>	2.2 4.1	34 0	2.1	Office & Admin. Support Workers, All Other (439199)
	0	0.0	4	7.3	0	0.0	0	0.0	0	0.0	FARMING, FISHING, & FORESTRY OCCUPATIONS (450000)
	0	0.0	4	7.3	0	0.0	0	0.0	0	0.0	Super., Farming, Fishing. & Forestry Wrkrs (451000)  First-Line Sup./Mgrs. of Farming. Etc. (451010)
	0	0.0	115	35.9	30	9.4	0	0.0	0	0.0	Agricultural Workers (452000)
	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Agricultural Inspectors (452011)
	0	0.0	10	50.0	0	0.0	0	0.0	0	0.0	Graders & Sorters, Agricultural Products (452041)
	0	0.0	105	35.0	30	10.0	0	0.0	0	0.0	Misc. Agric. Wrkrs, Incl. Animal Breeders (4520XX)
	0	0.0	10	11.8	0	0.0	10	11.8	0	0.0	
	0	0.0	4	16.0	0	0.0	10	40 0	0	0.0	
	0	0.0	4	40.0	0	0.0	0	0.0	0	0.0	1
	0	0.0	0	0.0	0	0.0	10	66.7	0	0.0	Logging Workers (454020)
	14	0.1	4,302	18.8	127	0.6	1,113	4.9	34	0.1	CONSTRUCTION & EXTRACTION OCCUPATIONS (470000)
	0	0.0	225	9.3	25	1.0	80	3.3	0	0.0	·
	0	0.0	225	93	25	1.0	80	3.3	0	0.0	
	14	0.1	3,939	202	102	0.5	1,025	5.2	34	0.2	
	0	0.0	4	6.7	0	0.0	0	0.0		0.0	200,000
	0	0.0	410	39.4	0	0.0	85	8.2	0	0.0	, ,
	10	0.2	700	12.1	4	0.1	335	5.8	10	0.2	
	0	0.0	70	99	0	0.0	0	0.0	0	00	Carpet, Floor, & Tile Installers & Finishers (472040)
	0	0.0	4	8.9	0	0.0	0	0.0	0	0.0	Cement Masons, Concrete Finishers, Etc. (472050)
	0	0.0	1,170	36.1	39	1.2	149	4.6	0	0.0	Construction Laborers (472061)
	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	Paving, Surfacing. & Tamping Equip. Oper. (472071)
	0	0.0	14	25	4	0.7	25	4.5	4	0.7	Miscellaneous Construction Equip. Oper. (47207X)
	0	0 0	19	6.9	0	0.0	25	9.1	0	0.0	Drywall Install., Ceil, Tile Install., & Tapers (472080)
	0	0.0	115	6.2	0	0.0	55	3.0	0	0.0	Electricians (472111)
	0	0.0	40	40.0	0	0.0	8	8.0	0	0.0	Glaziers (472121)
	0	0.0	15	21.4	0	0.0	0	0.0	0	0.0	
	0	0.0	1,170	33.6	55	1.6	275	7.9	20	0.6	Painters, Construction & Maintenance (472141)
	0	0.0	4	6.2	0	0.0	0	0.0	0	0.0	Paperhangers (472142)
	4	0.4	50		0	0.0	20			0.0	
	0	0.0	0	0.0	0	0.0	0			0.0	• •
	0		100		0	0.0	29			0.0	·
	0		30		0	0.0	19			0.0	·
	0		24		0	0.0	0			0.0	, ,
	0		80		0	0.0	4			0.0	
	0		80		0	0.0	4			0.0	
	0		58		0	0.0	4			0.0	
	0		25		0	0.0	0			0.0	
	0		0			0.0	0			0.0	. , ,
3	0		15			0.0	0			0.0	
	U	0.0	4	16.0	0	0.0	0	0.0	) 0	0.0	Hazardous Materials Removal Workers (474041)

# Section H Element No. 8

# UTILIZATION ANALYSIS & HIRING & PROMOTION GOALS

Sec. 46a-68-85

### Utilization Analysis and Hiring and Promotional Goals

Under Section 46a-68-85(a) of the Affirmative Action Regulations of Connecticut State Agencies, to determine whether protected classes are fully and fairly utilized, the University has established a process for which representation of protected group persons in the workforce shall be compared, in form or format prescribed by the Commission on Human Rights and Opportunities staff, to the availability of such persons for employment. Comparisons between the University workforce and the availability base calculated in section 46a-68-84 of the Regulations of Connecticut State Agencies shall be made by occupational category, position classifications employing a significant number of persons and job titles for which a separate base was calculated.

- (b) For each instance of underutilization identified in the utilization analysis, employment goals shall be set by the University to increase the representation of protected class members in the full-time workforce. Employment goals shall be set by University for job titles filled through original appointment or promotional appointment. The University makes a good faith effort to achieve such goals in order to attain parity with the availability base for such protected class members.
- (c) The University recognizes that where the underutilization of race and sex groups, considered individually, does not rise to the level to require a hiring or promotion goal, but where the underutilization of race and sex groups, considered collectively is fifty percent (50%) or greater, either (or both) a hiring and/or promotion goal shall be set by the University, based on the race and gender/sex group most underutilized in the occupational category, position classification or job title under consideration or for the race and sex group with the highest availability base, as the University elects.

AGENCY: WESTERN CT STATE UNIVERSITY

REPORTING DATE:

MARCH 31, 2018

Form 85A

OCCUPATIONAL CATEGORY: EXECUTIVE/ADMINISTRATIVE

LABOR MARKET AREA: CONNECTICUT/NATIONAL

POSITION CLASSIFICATON (25+):

		GRAND	TOTAL	TOTAL	W	WHITE	BL	BLACK	HISP	HISPANIC	AAIANHNPI	HNPI			
		MALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	
WORKFORCE %	RCE %	100.0%	%2'99	33.3%	53.3%	26.7%	13.3%	0.0%	0.0%	6.7%	%0:0	0.0%	%0.0	%0:0	<
FINAL AV,	FINAL AVAILABILITY BASE %	100.0	47.0	53.0	38.2	41.3	3.5	5.7	2.8	3.6	2.4	2.4	0.0	0.0	Θ
WORKFO	WORKFORCE NUMBERS	15	10	5	8	4	2	0	0	_	0	0	0	0	S
WORKFO	WORKFORCE PARITY NUMBERS		7.0	8.0	5.7	6.2	0.5	6.0	0.4	0.5	0.4	0.4	0.0	0.0	Ω
NET UTIL	NET UTILIZATION (+,-)		3.0	-3.0	2.3	-2.2	1.5	-0.9	-0.4	0.5	-0.4	-0.4	0.0	0.0	Щ
PREVIOU	PREVIOUS UTILIZATION***		4.4	4.4	3.3	-3.0	1.6	-0.6	-0.3	-0.4	-0.3	-0.3	0.0	0.0	止
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Form 85A

AGENCY: WESTERN CT STATE UNIVERSITY

REPORTING DATE:

MARCH 31, 2018

OCCUPATIONAL CATEGORY: FACULTY

LABOR MARKET AREA: CONNECTICUT/NATIONAL

POSITION CLASSIFICATON (25+): PROFESSOR

0 ≥ 0 B O Ш Ш I Z FEMALE 0.0% 0.0 0.0 0.0 0.0 0 0.0% 0.0 0.0 0.0 0.0 0 FEMALE 1.1% 10.0 -6.0 -8.0 9.0 AAIANHNPI 9 ω ~ MALE 3.3% -12.2 16.9 15.2 4.3 12 က 4 FEMALE 2.2% 0.5 1.5 0.4 8 HISPANIC MALE 4.4% -0.8 2.4 <del>1</del>.8 1.6 4 FEMALE 2.2% -0.8 1.9 0.3  $^{\circ}$ Ψ-BLACK 2.2% MALE -2.0 -0.9 4.5 2 2 FEMALE 36.7% 35.4 33 <del>[</del>: 0.1 2 31 WHITE 47.8% MALE 27.8 25.0 18.0 12.2 43 ന FEMALE 42.2% TOTAL 44.2 -6.2 49.1 -6.2 38 0 0 0 0 0 0 / က  $\infty$ TOTAL 57.8% MALE 50.9 45.8 6.2 6.2 52 7 0 0 0 9 2 0 0 0 TOTAL GRAND 100.0% 100.0 13 8 0 0 0 ω 22 0 0 0 PREVIOUS PLAN GOALS PREVIOUS PLAN GOALS PREVIOUS PLAN GOALS **CURRENT PLAN GOALS CURRENT PLAN GOALS CURRENT PLAN GOALS** WORKFORCE PARITY NUMBERS **CURRENT PLAN HIRES** FINAL AVAILABILITY BASE % ***Enter Line E from previous filing PREVIOUS UTILIZATION*** CURRENT PLAN PROMOTIONS CURRENT PLAN PROMOTIONS WORKFORCE NUMBERS NET UTILIZATION (+,-) **WORKFORCE %** COALS MOBILITY GOALS нівійе боль **JANOITOMOЯ UPWARDI CAREER** 

Form 85A

AGENCY: WESTERN CT STATE UNIVERSITY

REPORTING DATE:

MARCH 31, 2018

OCCUPATIONAL CATEGORY:

FACULTY

LABOR MARKET AREA: CONNECTICUT/NATIONAL

POSITION CLASSIFICATON (25+): ASSOCIATE PROFESSOR

WORKFORCE %         TOTAL         MALE         FEMALE           FINAL AVAILABILITY BASE %         100.0         50.0%         50.0%           FINAL AVAILABILITY BASE %         100.0         40.8         59.2           WORKFORCE NUMBERS         62         31         31           WORKFORCE PARITY NUMBERS         62         31         31           NET UTILIZATION (+,-)         5.7         -5.7           PREVIOUS UTILIZATION***         7.8         -7.8           ****Enter Line E from previous filing         0         0         0           ****	MALE 24.2% 30.8 15 19.1 -4.1 6.5	35.5% 45.3 22 28.1 -6.1	4.8% 0.5 3 3 0.3	FEMALE 1.6%	MAIF					
96 100.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50.0% 50		35.5% 45.3 22 28.1 -6.1	4.8% 0.5 3 0.3	1.6%		FEMALE	MALE	FEMALE	MALE	FEMALE
% 100.0 40.8 59 62 31 3′4 62 31 3′5 62 31 3′5 62 31 3′5 62 31 3′5 62 60 60 60 60 60 60 60 60 60 60 60 60 60		22 28.1 -6.1 -9.5	3 3 0.3		1.6%	1.6%	19.4%	11.3%	0.0%	%0.0
62 31 18ERS 25.3 5.7 5.7 60ALS 0 0 GOALS 0 0 GOALS 13 1 7 3		22 28.1 -6.1 -6.1	3 0.3	3.4	1.8	5.5	7.7	5.0	0.0	0.0
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60ALS 0 0 0 CGOALS 0 0 0 CGOALS 13 1 1 1 GOALS 7 3 4	6.5	-6.1		2.1	1.1	3.4	4.7	3.1	0.0	0.0
GOALS 0 0 0 C GOALS 0 0 0 C GOALS 13 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1		-9.5	2.7	-1.1	-0.1	-2.4	7.3	3.9	0.0	0.0
GOALS 0 0 0 GOALS 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0			6.0	-1.1	1.7	-0.9	-1.3	3.7	0.0	0.0
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CURRENT PLAN GOALS 0 0 0										

AGENC) WESTERN CT STATE UNIVERSITY

REPORTING DATE:

MARCH 31, 2018

Form 85A

OCCUPATIONAL CATEGORY:

FACULTY

LABOR MARKET AREA: CONNECTICUT/NATIONAL

POSITION CLASSIFICATON (25+): ASSISTANT PROFESSOR

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	FEMALE	0.0%	0.0	0	0.0	0.0	0.0										
	MALE		0.0	0	0.0	0.0	0.0										
AAIANHNPI	FEMALE	4.7%	3.7	က	2.3	0.7	-0.5		-								
AAIA	MALE	7.8%	3.0	5	1.9	3.1	4.9										
ANIC	FEMALE	6.3%	5.3	4	3.4	9.0	-0.7		_	က	:						
HISPANIC	MALE	1.6%	3.4	1	2.1	-1.1	-2.3		2	-	-						
BLACK	FEMALE	3.1%	5.9	2	3.8	-1.8	-1.6		2		2						
BL	MALE	%0.0	3.3	0	2.1	-2.1	-0.7		-		2						
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TOTAL	MAIN	39.1%	43.0	25	27.5	-2.5	-7.0		12	5	5	0	0	0	0	0	0
ONAGO	TOTAL	100.0%	100.0	64		-			16	12	7	0	0	0	0	0	0
		WORKFORCE %	FINAL AVAILABILITY BASE %	WORKFORCE NUMBERS	WORKFORCE PARITY NUMBERS	NET UTILIZATION (+,-)	PREVIOUS UTILIZATION***	***Enter Line E from previous filing	PREVIOUS PLAN GOALS	CURRENT PLAN HIRES	CURRENT PLAN GOALS	PREVIOUS PLAN GOALS	CURRENT PLAN PROMOT	CURRENT PLAN GOALS	PREVIOUS PLAN GOALS	CURRENT PLAN PROMOT	CURRENT PLAN GOALS
		WORKF	FINAL A	WORKE	WORKE	NET UTI	PREVIO	***Enter	SJAG	SING GC	HIH		JANOITO	PROMC SJAOĐ	SJAC REER	AD \GR.	MOB

AGENCY: WESTERN CT STATE UNIVERSITY

REPORTING DATE:

MARCH 31, 2018

OCCUPATIONAL CATEGORY: PRC

PROFESSIONAL NON-FACUL

LABOR MARKET AREA: CONNECTICUT/NATIONAL

POSITION CLASSIFICATON (25+):

	GRAND	TOTAL	TOTAL	WH	WHITE	BLACK	, S	HISPANIC	ANIC	AAIA	AAIANHNPI			
	TOTAL	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	
WORKFORCE %	100.0%	44.7%	55.3%	36.9%	47.5%	2.1%	0.7%	4.3%	5.0%	1.4%	2.1%	%0.0	%0.0	⋖
FINAL AVAILABILITY BASE %	100.0	40.6	59.4	33.3	47.0	3.1	5.6	2.1	3.6	2.0	3.2	0.0	0.0	В
WORKFORCE NUMBERS	141	63	78	52	29	3	1	9	7	2	3	0	0	O
WORKFORCE PARITY NUMBERS		57.3	83.7	47.0	66.2	4.3	6.7	3.0	5.0	2.9	4.6	0.0	0.0	٥
NET UTILIZATION (+,-)		2.2	-5.7	5.0	8.0	-1.3	6.9-	3.0	2.0	-0.9	-1.6	0.0	0.0	Ш
PREVIOUS UTILIZATION***	;	2.1	-2.1	3.9	2.2	-1.7	-7.3	6.0	2.9	-1.0	0.2	0.0	0.0	Ш
***Enter Line E from previous filing														Щ
PREVIOUS PLAN GOALS	10	က	7			7	7			-				ଓ
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© CURRENT PLAN GOALS	0	0	0											
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REPORTING DATE: SECRETARIAL CLERICAL AGENCY: WESTERN CT STATE UNIVERSITY POSITION CLASSIFICATON (25+): OCCUPATIONAL CATEGORY:

LABOR MARKET AREA: FAIRFIELD COUNTY

MARCH 31, 2018

Ø Q 8 Q ⋝ Z O Ų Ų. I FEMALE 0.0% 0.0 0.0 0.0 0.0 0 MALE 0.0% 0.0 0.0 0.0 0.0 0 MALE FEMALE 2.6% -1.3 0.5 1.3 0.5 AAIANHNPI %0.0 -0.2 -0.2 9.0 Q FEMALE 7.9% <del>-</del>0.4 7.1 0.3 2.7 <del>---</del> ന HISPANIC MALE %0:0 -0.4 -0.5 1.0 0.4 0  $\overline{\phantom{a}}$ • FEMALE 23.7% 9.3 3.5 5.5 3.1 Q BLACK %0:0 MALE <del>7</del>. -0.7 -0.7 0.7 0 ~ FEMALE MALE FEMALE 65.8% 71.3 27.1 -2.1 3.0 25  $^{\circ}$ WHITE %0.0 -2.9 -2.9 2.9 7.7 0 8 က 100.0% TOTAL 88.9 33.8 4.3 4.2 38 0 ~ 2 0 0 0 0 0 TOTAL MALE %0.0 4.3 11.1 4.2 4.2 0 4 0 S 0 0 0 0 0 0 GRAND 100.0 TOTAL 100.0% 38 _ 2 / 0 0 0 0 0 0 PREVIOUS PLAN GOALS PREVIOUS PLAN GOALS PREVIOUS PLAN GOALS **CURRENT PLAN GOALS CURRENT PLAN GOALS CURRENT PLAN GOALS CURRENT PLAN HIRES** WORKFORCE PARITY NUMBERS FINAL AVAILABILITY BASE % ***Enter Line E from previous filing CURRENT PLAN PROMOTIONS CURRENT PLAN PROMOTIONS PREVIOUS UTILIZATION*** WORKFORCE NUMBERS NET UTILIZATION (+,-) **WORKFORCE %** PROMOTIONAL BJAOĐ MOBILITY GOALS RIRING GOALS UPWARD/ CAREER

AGENCY: WESTERN CT STATE UNIVERSITY

REPORTING DATE:

MARCH 31, 2018

OCCUPATIONAL CATEGORY: SECRETARIAL CLERICAL

LABOR MARKET AREA: FAIRFIELD COUNTY

POSITION CLASSIFICATON (25+): SECRETARY 2

		GRAND	TOTAL	TOTAL	W	WHITE	BLACK	Š	HISPANIC	ANIC	AAIA	AAIANHNPI			
		TOTAL	MALE	FEMALE	MALE	MALE FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	
WORKFORCE %	RCE %	100.0%	2.9%	94.1%	2.9%	82.4%	0.0%	5.9%	0.0%	2.9%	%0.0	%0.0	%0.0	%0.0	∢
FINAL AV.	FINAL AVAILABILITY BASE %	100.0	1.1	98.9	0.8	72.9	0.1	17.5	0.0	3.8	0.1	4.7	0.0	0.0	В
WORKFO	WORKFORCE NUMBERS	17	1	16	1	14	0	-	0	1	0	0	0	0	Ö
WORKFO	WORKFORCE PARITY NUMBERS		0.2	16.8	0.1	12.4	0.0	3.0	0.0	9.0	0.0	0.8	0.0	0.0	۵
NET UTIL	NET UTILIZATION (+,-)		0.8	-0.8	6.0	1.6	0.0	-2.0	0.0	0.4	0.0	-0.8	0.0	0.0	Ш
PREVIOU	PREVIOUS UTILIZATION***		0.7	-0.7	8.0	-2.9	0.0	-0.3	-0.1	1.1	0.0	0.8	0.0	0.0	Ш
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Form 85A

AGENCY: WESTERN CT STATE UNIVERSITY

REPORTING DATE:

MARCH 31, 2018

OCCUPATIONAL CATEGORY:

POSITION CLASSIFICATON (25+):

TECHNICAL PARAPROFESSIC

LABOR MARKET AREA: FAIRFIELD COUNTY

В С D Е L. 0 Н X ≥ Z O FEMALE 0.0% 0.0 0.0 0.0 0.0 0 MALE %0.0 0.0 0.0 0.0 0.0 0 FEMALE 0.0% -0.4 -0.2 0.2 2.1 AAIANHNPI 0 MALE %0:0 -0.2 1.6 -0.1 0.1 0 FEMALE 0.0% 12.0 6.0 7 7. HISPANIC 0 MALE %0.0 1.3 -0.1 ٠. 1. 0.1 0 MALE FEMALE 22.2% 21.4 6. 0.0 0.1  $\sim$ BLACK %0.0 -0.4 4 -0.3 3.9 0.4 0 ~ FEMALE 55.6% 42.1 3.8 1.7 S WHITE 22.2% MALE 15.6 0.3 4. 9.0 2 FEMALE 77.8% TOTAL 77.6 0.0 0.4 7.0 0 0 0 0 0 0 2 0 22.2% TOTAL MALE 22.4 -0.4 2.0 0.0 0 0 0 0 0 0 8 0 0 τ-GRAND 100.0% TOTAL 100.0 2 0 0 0 0 0 0 တ 2 0 PREVIOUS PLAN GOALS PREVIOUS PLAN GOALS PREVIOUS PLAN GOALS **CURRENT PLAN GOALS CURRENT PLAN GOALS CURRENT PLAN GOALS CURRENT PLAN HIRES** WORKFORCE PARITY NUMBERS % ***Enter Line E from previous filing FINAL AVAILABILITY BASE **CURRENT PLAN** CURRENT PLAN PROMOTIONS PREVIOUS UTILIZATION*** WORKFORCE NUMBERS **PROMOTIONS** NET UTILIZATION (+,-) **WORKFORCE %** COALS MOBILITY GOALS HIRING GOALS **JANOITOMOR9 UPWARDI CAREER** 

AGENCY: WESTERN CT STATE UNIVERSITY

REPORTING DATE:

MARCH 31, 2018

Form 85A

OCCUPATIONAL CATEGORY:

SERVICE MAINTENANCE

LABOR MARKET AREA: FAIRFIELD COUNTY

POSITION CLASSIFICATON (25+): CUSTODIANS

GRAND		TOTAL	TOTAL	W	WHITE	B	BLACK	HISP	HISPANIC	AAIA	AAIANHNPI			
TOTAL		MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	
100.0%	7	79.2%	20.8%	%6:09	11.3%	9.4%	1.9%	18.9%	7.5%	%0.0	%0.0	%0.0	%0:0	⋖
100.0 78	28	78.9	21.1	39.7	7.0	11.5	3.2	25.1	10.4	2.6	0.5	0.0	0.0	Ω
53 42	42		11	27	9	2	-	10	4	0	0	0	0	ပ
41.8	41.8	3	11.2	21.1	3.7	6.1	1.7	13.3	5.5	4.1	0.2	0.0	0.0	
0.2	0.2		-0.2	5.9	2.3	-1.1	-0.7	-3.3	-1.5	-1.4	-0.2	0.0	0.0	ш
-3.0	-3.0		3.0	7.5	3.4	-0.7	6.0	-8.4	-1.0	-1.4	-0.2	0.0	0.0	ш
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Form 85A

AGENCY: WESTERN CT STATE UNIVERSITY

REPORTING DATE:

MARCH 31, 2018

OCCUPATIONAL CATEGORY: SERVICE MAINTENANCE

LABOR MARKET AREA: FAIRFIELD COUNTY

POSITION CLASSIFICATON (25+):

		GRAND	TOTAL	TOTAL	ķ	WHITE	BL	BLACK	HISP	HISPANIC	AAIAI	AAIANHNPI			
		TOTAL		FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	
RKFO	WORKFORCE %	100.0%	84.0%	16.0%	%0'89	12.0%	4.0%	%0.0	12.0%	4.0%	%0.0	%0.0	%0.0	%0.0	<
IAL AV,	FINAL AVAILABILITY BASE %	100.0	9.08	19.4	49.9	8.1	8.2	3.5	21.7	7.4	0.7	0.1	0.0	0.0	æ
DRKFO	WORKFORCE NUMBERS	25	21	4	17	3	1	0	3	-	0	0	0	0	0
DRKFO	WORKFORCE PARITY NUMBERS		20.2	4.8	12.5	2.0	2.1	6.0	5.4	1.8	0.2	0.0	0.0	0.0	۵
T UTIL	NET UTILIZATION (+,-)		0.8	-0.8	4.5	1.0	-1.1	6.0-	-2.4	-0.8	-0.2	0.0	0.0	0.0	Щ
EVIOU	PREVIOUS UTILIZATION***		1.4	<b>4.1</b> -	4.8	0.3	6.0-	-1.0	-2.4	-0.7	-0.2	0.0	0.0	0.0	止
*Enter Li	***Enter Line E from previous filing														_
SJAG	PREVIOUS PLAN GOALS	8	2	-			-	-	-						٥
IING GC	CURRENT PLAN HIRES	4	3	_	3	-									工
нін	CURRENT PLAN GOALS	5	က	2			-	-	2	-					
	PREVIOUS PLAN GOALS	2	-	-					1	-					
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GOALS	CURRENT PLAN GOALS	0	0	0									- - -		
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AW9U BOM	CURRENT PLAN GOALS	0	0	0											0

Form 85A

AGENCY: WESTERN CT STATE UNIVERSITY

REPORTING DATE:

MARCH 31, 2018

OCCUPATIONAL CATEGORY:

SKILLED CRAFT WORKERS

LABOR MARKET AREA: FAIRFIELD COUNTY

POSITION CLASSIFICATON (25+):_

					14/17	THINW.	ā	DI ACK		DINDANIC	AAIAA	MAIANHINDI			
		GRAND	TOTAL	TOTAL		4		į							
		TOTAL	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	MALE FEMALE	MALE	FEMALE	MALE	FEMALE	$\Box$
WORKFORCE %	RCE %	100.0%	%2'96	3.8%	84.6%	3.8%	3.8%	%0.0	0.0%	0.0%	7.7%	%0.0	%0:0	%0.0	⋖
FINAL AV.	FINAL AVAILABILITY BASE %	100.0	7.76	2.3	63.5	1.2	8.3	0.2	21.7	0.7	4.2	0.2	0.0	0.0	В
WORKFO	WORKFORCE NUMBERS	26	25	1	22	1	1	0	0	0	2	0	0	0	Ų
WORKFO	WORKFORCE PARITY NUMBERS		25.4	9.0	16.5	0.3	2.2	0.0	5.6	0.2	1.1	0.1	0.0	0.0	۵
NET UTIL	NET UTILIZATION (+,-)		-0.4	0.4	5.5	0.7	-1.2	0.0	-5.6	-0.2	0.9	-0.1	0:0	0.0	m
PREVIOU	PREVIOUS UTILIZATION***		-0.5	0.5	0.9	0.7	-0.9	-0.1	-6.3	-0.2	0.7	0.0	0.0	0.0	LL.
***Enter Li	***Enter Line E from previous filing														
SJAG	PREVIOUS PLAN GOAL	7	2	0			-		9						ග
SING GO	CURRENT PLAN HIRES	0	0	0											工
AIH	CURRENT PLAN GOAL	7	2	0			-		9						_
-	PREVIOUS PLAN GOAL	0	0	0											7
JANOITO	CURRENT PLAN PROMOTIONS	0	0	0											×
PROMC GOALS	CURRENT PLAN GOAL	0	0	0											1
REER	PREVIOUS PLAN GOAL	0	0	0											Σ
AD \0A/ )D YTIJI	CURRENT PLAN PROMOTIONS	0	0	0											Z
AW9U BOM	CURRENT PLAN GOALS	0	0	0											0

AGENCY: WESTERN CT STATE UNIVERSITY

REPORTING DATE:

MARCH 31, 2018

OCCUPATIONAL CATEGORY: PROTECTIVE SERVICES

LABOR MARKET AREA:

EA: FAIRFIELD COUNTY

POSITION CLASSIFICATON (25+):

	FEMALE	0.0% A	0.0 B	0	0.0 D	0.0 E	0.0 F	+	Ø	<u></u>			×		Σ	Z	
	MALE FE	0.0%	0.0	0	0.0	0.0	0.0										
HNPI	FEMALE	%0.0	0.1	0	0.0	0.0	0.0										
AAIANHNPI	MALE	5.6%	1.0	1	0.2	0.8	0.8										
HISPANIC	FEMALE	%0.0	1.2	0	0.2	-0.2	-0.2										
HISP	MALE	2.6%	10.3	1	1.9	-0.9	-0.9		-		-						
CK	FEMALE	5.6%	3.0	1	0.5	0.5	0.5										
BLACK	MALE	11.1%	11.5	2	2.1	-0.1	0.1										
WHITE	FEMALE	2.6%	4.3	-	0.8	0.2	0.2										
HM	MALE	%2.99	68.7	12	12.4	-0.4	9.0-		7		-		:				
TOTAL	FEMALE	11.1%	9.8	2	1.6	0.4	9.0		0	0	0	0	0	0	0	0	c
TOTAL	MALE	88.9%	91.4	16	16.4	-0.4	-0.5		2	0	2	0	0	0	0	0	C
GRAND	TOTAL	100.0%	100.0	18					2	0	2	0	0	0	0	0	Û
		RCE %	FINAL AVAILABILITY BASE %	WORKFORCE NUMBERS	WORKFORCE PARITY NUMBERS	NET UTILIZATION (+,-)	PREVIOUS UTILIZATION***	***Enter Line E from previous filing	PREVIOUS PLAN GOA	CURRENT PLAN HIRE	CURRENT PLAN GOAL	PREVIOUS PLAN GOA	CURRENT PLAN PROMOTIONS	CURRENT PLAN GOAL	PREVIOUS PLAN GOA	CURRENT PLAN PROMOTIONS	
		WORKFORCE %	FINAL AV	WORKFO	WORKFO	NET UTILI	PREVIOU	***Enter Lir	STV	IING GC	RIH		JANOITO	PROMC GOALS	STAC	IAD (GA.	M\A IOBI

Form 85A

## Section I Element No. 9

## EMPLOYMENT ANALYSES

Sec. 46a-68-86

### **Employment Analyses**

Under Section 46a-68-86 of the Affirmative Action Regulations of Connecticut State Agencies, the University has undertaken a comprehensive review of the employment activity and process that perpetuate or build in barriers to equal employment.

The University has performed the following analyses:

### (1) Employment Process Analysis

The University conducted a separate analysis named the Employment Process Analysis for any occupational category or position classification for which a separate availability base has been calculated and employment activity has occurred during the reporting period through hire, termination or other personnel activity.

The following statistical information/explanation has been analyzed:

- (a) <u>Promotions</u>: This data line is utilized to reflect only those promotions which occur from one EEO category to another EEO category.
- (b) <u>Promotions Within</u>: Promotions within each EEO category are listed at the end of each respective chart.
- (c) <u>Hires</u>: This data line includes new hires from outside and transfers from other state agencies to the University.
- (d) <u>Transfers</u>: Transfers within the University that are not promotions are recorded on this data line.
- (e) <u>Coding Correction</u>: As a result of further analysis, positions may be re-coded into a more appropriate occupational category.

With this submission, the University discovered a number of employees were erroneously counted last year in CORE as Full time/Part Time. The corrections have been made and noted on their corresponding sheets.

### (2) Applicant Flow Analysis

The University conducted a separate analysis on appointments to job titles shall be further analyzed. The applicant flow analysis shall track applicants through the hiring or promotional process to identify the step at which they were no longer candidates for employment. Information shall be provided as required for reductions in workforce. This analysis tracks applicants through the hiring or promotional process to determine the point at which they are no longer candidates for employment in the following categories:

- (a) Intra-Agency: includes all applicants who came from within the University;
- (b) <u>Outside Agency</u>: includes all applicants from other State agencies and Universities; and
- (c) Other Applicants: includes all other applicants that were neither from the University or State of Connecticut employees.

Since the University conducts national and regional searches for many of its administrative positions and faculty positions, the "Other Applicants" category contains the majority of the applicants.

### (3) Personnel Evaluation Analysis

The University has provided information by occupational category on all matters involving personnel evaluations, discipline or other reductions in the workforce. All personnel evaluations, discipline or other reductions in the workforce which were calculated during this reporting period are recorded on this form.

### Section I

### Element No. 9

## EMPLOYMENT ANALYSES

Sec. 46a-68-86

(Employment Process Analysis)

Western Connecticut State University

Administrative

FORM #42A1

31-Mar-18

### EMPLOYMENT PROCESS ANALYSIS Executive & Administrative

										·	
EMPLOYMENT PROCESS ANALYSIS	GT	тм	ΤF	WM	WF	вм	BF	нм	HF	AAIANHNPI M	AAIANHNPI F
WORKFORCE NUMBER CURRENT FILING	15	10	5	8	4	2	0	0	1	0	0
WORKFORCE NUMBER PRIOR FILING	12	10	2	8	2	2	0	0	0	0	0
NET CHANGE (+ or -)	3	0	3	0	2	0	0	0	1	0	0
HIRES	1	0	1	0	0	0	0	0	1	0	0
PROMOTIONS	0	0	0	0	0	0	0	0	0	0	0
PROVISONAL APPTS.	0	0	0	0	0	0	0	0	0	0	0
TEMPORARY APPTS.	2	0	2	0	2	0	0	0	0	0	0
EMERGENCY APPTS.	0	0	0	0	0	0	0	0	0	0	0
INTERMITTENT APPTS.	0	0	0	0	0	0	0	0	0	0	0
OTHER	0	0	0	0	0	0	0	0	0	0	0
TOTAL INCREASES	3	0	3	0	2	0	0	0	1	0	0
DISMISSALS	0	0	0	0	0	0	0	0	0	0	0
TRANSFERS	0	0	0	0	0	0	0	0	0	0	0
LAYOFFS PROMOTION OUT OF	0	0	0	0	0	0	0_	0	0_	0	0
CATEGORY	0	0	0	0	0	0	0	0	0	0	0
CATEGORY	0	0	0	0	0	0	0	0	0	0	0
RETIREMENTS (VOL.)	0	0	0	0	0	0	0	0	0	0	0
RETIREMENTS (INVOL.)	0	0	0	0	0	0_	0	0	0	0	0
RESIGNATIONS	0	0	0	0	0	0	0	0	0	0	0
OTHER	0	0	0	0	0	0	0	0	0	0	0
TOTAL REDUCTIONS	0	0	0	0_	0	0	0	0_	0	0	0
PROMO. WITHIN CATEGORY	0	0	0	0	0	0	0	0	0	0	0

Western Connecticut State University

Faculty - Professor

FORM #42A1

31-Mar-18

### **EMPLOYMENT PROCESS ANALYSIS**

Faculty - Professor

EMPLOYMENT PROCESS ANALYSIS	GT	тм	TF	wm	WF	вм	BF	нм	HF	AAIANHNPI M	AAIANHNPI F
WORKFORCE NUMBER CURRENT FILING	90	52	38	43	33	2	2	4	2	3	1
WORKFORCE NUMBER PRIOR FILING	92	52	40	45	35	2	1	2	2	3	2
NET CHANGE (+ or -)	-2	0	-2	-2	-2	0	1	2	0	0	-1
HIRES	0	0	0	0	0	0	0	0	0	0	0
PROMOTIONS	8	5	3	3	2	0	1	1	0	1	0
PROVISONAL APPTS.	0	0	0	0	0_	0	0	0	0	0	0
TEMPORARY APPTS.	0	0	0	0	0	0	0	0	0	0	0
EMERGENCY APPTS.	0	0	0	0	0	0	0	0_	0	0	0
INTERMITTENT APPTS.	0	0	0	0	0	0	0	0	0	0	0
OTHER (MISCOUNT IN PRIOR AAP)	1	1	0	0	0	0	0_	1	0	0	0
TOTAL INCREASES	9	6	3	3	2	0	1	2	0	1	0
DISMISSALS	0	0_	0	0	0	0	0	0	0	0	0
TRANSFERS	0	0	0	0	0	0	0	0	0	0	0
LAYOFFS PROMOTION OUT OF	0	0	0	0	0	0	0_	0	0	0	0
CATEGORY DEMOTION INTO OTHER	0	0	0	0	0	0	0	0	0	0	0
CATEGORY	0	0_	0	0	0	0	0	0	0	0	0
RETIREMENTS (VOL.)	11	6	5	5	4	0	0	0	0	1	1
RETIREMENTS (INVOL.)	0	0	0	0	0	0	0	0	0	0	0
RESIGNATIONS	0	0	0	0	0	0	0	0	0	0	0
OTHER	0	0	0	0	0	0	0	0	0	0	0
TOTAL REDUCTIONS	11	6	5_	5	4	0	0	0	0	1	1
PROMO. WITHIN		0	0	0	0	0	0	0	0	0	0

Faculty Assoc Professor FORM #42A1

### EMPLOYMENT PROCESS ANALYSIS Faculty - Associate Professor

EMPLOYMENT PROCESS ANALYSIS	GT	TM	TF	WM	WF	вм	BF	нм	HF	AAIANHNPI M	AAIANHNPI F
WORKFORCE NUMBER CURRENT FILING	62	31	31	15	22	3	1	1	1	12	7
WORKFORCE NUMBER PRIOR FILING	62	30	32	21	24	2	1	2	1	5	6
NET CHANGE (+ or -)	0	1	-1	-6	-2	1	0	-1	0	7	1
HIRES	0	0	0	0_	0	0	0	0	0	0	0
PROMOTIONS	18	8	10	0	9	୍ର 1	0	0	1	7	0
PROVISONAL APPTS.	2	2	0	0	0	0	0	0	0	2	0
TEMPORARY APPTS.	0	0	0	0	0	0	0	0	0_	0	0
EMERGENCY APPTS.	0	0	0	0	0	0_	0	0	0_	0	0
INTERMITTENT APPTS.	1	0_	1	0	0	0	0	0	0	0	1
OTHER (MISCOUNT ON PRIOR AAP)	1	0	1	0	0	0	1	0	0	0	0
TOTAL INCREASES	22	10	12	0	9	1	1_	0	1	9	1
DISMISSALS	0	0	0	0	0	0	0	0	0	0	0
TRANSFERS	0	0	0	0	0	0	0	0	0	0	0
LAYOFFS	0	0	0	0	0	0_	0	0	0	0	0
PROMOTION OUT OF CATEGORY	14	7	7	4	6	0	1	1	0	2	0
DEMOTION INTO OTHER CATEGORY	0	0	0	0	0	0	0	0	0	0	0
RETIREMENTS (VOL.)	8	2	6	2	5	0	0	0	1	0	0
RETIREMENTS (INVOL.)	0	0	0_	0	0	0	0	0	0	0	0
RESIGNATIONS	0	0_	0	0	0_	0	0	0	0_	0	0
OTHER	0	0	0	0	0	0	0	0	0	0	0
TOTAL REDUCTIONS	22	9	13	6	11	0	1	1	1_	2	0
PROMO, WITHIN CATEGORY	0	0	0	0	0	0	0	0	0	0	0

31-Mar-18

Western Connecticut State University Faculty Assistant Professor FORM #42A1

### EMPLOYMENT PROCESS ANALYSIS Faculty - Assistant Professor

EMPLOYMENT PROCESS ANALYSIS	GT	ТМ	TF	WM	WF	вм	BF	нм	HF	AAIANHNPI M	AAIANHNPI F
WORKFORCE NUMBER CURRENT FILING	64	25	39	19	30	0	2	1	4	5	3
WORKFORCE NUMBER PRIOR FILING	65	21	44	13	38	1	2	0	2	7	2
NET CHANGE (+ or -)	-1	4	-5	6	-8	-1	0	1	2	-2	1
HIRES	12	5	7	4	4	0	0	1	3	0	0
PROMOTIONS	0	0	0	0	0	0	0	0	0	0	0
PROVISONAL APPTS.	0	0	0	0	0	0	0	0	0	0	0
TEMPORARY APPTS.	0	0	0	0	0	0	0	0	0	0	0
EMERGENCY APPTS.	0	0	0	0	0	0	0	0	0	0	0
OTHER (MISCOUNT FROM PRIOR AAP)	3	2	1	2	0	0	0	0	0	0	1
TOTAL INCREASES	15	7	8	6	4	0	0	1	3	0	1
DISMISSALS	0	0	0	0	0	0	0	0	0	0	0
TRANSFERS	0	0	0	0	0	0	0	0	0	0	0
LAYOFFS PROMOTION OUT OF	0	0	0	0	0	0	0	0_	0	0	0
CATEGORY DEMOTION INTO	10	1	9	0	8	0	0	0	1	1	0
OTHER CATEGORY	0	0	0	0	0	0	0_	0	0	0	0
RETIREMENTS (VOL.)	2	1	1	0	1	0	0	0	0	1	0
RETIREMENTS (INVOL.)	0	0	0	0	0	0	0	0	0	0	0
RESIGNATIONS	4	1	3	0	3	1	0	0	0	0	0
TOTAL REDUCTIONS	16	3	13	0	12	1	0	0	1	2	0
PROMO. WITHIN CATEGORY	0	0	0	0	0	0	0	0	0	0	0

31-Mar-18

Western Connecticut State University Professional Non-Faculty FORM #42A1

### EMPLOYMENT PROCESS ANALYSIS Professional Non-Faculty

EMPLOYMENT PROCESS ANALYSIS	GТ	тм	TF	WM	WF	вм	BF	нм	HF	AAIANHNPI M	AAIANHNPI F
WORKFORCE NUMBER CURRENT FILING	141	63	78	52	67	3	1	6	7	2	3
WORKFORCE NUMBER PRIOR FILING	150	63	87	54	73	3	1	4	8	2	5
NET CHANGE (+ or -)	-9	0	-9	-2	-6	0	0	2	-1	0	-2
HIRES	1	1	0	0	0	0	0	1	0	0	0
PROMOTIONS	0	0	0	0	0	0	0	0	0	0	0
VOLUNTARY DEMOTION INTO	0	0	0	0	0	0	0	0	0	0	0
TEMPORARY APPTS.	0	0	0	0	0	0	0_	0	0	0	0
EMERGENCY APPTS.	0	0	0	0	0	0	0	0	0	0	0
OTHER (MISCOUNT FROM PRIOR AAP)	1	1	0	0	0	0	0	1	0	0	0
TOTAL INCREASES	2	2	0	0	0	0	0	2	0	0	0
DISMISSALS	0	0	0	0	0	0	0	0	0	0	0
TRANSFERS	0	0	0	0	0	0	0	0_	0	0	0
LAYOFFS	0	0	0	0	0	0	0	0	0	0	0
PROMOTION OUT OF CATEGORY	0	0	0	0	0	0	0	0	0	0	0
OTHER CATEGORY	0	0	0	0	0	0	0	0	0	0	0
RETIREMENTS (VOL.)	8	1	7	1_	4	0_	0	0_	1	0	2
RETIREMENTS (INVOL.)	0	0	0	0	0	0	0	0	0	0	0
RESIGNATIONS	3	1_	2	1_	2	0	0	0	0	0	0
TOTAL REDUCTIONS	11	2	9	2	6	0	0_	0	1	0	2
PROMO. WITHIN CATEGORY	0	0	0	0	0	0	0	0	0	0	0

Clerical (AllTitles, except Secretary 2) FORM #42A1

### EMPLOYMENT PROCESS ANALYSIS Cierical (AllTitles, except Secretary 2)

								· · · · · · · · · · · · · · · · · · ·		<del></del>	·
EMPLOYMENT PROCESS ANALYSIS	GT	TM	TF	WM	WF	вм	BF	нм	HF	AAIANHNPI M	AAIANHNPI F
WORKFORCE NUMBER CURRENT FILING	38	0	38	0	25	0	9	0	3	0	1
WORKFORCE NUMBER PRIOR FILING	40	0	40	0_	29	0	8	0	3	0	0
NET CHANGE (+ or -)	-2	0_	-2	0	-4	0	11	0	0	0	1
HIRES	1	0	1	0	1	0	0	0	0	0	0
PROMOTIONS	0	0	0	0	0	0	0	0	0	0	0
PROVISONAL APPTS.	0	0	0	0	0	0	0	0	0	0	0
TEMPORARY APPTS.	. 0	0	0	0	0	0	0	0	0	0	0
EMERGENCY APPTS.	0	0	0	0	0	0	0	0	0	0	0
OTHER (MISCOUNT FROM PRIOR AAP)	2	0	2	0	0	0	1	0	0	0	1
TOTAL INCREASES	3	0	3	0	1_	0	1	0_	0	0	1
DECEASED	0	0	0	0_	0	0	0	0	0	0	0
TRANSFERS	0	0	0	0	0	0	0	0	0	0	0
LAYOFFS	0	0	0	0	0	0	0	0	0	0	0
PROMOTION OUT OF CATEGORY	0	0	0	0	0	0	0	0	0	0	0
CATEGORY	0	0	0	0	0	0	0	0	0	0	0
RETIREMENTS (VOL.)	5	0	5	0	5	0	0	0	0	0	0
RETIREMENTS (INVOL.)	0	0	0_	0	0	0	0	0	0	0	0
RESIGNATIONS	0	0	0	0	0	0	0	0	0	0	0
TOTAL REDUCTIONS	5	0	5	0	5	0	0	0	0	0	0
CATEGORY	0	0	0	0	0	0	0	0	0	0	0

Western Connecticut State University

31-Mar-18

Clerical - Secretary 2 FORM #42A1

### EMPLOYMENT PROCESS ANALYSIS

Clerical - Secretary 2

					,						
EMPLOYMENT PROCESS ANALYSIS	GT	TM	TF	WM	WF	вм	BF	нм	HF	AAIANHNPI N	AAIANHNPI I
WORKFORCE NUMBER CURRENT FILING	17	1	16	1	14	0	1	0	1	0	0
WORKFORCE NUMBER PRIOR FILING	22	1	21	1	15	0	3	0	2	0	1
NET CHANGE (+ or -)	-5	0	-5	0	-1	0	-2	0	-1	0	-1
HIRES	0	0	0	0	0	0	0	0	0	0	0
PROMOTIONS	0	0	0	0	0	0	0	0	0	0	0
PROVISONAL APPTS.	0	0	0	0	0	0	0	0	0	0	0
TEMPORARY APPTS.	0	0	0_	0	0	0	0	0	0	0	0
EMERGENCY APPTS.	0	0	0_	0	0	0	0	0	0	0	0
INTERMITTENT APPTS.	0	0	0	0	0	0	0	0	0	0	0
TOTAL INCREASES	0	0	0	0	0	0_	0	0	0	0	0
DISMISSALS	0	0	0	0	0	0	0_	0	0	0	0
TRANSFERS	0	0	0	0	0	0	0	0	0	0	0
LAYOFFS PROMOTION OUT OF	0_	0	0	0	0	0	0	0	0_	0	0_
CATEGORY DEMOTION INTO	0	0	0	0	0	0	0	0	0	0	0
OTHER CATEGORY	0	0	0	0	0_	0_	0	0	0	0	0
RETIREMENTS (VOL.)	4	0	4	0_	1_	0_	2	0	1	0	0
(INVOL.)	0	0	0	0	0	0	0	0	0	0	0
RESIGNATIONS	1	0	1_	0_	0	0	0	0	0	0	1_
TOTAL REDUCTIONS	5	0	5	0	1	0	2	0_	1	0	1
PROMO. WITHIN CATEGORY	0	0	0	0	0	0	0	0	0	0	0

^{*}Keep this a separate category since it increased instead of showing a decrease.

31-Mar-18

Western Connecticut State University Technical Professional FORM #42A1

### **EMPLOYMENT PROCESS ANALYSIS**

Technical Paraprofessional

EMPLOYMENT PROCESS ANALYSIS	GT	TM	TF	WM	WF	вм	BF	нм	HF	AAIANHNPI M	AAIANHNPI F
WORKFORCE NUMBER CURRENT FILING	9	2	7	2	5	0	2	0	0	0	0
WORKFORCE NUMBER PRIOR FILING	10	2	8	2	6	0	2	0	0	0	0
NET CHANGE (+ or -)	-1	0	-1	0	-1	0	0	0	0	0	0
HIRES	0	0	0	0	0	0	0	0	0	0	0
PROMOTIONS	0	0	0	0	0	0	0	0	0	0	0
PROVISONAL APPTS.	0	0	0	0	0	0	0	0	0	0	0
TEMPORARY APPTS.	0	0	0	0	0	0	0	0	0	0	0
EMERGENCY APPTS.	0	0	0	0	0	0	0_	0	0	0	0
INTERMITTENT APPTS.	0	0	0	0	0	0_	0	0	0_	0	0
TITLE CHANGED TO NEW OCCUPATIONAL CATEGORY	0	0	0	0	0	0	0	0	0	0	0
TOTAL INCREASES	0	0	0	0	0	0	0	0	0	0	0
DISMISSALS	0	0	0	0	0	0	0	0	0	0	0
TRANSFERS	0	0	0	0	0	0	0	0	0	0	0
LAYOFFS	0	0	0	0	0_	0	0	0	0	0	0_
PROMOTION OUT OF CATEGORY DEMOTION INTO OTHER	0	0	0	0	0	0	0_	0	0	0	0
CATEGORY	0	0	0	0	0	0	0	0	0	0	0
RETIREMENTS (VOL.)	0	0	0	0	0	0	0	0	0	0	0
RETIREMENTS (INVOL.)	0	0	0	0_	0	0	0	0	0	0	0
RESIGNATIONS	1	0	1_	0	1	0	0	0_	0	0	0
OTHER	0	0	0	0	0	0	0	0	0	0	0
TOTAL REDUCTIONS	1	0	1	0_	1_	0	0	0	0_	0	0
PROMO: WITHIN	0	0	0	0	0	0	0	0	0	0	0

Western Connecticut State University

Skilled Craft FORM #42A1 31-Mar-18

### EMPLOYMENT PROCESS ANALYSIS Skilled Craft

EMPLOYMENT PROCESS ANALYSIS	GТ	TM	TF	WM	WF	ВМ	BF	нм	HF	AAIANHNPI M	AAIANHNPI F
WORKFORCE NUMBER CURRENT FILING	26	25	1	22	1	1	0	0	0	2	0
WORKFORCE NUMBER PRIOR FILING	28	27	1	24	1	1	0	0	0	2	0
NET CHANGE (+ or -)	-2	-2	0	-2	0	0	0	0	0	0	0
HIRES	0	0	0	0	0	0	0	0	0	0	0
PROMOTIONS	0	0	0	0	0	0	0	0	0	0	0
PROVISONAL APPTS.	0	0	0	0	0	0_	0	0	0	0	0
TEMPORARY APPTS.	0	0	0_	0	0	0	0	0	0	0	0
EMERGENCY APPTS.	0	0	0	0	0	0	0	0	0	0	0
INTERMITTENT APPTS.	0_	0	0	0	0_	0	0	0	0	0	0
TOTAL INCREASES	0	0	0_	0	0	0	0	0	0	0	0
DISMISSALS	0	0	0_	0	0	0	0	0_	0	0	0
TRANSFERS	0	0	0_	0	0	0	0	0	0	0	0
LAYOFFS	0	0	0	0_	0	0	0	0	0	0	0
PROMOTION OUT OF CATEGORY	0	0	0	0_	0	0	0	0	0	0	0
INTO OTHER CATEGORY	0	0	0	0	0	0	0	0	0	0	0
RETIREMENTS (VOL.)	1_	1	0	1	0	0_	0_	0	0	0	0
RETIREMENTS (INVOL.)	0	0	0	0	0	0_	0	0	0	0	0
RESIGNATIONS	1	1	0	1	0	0	0	0	0	0	0
TOTAL REDUCTIONS	2	2	0	2	0	0	0	0	0	0	0
PRONO. WITHIN CATEGORY	0	0	0_	0	0	0	0	0	0	0	0

Western Connecticut State University Service Maintenance FORM #42A1

31-Mar-18

### EMPLOYMENT PROCESS ANALYSIS Service Maintenance, Excluding Custodian Title

EMPLOYMENT PROCESS ANALYSIS	GТ	тм	TF	WM	WF	ВМ	BF	нм	HF	AAIANHNPI M	AAIANHNPI F
WORKFORCE NUMBER CURRENT FILING	25	21	4	17	3	1	0	3	1	0	0
WORKFORCE NUMBER PRIOR FILING	24	21	3	16	2	1	0_	4	1	0	0
NET CHANGE (+ or -)	1	0	1	1	1	0	0	-1	0	0	0
HIRES	4	3	1	3	1	0	0	0	0	0	0
PROMOTIONS	0	0	0	0	0	0	0	0	0	0	0
PROVISONAL APPTS.	0	0	0	0	0	0	0	0	0	0	0
TEMPORARY APPTS.	0	0	0	0	0	0	0	0	0	0	0
EMERGENCY APPTS.	0	0	0	0	0	0	0	0	0	0	0
INTERMITTENT APPTS.	0_	0	0	0	0	0	0	0	0	0	0
VOLUNTARY DEMOTION INTO OTHER CATEGORY	1	1	0	1	0	0	0	0	0	0	0
TOTAL INCREASES	5	4	1	4	1	0	0	0	0	0	0
DISMISSALS	0	0	0	0	0	0	0	0	0	0	0
TRANSFERS	0	0	0	0	0	0	0	0	0	0	0
LAYOFFS	0	0_	0	0	0	0	0	0	0	0	0
PROMOTION OUT OF CATEGORY	0	0	0	0	0	0	0	0	0	0	0
DEMOTION INTO OTHER CATEGORY	0	0	0	0	0	0	0	0	0_	0	0
RETIREMENTS (VOL.)	1	1	0	1_	0	0	0	0	0	0	0
RETIREMENTS (INVOL.)	0	0	0	0	0	0	0	0	0	0	0
RESIGNATIONS	3	3	0	2	0	0	0	1	0	0	0
TOTAL REDUCTIONS	4	4_	0	3	0_	0	0	1	0	0	0
PROMO. WITHIN CATEGORY	0	0	0	0	0_	0	0	0	0	0	0

31-Mar-18

Western Connecticut State University Service Maintenance-Custodian FORM #42A1

### EMPLOYMENT PROCESS ANALYSIS Service Maintenance - Custodian

										1	
EMPLOYMENT PROCESS ANALYSIS	GT	TM	TF	WM	WF	вм	BF	нм	HF	AAIANHNPI M	AAIANHNPI F
WORKFORCE NUMBER CURRENT FILING	53	42	11	27	6	5	1	10	4	0	0
WORKFORCE NUMBER PRIOR FILING	53	41	12	26_	6	5	2	10	4	0	0
NET CHANGE (+ or -)	0	11	-1	1	0	0	-1	0	0	0	0
HIRES	0	0	0	0	0	0	0	0	0	0	0
PROMOTIONS	0	0	0	0	0	0	0	0	0	0	0
PROVISONAL APPTS.	0	0	0	0	0	0	0	0	0	0	0
TEMPORARY APPTS.	0	0	0	0	0	0	0	0_	0	0	0
EMERGENCY APPTS.	0	0	0	0	0	0	0	0_	0	0	0
INTERMITTENT APPTS.	0	0	0	0	0	0	0	0	0	0	0
OTHER	1	1	0	1	0	0	0	0	0_	0	0
TOTAL INCREASES	1	1	0	1	0	0	0	0	0	0	0
DISMISSALS	0	0	0	0	0	0	0	0	0	0	0
TRANSFERS	0	0_	0	0	0	0	0	0	0	0	0
LAYOFFS	0_	0	0	0	0	0	0	0	0	0	0
PROMOTION OUT OF CATEGORY	0	0	0	0	0	0	0	0	0	0	0
CATEGORY	0	0	0	0	0	0	0	0	0	0	0
RETIREMENTS (VOL.)	0	0	0	0	0_	0	0	0	0	0	0
RETIREMENTS (INVOL.)	0	0	0	0	0	0	0	0	0	0	0
RESIGNATIONS	1	0_	1	0	0	0	1	0	0	0	0
TOTAL REDUCTIONS	1_	0	1	0	0	0	1	0	0	0	0
PROMO. WITHIN CATEGORY	0	0	0	0	0	0	0	0	0	0	0

Western Connecticut State
University
Protective Services
FORM #42A1

31-Mar-18

### **EMPLOYMENT PROCESS ANALYSIS**

Protective Services

					7/20						
EMPLOYMENT PROCESS ANALYSIS	GT	ТМ	TF	WM	WF	вм	BF	нм	HF	AAIANHNPI N	AAIANHNPI
WORKFORCE NUMBER CURRENT FILING	18	16	2	12	1	2	1	1	0	1	0
WORKFORCE NUMBER PRIOR FILING	18	16	2	12	11	2	1	1	0	1	0
NET CHANGE (+ or -)	0	0	0	0	0	0	0	0	0	0	0
HIRES	0	0	0	0	0	0	0	0	0	0	0
PROMOTIONS	0	0	0	0	0	0	0	0	0	0	0
PROVISONAL APPTS.	0	0	0	0	0	0	0	0	0	0	0
TEMPORARY APPTS.	0	0	0	0	0	0	0	0	0	0	0
EMERGENCY APPTS.	0	0	0	0	0	0	0	0	0	0	0
INTERMITTENT APPTS.	0	0	0	0	0	0	0	0	0	0	0
OTHER	0	0	0	0	0	0	0	0	0	0	0
TOTAL INCREASES	0	0	0	0	0	0	0	0	0	0	0
DISMISSALS	0	0	0	0	0	0	0_	0	0	0	0
TRANSFERS	0	0	0	0	0	0	0	0	0	0	0
LAYOFFS	0_	0	0	0	0	0	0	0	0	0	0
PROMOTION OUT OF CATEGORY	0	0	0	0	0	0	0	0	0	0	0
DEMOTION INTO OTHER CATEGORY	0	0	0	0_	0	0_	0	0	0	0	0
RETIREMENTS (VOL.)	0	0	0	0	0	0	0	0	0	0	0
RETIREMENTS (INVOL.)	0	0	0	0	0	0	0	0	0	0	0
RESIGNATIONS	0	0	0	0	0	0	0	0	0	0	0
TOTAL REDUCTIONS	0_	0	0	0	0	0	0	0	0	0	0
PROMO. WITHIN CATEGORY	0	0	0	0	0	0	0	0	0	0	0

## Section I Element No. 9

### EMPLOYMENT ANALYSES

Sec. 46a-68-86

(Applicant Flow Analysis)

OCCUPATIONAL CATEGORY:

**Executive Administrative** 

March 30, 2018

DATE:

POSITION OR POSITION CLASSIFICATION:

LOCATION:

All Titles

	GRAND	TOTAL	'AL	WHIT	11TE	I II	BLACK	HISP	HISPANIC	AAIAI	AAIANHNPI		UNKNOWN	7
APPLICANT FLOW ANALYSIS	TOTAL	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	UNKNOWN
Intra-agency	2	0	2	0	2	0	0	0	0	0	0	0	0	0
Outside agency	29	12	17	5	9	4	5	0	4	3	2	0	0	0
Layoff/Reemployment/SEBAC	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL APPLICANTS	31	12	19	5	8	4	5	0	4	3	2	0	0	0
Total Withdrew	2	0	2	0	1	0	1	0	0	0	0	0	0	0
Total Not Qualified	19	6	10	c	3	3	3	0	3	3	1	0	0	0
TOTAL QUALIFIED APPLICANTS	10	3	7	2	4	1	1	0	1	0	1	0	0	0
TOTAL INTERVIEWED	3	1	2	1	1	0	0	0	1	0	0	0	0	0
Not offered Position	2	н	1	1	1	0	0	0	0	0	0	0	0	0
Offered Position	3	0	С	0	2	0	0	0	1	0	0	0	0	0
Refused Position	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL ACCESSIONS	3	0	3	0	2	0	0	0	1	0	0	0	0	0
										·				

OCCUPATIONAL CATEGORY:

Faculty

March 30, 2018

DATE:

POSITION OR POSITION CLASSIFICATION:

LOCATION:

Professor

	GRAND	101	TOTAL	WHIT	IITE	18	BLACK	HISF	HISPANIC	AAIA	AAIANHNPI		UNKNOWN	7
APPLICANT FLOW ANALYSIS	TOTAL	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	UNKNOWN
Intra-agency (Promotions)	10	3	7	1	9	0	1	1	0	1	0	0	0	0
Outside agency	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Layoff/Reemployment/SEBAC	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL APPLICANTS	10	3	7	1	9	0	1	1	0	1	0	0	0	0
Total Withdrew	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Not Qualified	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL QUALIFIED APPLICANTS	10	3	7	1	9	0	1	1	0	1	0	0	0	0
TOTAL INTERVIEWED	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Not offered Position	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Offered Position	10	3	7	1	9	0	1	H	0	1	0	0	0	0
Refused Position	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL ACCESSIONS	10	3	7	1	9	0	1	IJ	0	П	0	0	0	0

# WESTERN CONNECTICUT STATE UNIVERSITY Hires & Promotions (No Exam) APPLICANT FLOW ANALYSIS

OCCUPATIONAL CATEGORY:

Faculty

March 30, 2018

DATE:

**Associate Professor** 

POSITION OR POSITION CLASSIFICATION:

LOCATION:

	GRAND	101	TOTAL	W	WHITE	18 1	BLACK	HISP	HISPANIC	AAIAI	AAIANHNPI		UNKNOWN	7
APPLICANT FLOW ANALYSIS	TOTAL	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	UNKNOWN
Intra-agency (Promotions)	10	г	6	0	8	0	0	0	1	턴	0	0	0	0
Outside agency	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Layoff/Reemployment/SEBAC	0	0	0	0	0	0	0	0	0	0	0	0	٥	0
TOTAL APPLICANTS	10	1	6	0	8	0	0	0	1	1	0	0	0	0
Total Withdrew	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Not Qualified	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL QUALIFIED APPLICANTS	10	1	6	0	8	0	0	0	1	1	0	0	0	0
TOTAL INTERVIEWED	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Not offered Position	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Offered Position	10	1	6	0	8	0	0	0	1	1	0	0	0	0
Refused Position	0	0	0	0	0	0	0	0 ×	0	0	0	0	0	0
TOTAL ACCESSIONS	10	1	6	0	8	0	0	0	1	1	0	0	0	0

OCCUPATIONAL CATEGORY:

Faculty

March 30, 2018

DATE:

**Assistant Professor** 

POSITION OR POSITION CLASSIFICATION: LOCATION:

	GRAND	10	TOTAL	WHIT	===	97	BLACK	HISPANIC	ANIC	AAIA	AAIANHNPI		UNKNOWN	z
APPLICANI FLOW ANALTSIS	TOTAL	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	UNKNOWN
Intra-agency	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Outside agency	470	285	185	157	84	36	34	27	18	65	49	0	0	0
Layoff/Reemployment/SEBAC	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL APPLICANTS	470	285	185	157	84	36	34	27	18	65	49	0	0	0
Totai Withdrew	7	4	3	2	1	0	1	0	1	2	0	0	0	0
Total Not Qualified	382	225	157	129	<i>L</i> 9	33	29	20	12	43	49	0	0	0
TOTAL QUALIFIED APPLICANTS	81	95	25	26	16	3	4	7	5	20	0	0	0	0
TOTAL INTERVIEWED	09	27	33	14	15	0	9	2	7	11	5	0	0	0
Not offered Position	47	23	24	11	11	0	5	1	3	11	5	0	0	0
Offered Position	13	5	8	4	4	0	0	1	3	0	1	0	0	0
Refused Position	1	0	1	0	0	0	0	0	0	0	1	0	0	0
TOTAL ACCESSIONS	12	5	7	4	4	0	0	1	m	0	0	0	0	0
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OCCUPATIONAL CATEGORY:

**Professional Non-Faculty** 

March 30, 2018

DATE:

POSITION OR POSITION CLASSIFICATION: LOCATION:

	GRAND	TOTAL	AL	W	WHITE	BL	BLACK	HISF	HISPANIC	AAIA	AAIANHNPI		UNKNOWN	7
APPLICANI FLOW ANALYSIS TO	TOTAL	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	UNKNOWN
	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Outside agency	108	51	57	31	35	9	6	9	9	œ	7	0	0	0
Layoff/Reemployment/SEBAC	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL APPLICANTS	108	51	57	31	32	9	6	6	9	8	7	0	0	0
	2	0	2	0	1	0	1	0	0	0	0	0	0	0
Total Not Qualified	86	47	51	59	33	9	8	5	4	7	9	0	0	0
TOTAL QUALIFIED APPLICANTS	80	4	4	2	1	0	0	1	2	1	1	0	0	0
TOTAL INTERVIEWED	3	2	1	1	0	0	0	1	0	0	1	0	0	0
Not offered Position	7	2	5	2	2	0	0	0	2	0	1	0	0	0
Offered Position	1	1	0	0	0	0	0	1	0	0	0	0	0	0
Refused Position	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL ACCESSIONS	1	1	0	0	0	0	0	1	0	0	0	0	0	0
														:
										- 1				

OCCUPATIONAL CATEGORY:

Secretarial Clerical

March 30, 2018

DATE:

POSITION OR POSITION CLASSIFICATION:

All Titles, Except Secretary 2 Danbury

LOCATION:

	GRAND	101	TOTAL	WHIT	IITE	BL	BLACK	HISP	HISPANIC	AAIA	AAIANHNPI		UNKNOWN	7
APPLICANT FLOW ANALYSIS	TOTAL	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	UNKNOWN
Intra-agency	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Outside agency	100	56	74	15	40	4	8	2	9	5	20	0	0	0
Layoff/Reemployment/SEBAC	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL APPLICANTS	100	26	74	15	40	4	8	2	9	S.	20	0	0	0
Total Withdrew	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Not Qualified	95	24	71	13	38	4	8	2	9	5	19	0	0	0
TOTAL QUALIFIED APPLICANTS	2	2	æ	2	2	0	0	0	0	0	1	0	0	0
TOTAL INTERVIEWED	2	2	3	2	2	0	0	0	0	0	1	0	0	0
Not offered Position	4	2	2	2	г	0	0	0	0	0	1	0	0	0
Offered Position	г	0	н	0	П	0	0	0	0	0	0	0	0	0
Refused Position	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL ACCESSIONS	1	0	1	0	1	0	0	0	0	0	0	0	0	0

OCCUPATIONAL CATEGORY:

Secretarial Clerical

March 30, 2018

DATE:

POSITION OR POSITION CLASSIFICATION:

Secretary 2 Danbury

LOCATION:

APPLICANI FLOW ANALYSIS	GRAND	TOTAL	At.	WHIT	ITE		BLACK	HISP	HISPANIC	AAIA	AAIANHNPI		UNKNOWN	
	TOTAL	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	UNKNOWN
Intra-agency	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Outside agency	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Layoff/Reemployment/SEBAC	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL APPLICANTS	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Withdrew	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Not Qualified	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL QUALIFIED APPLICANTS	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL INTERVIEWED	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Not offered Position	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Offered Position	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Refused Position	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL ACCESSIONS	0	0	0	0	0	0	0	0	0	0	0	0	0	0
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OCCUPATIONAL CATEGORY: Tech

Technical Paraprofessional

March 30, 2018

DATE:

POSITION OR POSITION CLASSIFICATION: All Titles

LOCATION:

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Danbury

	GRAND	101	TOTAL	WHI	ITE	BL	BLACK	HISP	HISPANIC	AAIA	AAIANHNPI		UNKNOWN	7
APPLICANI FLOW ANALYSIS	TOTAL	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	UNKNOWN
Intra-agency	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Outside agency	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Layoff/Reemployment/SEBAC	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL APPLICANTS	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Withdrew	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Not Qualified	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL QUALIFIED APPLICANTS	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL INTERVIEWED	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Not offered Position	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Offered Position	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Refused Position	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL ACCESSIONS	0	0	0	0	0	0	0	0	0	0	0	0	0	0
							i							

OCCUPATIONAL CATEGORY:

**Skilled Craft Workers** 

March 30, 2018

DATE:

POSITION OR POSITION CLASSIFICATION:

LOCATION:

All Titles Danbury

	GRAND	TOTAL	LAL	WHI	HTE	18 BL	BLACK	HISP	HISPANIC	AAIA	AAIANHNPI		UNKNOWN	
APPLICANI FLOW ANALTSIS	TOTAL	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	UNKNOWN
Intra-agency	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Outside agency	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Layoff/Reemployment/SEBAC	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL APPLICANTS	°	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Withdrew	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Not Qualified	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL QUALIFIED APPLICANTS	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL INTERVIEWED	0	0	0	0	0	0	0 =	0	0	0	0	0	0	0
Not offered Position	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Offered Position	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Refused Position	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL ACCESSIONS	0	0	0	0	0	0	0	0	0	0	0	0	0	0

OCCUPATIONAL CATEGORY:

Service Maintenance

March 30, 2018

DATE:

POSITION OR POSITION CLASSIFICATION:

LOCATION:

All Titles, Except Custodian

Danbury

	$\dashv$	-	-	-		$\dashv$	-	$\dashv$				$\dashv$	$\dashv$	
7	UNKNOWN	0	0	0	0	0	0	0	0	0	0	0	0	
UNKNOWN	FEMALE	0	0	0	0	0	0	0	0	0	0	0	0	
	MALE	0	0	0	0	0	0	0	0	0	0	0	0	
AAIANHNPI	FEMALE	0	2	0	2	0	2	0	0	0	0	0	0	
AAIA	MALE	0	23	0	23	2	16	5	5	. 2	0	0	0	
HISPANIC	FEMALE	0	0	0	0	0	0	0	0	0	0	0	0	
HISP	MALE	0	8	0	œ	1	9	Ħ	1	г	0	0	0	
BLACK	FEMALE	0	0	0	0	0	0	0	0	0	0	0	0	
BU	MALE	0	12	0	12	0	80	4	4	4	0	0	0	
WHITE	FEMALE	0	Э	0	3	0	2	1	н	0	1	0	1	
≱	MALE	0	54	0	54	1	46	7	7	4	8	0	3	
rAL	FEMALE	0	5	0	2	0	4	1	1	0	1	0	1	
TOTAL	MALE	0	97	0	97	4	76	17	17	14	3	0	8	
GRAND	TOTAL	0	102	0	102	4	80	18	18	14	4	0	4	
	APPLICANT FLOW ANALYSIS	Intra-agency	Outside agency	Layoff/Reemployment/SEBAC	TOTAL APPLICANTS	Total Withdrew	Total Not Qualified	TOTAL QUALIFIED APPLICANTS	TOTAL INTERVIEWED	Not offered Position	Offered Position	Refused Position	TOTAL ACCESSIONS	

OCCUPATIONAL CATEGORY:

Service Maintenance

March 30, 2018

DATE:

POSITION OR POSITION CLASSIFICATION:

Custodian

LOCATION:

Danbury

	GRAND	2	TOTAL	WHit	HTE	B	BLACK	HISF	HISPANIC	AAIA	AAIANHNPI		UNKNOWN	7
APPLICANI FLOW ANALYSIS	TOTAL	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	UNKNOWN
Intra-agency	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Outside agency	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Layoff/Reemployment/SEBAC	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL APPLICANTS	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Withdrew	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Not Qualified	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL QUALIFIED APPLICANTS	o	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL INTERVIEWED	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Not offered Position	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Offered Position	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Refused Position	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL ACCESSIONS	0	0	0	0	0	0	0	0	0	0	0	0	0	0

OCCUPATIONAL CATEGORY:

**Protective Services** 

March 30, 2018

DATE:

POSITION OR POSITION CLASSIFICATION:

All Titles Danbury

LOCATION:

DIDNIANA MININI PIRANI INC.	GRAND	2	TOTAL	WHIT	HTE	BL	BLACK	HISP	HISPANIC	AAIA	AAIANHNPI		UNKNOWN	
APPLICANI FLOW ANALTSIS	TOTAL	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	MALE	FEMALE	UNKNOWN
intra-agency	0	0	٥	0	0	0	0	0	0	0	0	0	0	0
Outside agency	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Layoff/Reemployment/SEBAC	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL APPLICANTS	٥	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Withdrew	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Not Qualified	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL QUALIFIED APPLICANTS	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL INTERVIEWED	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Not offered Position	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Offered Position	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Refused Position	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL ACCESSIONS	0	0	0	0	0	0	0	0	0	0	0	0	0	0
* Please note-1 HM and 1 OM were offered positions based on a successful background check and they both	ositions based o	in a successful	background che	ck and they b	oth were return	ed with issue	were returned with issues that disqualified them; so they both did not refuse the position directly.	ed them; so th	ey both did not	refuse the	position directl	·		

# Section I Element No. 9

## EMPLOYMENT ANALYSES

Sec. 46a-68-86

(Personnel Evaluation Analysis)

Western Connecticut
State University
Executive, Administrative
FORM #42A3

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#### PERSONNEL EVALUATION ANALYSIS

**Executive Administrative** 

PERSONNEL EVALUATION ANALYSIS	GT	ТМ	TF	WM	WF	вм	BF	нм	HF	.IANHNPIM	AAIANHNPIF	:
SERVICE RATINGS												А
Excellent	14	10	5	8	5	2	0	0	0	0	0	В
Very Good	1	11	0	1	0	0	0	0	0	0	0	С
Good	0	0	0	0	0	0	0	0	0	0	0	D
Satisfactory	0	0	0	0	0	0	0	0	0	0	0	E
Fair	0	0	0	0	0	0	0	0	0	0	0	F
Unsatisfactory	0	0	0	0	0	0	0	0	0	0	0	G
												Н
REPRIMANDS	0	0	0	0_	0	0	0	0	0	0	0	l J
SUSPENSIONS	0	0	0	0	0	0	0	0	0	0	0	K
DEMOTIONS	0	0	0	0	0	0	0	0	0	0	0	N
Within Occ. Category	0	0	0	0	0	0	0	0	0	0	0	м
Lower Occ. Category	0	0	0	0	0	0	0	0	0	0	0	0 P
TRANSFERS	11	1	0	1	0	0	0	0	0	0	0	Q
Intra-agency	1	1	0	11	0	0	0	0	0	0	0	R
Outside Agency	0	0	0	0	0	0	0	0	0	0	0	s

Western Connecticut State University Faculty

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FORM #42A3

#### PERSONNEL EVALUATION ANALYSIS

Faculty

PERSONNEL EVALUATION ANALYSIS	GT	ТМ	TF	WM	WF	вм	BF	нм	HF	IANHNPIM	AAIANHNPIF
SERVICE RATINGS											
Excellent	0	0	0	0	0	0	0	0	0	0	0
Very Good	0	0	0	0	0	0	0	0	0	0	0
Good	0	0	0	0	0	0	0	0	0	0	0
Satisfactory	11	7	4	4	4	0	0	1	0	2	0
Fair	. 0	0	0	0	0	0	0	0	0	0	0
Unsatisfactory	0	0	0	0	0	0	0	0	0	0	0
REPRIMANDS	0	0	0	0	0	0	0	0	0	0	0
SUSPENSIONS	1	0	1	0	1	0	0	0	0	0	0
DEMOTIONS	0	0	0	0	0	0	0	0	0	0	0
Within Occ. Category	0	0	0	0	0	0	0	0	0	0	0
Lower Occ. Category	0	0	0	0	0	0	0	0	0	0	0
TRANSFERS	. 0	0	0	0	0	0	0	0	0	0	0
Intra-agency	0	0	0	0	0	0	0	0	0	0	0
Outside Agency	0	0	0	0	0	0	0	0	0	0	0

Western Connecticut State University Professional Non-Faculty FORM #42A3

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### PERSONNEL EVALUATION ANALYSIS

Professional Non-Faculty

						<u>.</u>					
PERSONNEL EVALUATION ANALYSIS	GT	ТМ	TF	WM	WF	вм	BF	НМ	HF	IANHNPIM	AAIANHNPIF
SERVICE RATINGS											
Excellent	33	12	21	11	18	0	0	0	2	1	1
Very Good	14	5	11	5	7	0	0	0	4	0	0
Good	0	0	0	0	0	0	0	0	0	0	0
Satisfactory	1	1	0	0	0	0	0	0	0	1	0
Fair	0	0	0	0	0	0	0	0	0	0	0
Unsatisfactory	0	0	0	0	0	0	0	0	0	0	0
REPRIMANDS	1	1	0	1	0_	0	0	0	0	0	0
SUSPENSIONS	0	0	0	0	0	0	0	0	0	0	0
DEMOTIONS	0	0	0	0	0	0	0	0	0	0	0
Within Occ. Category	0	0	0	0	0	0	0	0	0	0	0
Lower Occ. Category	0	0	0	0	0	0	0	0	0	0	0
TRANSFERS	3	0	0	0	0	0	0	0	0	0	0
Intra-agency	3	3	0	2	0	1	0	0	0	0	0
Outside Agency	0	0	0	0	0	0	0	0	0	0	0

Western Connecticut State University

Clerical FORM #42A3 31-Mar-18 Page 1

#### PERSONNEL EVALUATION ANALYSIS

Clerical

PERSONNEL EVALUATION ANALYSIS	GТ	тм	TF	WM	WF	вм	BF	НМ	НF	IANHNPIM	AAIANHNPIF
SERVICE RATINGS											
Excellent	28	0	28	0	21	0	3	0	3	0	1
Very Good	18	1	17	1	14	0	3	0	1	0	0
Good	2	0	2	0	0	0	2	0	0	0	0
Satisfactory	0	0	0	0	0	0	0	0	0	0	0
Fair	0	0	0	0	0	0	0	0	0	0	0
Unsatisfactory	0	0	0	0	0	0	0	0	0	0	0
REPRIMANDS	2	0	2	0	0	0	-1	0	1	0	0
SUSPENSIONS	0	0	0	0	0	0	0	0	0	0	0
DEMOTIONS	0	0	0	0	0	0	0	0	0	0	0
Within Occ. Category	0	0	0	0	0	0	0	0	0	0	0
Lower Occ. Category	0	0	0	0	0	0	0	0	0	0	0
TRANSFERS	0	0	0	0	0	0	0	0	0	0	0
Intra-agency	0	0	0	0	0	0	0	0	0	0	0
Outside Agency	0	0	0	0	0	0	0	0	0	0	0

Western Connecticut State University Technical & Paraprofessional FORM #42A3

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#### PERSONNEL EVALUATION ANALYSIS

Technical and Paraprofessional

PERSONNEL EVALUATION ANALYSIS	GТ	тм	TF	WM	WF	вм	BF	нм	HF	AAIANHNPIN	AAIANHNPIF
SERVICE RATINGS						A					
Excellent (Superior)	7	0	7	0	_4	0	2	0	1	0	0
Very Good	0	0	0	0	0	0	0	0	0	0	0
Good	0	0	0	0	0	0	0	0	0	0	0
Satisfactory	1	0	1	0	1	0	0	0	0	0	0
Fair	0	0	0	0	0	0	0	0	0	0	0
Unsatisfactory	0	0	0	0	0	0	0	0	0	0	0
REPRIMANDS	0	0	0	0	0	0	0	0	0	0	0
SUSPENSIONS	0	0	0	0	0	0	0	0	0	0	0
DEMOTIONS	0	0	0	0	0	0	0	0	0	0	0
Within Occ. Category	0	0	0	0	0	0	0	0	- 0	0	0
Lower Occ. Category	0	0	0	0	0	0	0	0	0	0	0
TRANSFERS	0	0	0	0	0	0	0	0	0	0	0
Intra-agency	0	0	0	0	0	0	0	0	0	0	0
Outside Agency	0	0	0	0	0	0	0	0	0	0	0

Western Connecticut State University Skilled Craft

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FORM #42A3

#### PERSONNEL EVALUATION ANALYSIS

Skilled Craft

PERSONNEL EVALUATION ANALYSIS	GТ	ТМ	ΤF	WM	WF	вм	BF	нм	НF	IANHNPIM	AAIANHNPIF
SERVICE RATINGS											
Excellent	6	6	0	6	0	0	0	0	0	0	0
Very Good	0	0	0	0	0	0	0	0	0	0	0
Good	18	18	0	14	0	1	0	0	0	3	0
Satisfactory	0	0	0	0	0	0	0	0	.0	0	0
Fair	0	0	0	0	0	0	0	0	0	0	0
Unsatisfactory	0	0	0	0	0	0	0	0	0	0	0
REPRIMANDS	0	0	0	0	0	0	0	0	0	0	0
SUSPENSIONS	0	0	0	0	0	0	0	0	0	0	0
DEMOTIONS	0	0	0	0	0	0	0	0	0	0	0
Within Occ. Category	0	0	0	0	0	0	0	0	0	0	0
Lower Occ. Category	0	0	0	0	0	0	0	0	0_	0	0
TRANSFERS	0	0	0	0	0	0	0	0	0	0	0
Intra-agency	0	0	0	0	0	0	0	0	0_	0	0
Outside Agency	0	0	0	0	0	0	0	0	0	0	0

Western Connecticut State University Maintenance

FORM #42A3

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#### PERSONNEL EVALUATION ANALYSIS

Maintenance

PERSONNEL EVALUATION ANALYSIS	GТ	TM	ΤF	WM	WF	вм	BF	нм	HF	IANHNPIM	AAIANHNPIF
SERVICE RATINGS											
Excellent	30	21	9	8	5	2	1	5	2	5	1
Very Good	0	0	0	0	0	0	0	0	0	0	0
Good	33	29	4	17	2	2	0	6	2	3	0
Satisfactory	7	5	11	3	1	2	0	0	0	0	0
Fair	0	0	0	0	0	0	. 0	0	0	0	0
Unsatisfactory	1	1	0	0	0	0	0	1	0	0	0
REPRIMANDS	11	11	0	7	0	1	0	3	0	0	0
SUSPENSIONS	0	0	0	0	0	0	0	0	0	0	0
DEMOTIONS	0	0	0	0	0	0	0	0	0	0	0
Within Occ. Category	1	1	0	0	0	0	0	1	0	0	0
Lower Occ. Category	0	0	0	0	0	0	0	0	0	0	0
TRANSFERS	1	0	1	0	0	0	0	0	0	0	0
Intra-agency	0	0	0	0	0	0	0	0	0_	0	0
Outside Agency	1	0	1	0	1	0	0	0	0	0	0

Western Connecticut State University Protective Services FORM #42A3

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#### PERSONNEL EVALUATION ANALYSIS

#### **Protective Services**

PERSONNEL EVALUATION ANALYSIS	GТ	тм	TF	WM	WF	вм	BF	HM	HF	ANHNPIM	AAIANHNPIF
SERVICE RATINGS											
Excellent	12	11	1	7	0	2	1	1	0	1	0
Very Good	0	0	0	0	0	0	0	0	0	0	0
Good	4	3	1	3	1	0	0	0	0	0	0
Satisfactory	0	0	0	0	0	0	0	0	0	0	0
Fair	0	0	0	0	0	0	0	0	0	0	0
Unsatisfactory	0	0	0	0	0	0	0	0	0	0	0
REPRIMANDS	. 0	0	0	0	0	0	0	0	0	0	0
SUSPENSIONS	0	0	0	0	0	0	0	0	0	0	0
DEMOTIONS	0	0	0	0	0	0	0	0	0	0	0
Within Occ. Category	0	0	0	0	0	0	0	0	0	0	0
Lower Occ. Category	0	0	0	0	0	0	0	0	0	0	0
TRANSFERS	0	0	0	0	0	0	0	0	0	0	0
Intra-agency	0	0	0	0	0	0	0	0	0	0	0
Outside Agency	0	0	0	0	0	0	0	0	0	0	0

# Section J Element No. 10

## IDENTIFICATION OF PROBLEM AREAS

Sec. 46a-68-87

#### **Identification of Problem Areas**

Under Section 46a-68-87(a) of the Affirmative Action Regulations of the Connecticut State Agencies, the University has established an examination where within an occupational category, position classification within an occupational category employing a significant number of persons or position classification for which a separate availability base is calculated has experienced an increase or reduction in workforce. The University has examined its personnel policies and practices to identify those non-quantifiable aspects of the employment process which may impede or prevent the full and fair participation of protected race and sex group members in the employment process. Where applicable, the University shall address the following aspects of employment:

#### (1) Employment Applications

For positions in the Executive/Administrative, Faculty, and Professional/Non-Faculty categories, candidates apply by sending a resume, cover letter, and reference information. This process enables prospective candidates to present extensive information about their candidacy to search committees ("committees"), thereby enabling committees to review candidates with alternative experience or qualifications where possible. Advertisements state that the University may consider an equivalent combination of credentials and/or experience to meet the specified qualifications.

Several years ago, the University implemented procedure to solicit demographic data/information in which applicants are asked for this information via email. Applicants may voluntarily decline to provide the requested information, but this electronic process has led to a tremendous increase in participation. Additionally, the use of a search consultant for some searches ensured 100% of candidates responded to the University's request for demographic data/information as the consultant encouraged applicants to respond to all of the University's requests for any type of information.

Beginning in September 2017, the Office of Diversity and Equity has included the use of a document named the "University Search Plan" to map out networking and recruitment opportunities to increase the number of applications for positions in the Executive/Administrative, Faculty, and Professional/Non-Faculty categories. With this new endeavor, the University has seen we will report the outcomes in the next Affirmative Action Plan reporting period.

Western Connecticut State University's employment application contains information necessary for employment and does not request discriminatory data or other known information deemed discriminatory by law. The University has examined the employment application for compliance with the Americans with Disabilities Act. The University's employment application has been updated in order to collect applicants' email addresses, commercial driver's license information, as well as to add additional space for information from Police Officer applicants.

#### (2) Job Qualifications

#### Executive/Administrative

The positions in this occupational category are unclassified and highly specialized in that each one is a one of a kind position and involves major areas of higher education administration. Recruitment for these positions can be difficult because extensive qualifications are required. The educational expectation is usually a doctorate or terminal degree.

This requirement may reduce the number of underrepresented group candidates. However, in addition to recruiting within various professional affinity organizations, the University does advertise for and considers comparable alternative credentials and experience to improve access. Additional impediments to recruiting for this category are some of the employment conditions imposed on the Management & Confidential Employees by the Connecticut State Colleges and Universities (CSCU). These conditions include the inability to confer academic rank or tenure to non-teaching administrators. Loss of tenure is a critical issue to those who move from the teaching academic ranks to the administrative ranks.

Administrators want to have the ability to move between the two different employment classes as their careers move on an upward trajectory. In 2013, we were pleased that the Connecticut State Colleges and Universities (CSCU) changed their policy and revoked a three (3) month noncontinuation notice policy which had been imposed in 2006. This meant that with proper notification, after the first year of employment, executives and administrators could be terminated with ninety (90) days' notice. This employment condition, combined with the lack of tenure and the high cost of living in Fairfield County, has made recruiting very difficult for the University, particularly as they are conditions over which the University has no control. The cost of living is a very difficult obstacle. The salary ranges that Connecticut State Colleges and Universities (CSCU) and the State of Connecticut use are consistent across the state. However, the cost of living differs greatly from Fairfield County to Willimantic County. It is difficult to find satisfactory solutions within the boundaries of the State. We are able to offer some relocation assistance to Management/Confidential and instructional faculty from underrepresented minority groups but that does not counteract the day-to day demands.

#### **Faculty**

Job requirements for faculty members are usually demanding. The applicants must possess doctorates or have all requirements for their doctorates completed except for their dissertations ("All but Dissertation" status) or other terminal degrees in order to meet accreditation standards for the School and/or discipline.

Search committees seek applicants who meet not only the minimum qualifications but also the preferred qualifications. The quality of the applicants' credentials significantly impacts the selection of the final candidates. Setting high levels of educational and experiential qualifications may limit the number of applicants who are members of underutilized groups. Competition to recruit minority candidates is intense. Collective bargaining salary caps, high course loads, and limited research funds all impact the University's ability to recruit. However, the University has considered candidates who have not yet obtained their terminal degree, contingent upon receiving the appropriate degree by the time appointment has been offered. Department members who attend professional conferences and workshops are also encouraged to conduct interest discussions with potential candidates.

#### Professional/Non-Faculty

The Professional/Non-Faculty category consists of administrative faculty members who support all aspects of the University in divisions such as Student Affairs, Finance and Administration, Academic Affairs, and University Computing.

The job qualifications for each administrative faculty position are set out in a job description reviewed by the State University Organization of Administrative Faculty (SUOAF/AFSCME)

union and management. All positions require a minimum of a Bachelor's degree, with many positions requiring a Master's degree and several years of relevant administrative experience.

The recruitment and selection process mandated by the SUOAF/AFSCME collective bargaining agreement requires that any vacancy or promotional opportunity must be posted internally so that bargaining unit members of the Connecticut State University System are afforded the opportunity to apply for the opportunity before external recruitment can be initiated. The bargaining unit member must communicate their interest to Human Resources within ten (10) working days of the vacancy notification. This process facilitates upward mobility but can result in a limited pool of candidates.

Or (or around) November 2017, the Department of Administrative Services for the State of Connecticut implemented the use of JobAps, the new applicant recruitment system to improve the State's hiring process with classified positions. Therefore, the review of applications and credentials/qualifications for classified positions has been changed to permit for equitable review of applications through this new system. Civil service certification lists are no longer commonly used upon the implementation of this new system.

#### Clerical

Job qualifications and specifications are set by the State of Connecticut's Department of Administrative Services for these positions. Candidates are often selected from SEBAC and/or reemployment lists. Recruitment for clerical positions is often difficult because it is defined by the regulatory framework within which recruitment and selection must be conducted. Until recently, the state certification examinations were held only in Hartford, making it inconvenient for potential local applicants who lacked transportation to get to the examination, but would be able to utilize mass transit for commuting to local job opportunities. The addition of more testing sites by DAS has begun to ease this difficulty.

#### Technical/Paraprofessional

Positions within this category are specialized and require experience and/or education in specific types of work. Candidates for these positions must be on the appropriate state certification list at the time of appointment to the position. It can be difficult to effectively target recruitment efforts towards underrepresented group members with the intent of advising them on how to apply for and take the appropriate state certification examination as the vacancies occur rarely and the examinations are given even more infrequently.

#### Skilled Crafts

The stringent qualifications for positions in this category may prevent some underutilized class members from applying for employment opportunities if they lack the requisite skills. Management makes information available to its employees regarding education, skills, and experience needed for each job in the career ladder. In addition, the Connecticut Employee Union Independent bargaining agreement requires that each vacancy shall first be filled by transfer from within the agency then filled by promotion from within the agency. Any employee who is seeking a transfer or promotion to another position within the agency shall be given preference over new hires unless he/she is not qualified to perform the job. Affirmative Action/EEO gains through external hires are compromised when vacancies within this category are generally filled by transfer or promotion.

Salary rates are an important factor that impacts the University's recruitment efforts in this category. Salary rates in this occupational category are not competitive with the local job market. Consequently, local minority skilled crafts workers are able to earn more in the private sector than

at the University. Therefore, where possible, the University uses in-house training opportunities to develop internal pools of minority group members.

#### Service Maintenance

As with the Skilled Crafts classification the Connecticut Employee Union Independent bargaining agreement requires that each vacancy shall first be filled by transfer from within the agency then filled by promotion, based on seniority, from within the agency. Any employee who is seeking a transfer or promotion to another position within the agency shall be given preference over new hires unless he/she is not qualified to perform the job. Affirmative Action/EEO gains through external hires are compromised when vacancies within this category are generally filled by transfer or promotion. These contractual requirements can serve to limit the University's ability to recruit minority group members for positions in this category.

#### **Protective Services**

The recruitment of females, especially minority females, into positions traditionally held by males, such as Police Officer, is difficult statewide. Additionally, at the University level, salary rates are not competitive with the local market. Consequently, many females and minority group members are able to earn more through salary and overtime with municipal and county agencies. However, Department members who attend professional conferences and workshops are encouraged to conduct interest discussions with potential candidates.

#### (3) Recruitment Practices

Western Connecticut State University has a sound and extensive affirmative action recruitment structure and is attentive to expanding its recruitment sources. During the reporting period, the University has implemented new procedures with the use of search committee participants to recruit at conferences, events and/or publicized areas for potential applicants that target women, minorities, disabled individuals, and/or veterans. The University continuously strives to increase the affirmative action applicant flow and has developed a recruitment base for all race/sex groups, persons with physical disabilities, veterans, and older persons. Recruitment strategies include memberships in organizations with minority memberships and/or affiliations, professional websites that target women and minorities, disabled individuals, and/or veterans, posting notices on the University's website as well as the State of Connecticut Department of Administrative Services website, including the use and executed actions of JobAps, and mailing of E-alert notices to candidates on the state JobAps submission(s).

#### (4) Personnel Policies

Western Connecticut State University's personnel policies are designed to ensure fair and equal treatment.

The Chief Human Resources Officer is charged with conducting a final review of all personnel policies and procedures prior to implementation in order to ensure that no policy or procedure impedes or prevents the full and fair participation of protected race/sex group members, persons with physical or other disabilities, veterans, and older persons in the employment process and work force. The Chief Diversity Officer and the Chief of Human Resources Officer review personnel policies and procedures to ensure validation and made modifications where appropriate. Those personnel policies that are determined by collective bargaining obligations may be changed only through that process.

#### (5) Orientation

All new hires receive an employment orientation from Human Resources Department as part of the employment process. This entails an orientation on all pertinent aspects of the individual's employment at Western Connecticut State University. Members from the Human Resources Department provides all new employees the New CSCU web-based training portal, employee guide to employment related university policies, the employee benefits handbook, as well as a copy of one or more of the appropriate Collective Bargaining Agreement, as it is applicable. Hiring Managers/Supervisors provide new employees with a separate departmental/divisional/office orientation to the work location, department/divisional staff and other areas. All pertinent Affirmative Action/EEO policies are regularly provided to new and continuing employees through the University's Human Resources Department/Office of Diversity and Equity website and general poster(s) and signage throughout the University.

#### (6) Training

The University fosters and encourages employees to participate in training programs which will assist in their job responsibilities and their professional growth. To that end, the University provides in-house training in computer skills, blood borne pathogens, and supervisory skills, as well as makes available information on in-service training offered by the State of Connecticut Department of Administrative Services. An increasing number of trainings are offered through on-line resources. This increases the ability of the University to make training more accessible to a broader audience. Through programs such as tuition reimbursement, tuition waivers, and collective bargaining agreements, employees have the opportunity to pursue other training options including college courses. All training is provided to all occupational categories in a non-discriminatory manner. There are no discriminatory or access barriers with attendance at training events. Seminars, workshops, and other training aspects of the University are available throughout the academic year and are widely publicized. Mandatory training for sexual misconduct and cultural diversity trainings are also widely disseminated and publicized to all employees.

#### (8) Counseling

Counseling is available to all employees from either the Office of Diversity & Equity and Human Resources staff on an ongoing basis. The Office of Diversity and Equity as well as the members of the Human Resources Department are easily accessible to employees for this purpose as is the staff of Career Services Personal counseling services are available through the Employee Assistance Program (EAP). More specific information is available in Section N, Element No. 14, Career Mobility.

#### (9) Discrimination Complaint Process

All employees have access to grievance procedures through their collective bargaining agreement and/or the Connecticut State Colleges and Universities ("CSCU") Personnel Policies. Fair and equitable treatment is the objective of the grievance procedures. The Office of Diversity & Equity and Human Resources staff work closely to accomplish these objectives. Additionally, all employees are provided with a copy of the University's Discrimination Complaint Procedures. These documents are also available in the Office of Diversity & Equity and are also been posted on the website at <a href="https://www.wcsu.edu/diversity">www.wcsu.edu/diversity</a>.

#### (10) Evaluation

Performance appraisals are required for all University positions, in accordance with State of Connecticut Human Resources system. Performance appraisals are posted and available on the Human Resources Department website at <a href="http://www.wcsu.edu/hr/forms/WCSU_HRForms.asp">http://www.wcsu.edu/hr/forms/WCSU_HRForms.asp</a>, under section III re: Evaluation Forms. Union contract provisions provide that performance evaluations less than satisfactory may be grieved.

The performance of unclassified Management/Confidential staff are evaluated on an annual basis. Based on the Human Resource Policies for the Connecticut State Colleges and Universities, the appropriate University President and Chief Executive Officers will review the performance appraisals. Information about performance appraisals can be found at: <a href="http://www.et.edu/files/pdfs/hr-policies-management-confidential.pdf">http://www.et.edu/files/pdfs/hr-policies-management-confidential.pdf</a>

#### (11) Layoffs

During the reporting period, the University *did not* experience any layoffs.

#### (12) Termination

The Office of Diversity & Equity has conducted an exit interview conference with separated employees in order to gain firsthand knowledge of the reasons employees are ending their employment with the University. During the reporting period, there were *no* exit interview conferences with separating employees regarding the reason(s) why the employee was terminating employment and if the action was due to discriminatory treatment.

During this reporting period, the primary reason(s) given by many employees were the uncertainty of economic conditions in the State, and changes to State retiree benefits. The University will continue its exit interview practice in order to assure that disparities do not exist in this area. Moving forward, and as a (continued) program goal, the Office of Diversity and Equity has been reviewing a series of exit interview forms/templates from varying university systems as a point of reference and review during the exit interview conference. This review is likely to conclude by or before December 31, 2018.

- (b) The University has undertaken an examination for each occupational category or job title examined in subsection (a) of this section, the University's Affirmative Action Plan listed all non-quantifiable elements of the employment process that were identified as a problem area.
- (c) The University has examined all aspects of the employment process itemized in subsection (a) of this section to identify whether any employment policy or practice may impede or prevent the full and fair participation of individuals with disabilities and older persons in the workforce. The University did not identify any employment policy and/or practice that adversely affected any minority group candidates, including any self-identified, physically disabled persons and/or older persons.

## Section J

## Element No. 10

## IDENTIFICATION OF PROBLEM AREAS

Sec. 46a-68-87

(ATTACHMENTS AND DOCUMENTATION)



#### APPLICATION FOR EMPLOYMENT

WCSU is committed to excellence through diversity, and as such, we encourage applications from all people, including members of ethnic/racial minorities, from veterans, and from persons with disabilities

#### **Employment Application Procedure**

- 1. Complete all applicable sections of the application.
- 2. Type or print in ink all requested information.
- 3. Sign and date the application.
- 4. Submit application in one of the following ways:
  - MAIL or DROP OFF:

Western Connecticut State University Human Resources Department University Hall 181 White Street Danbury, CT 06810

EMAIL: <u>hrpositions@wcsu.edu</u>

FAX: 203-837-8613

## Benefits Information May be found on the WCSU Human Resources web site at http://wcsu.edu/hr/benefits/

#### **Position Applying For**

Position Title		
Contact Information		
Name (first, middle initial, last)		
	State	
Email Address		
Cell Phone #	Daytime Phone #	
Best contact number to reach you during	business hours of M - F - 8:00 a.m 5:00 p.m	

Special Employment Notice to Disabled Veterans, Vietnam Era Veterans, and individuals with physical or mental disabilities:
Government contractors are subject to 38 USC 2012 of the Vietnam Era Veterans Readjustment Act of 1974 which requires that they take affirmative action to employ and advance in employment qualified disabled veterans and veterans of the Vietnam Era, and Section 503 of the Rehabilitation Act of 1973, as amended, which requires government contractors to take affirmative action to employ and advance in employment, qualified disabled individuals.

If you require special accommodations for interviewing, please contact the Human Resources department 48 hours in advance.

Human Resources may be reached at 203-837-8678 Monday – Friday 8:00 a.m. – 5:00 p.m.

	First Name		Last Name		•
ersonal Info	rmation				
If employed	i, and you are under 18, can you	furnish a work per	mit? Yes	□ No	
Have you e	ver been employed by any Conne	cticut State Agenc	y? □Yes	*	
*If yes:Emp	oloyer(s) and date(s)				
On what d	ata would you be available to wee	14.2			
	ate would you be available to wor ource:				
	nber of your family an employee o				
	ame	_	_		
	partment				
	elationship				
ducation					
	Name & Location of School	Course of Study	No. of Years Completed	Did You Graduate?	Degree/Diploma/Certificate or Credits Earned
High School					
Business/ Trade/ Technical					
2-Year College					
4-Year College					
Other					
L					
Describe n	rofessional or school offices he	ld other activities	o one och -lhi		<b>.</b> _
Везопье р	rofessional or school offices he	id, other activitie	s, any scholarsni _l	os, awards, ei	(C,
ilitary Exper		D1			
Branch	A dishonorable discharge or general of	Rank	Di	ates of service	

First Name	Last Name

Work Experience - Present or most recent position first, It is necessary to complete each item below.

#### **Current Employer**

Company Name ——————		From (month/year)	To (month/year)
Street Address -			
City	State		Zip
Name of Supervisor		Teleph	one
Reason for Leaving			
Job Title/Duties			
Annual Salary or Hourly Rate			
Former Employers			
Company Name		From (month/year)	To (month/year)
Street Address			
City			
Name of Supervisor		Teleph	one
Reason for Leaving			
Job Title/Duties			
Annual Salary or Hourly Rate			
Company Name		From (month/year)	To (month/year)
Street Address			
City	State		Zip
Name of Supervisor		Teleph	one
Reason for Leaving			Vi Vi
Job Title/Duties			
Annual Salary or Hourly Rate			
Company Name			To (month/year)
Street Address			
City			Zip
Name of Supervisor			
Reason for Leaving			
Job Title/Duties			TI
Annual Salary or Hourly Rate			

First Name	Last Name
Additional Information	
Summarize special job-related skills, qualifications, or	training acquired. (Example: Bi-Lingual, Military Training, etc.)
Machinery/Equipment Operated	
Licenses or Certificates	
Occupational Licenses or Certificates	
Do you have a valid Driver's License? Yes	□ No
Do you have a valid Commercial Driver's License (CD	L): Yes No
Police Officer Applicants Only	
Are you a Certified Police Officer? Yes - State	9: No
Name of Police Academy attended	toto
Note If employment is offered, you will be required to sub- work in the United States, as well as successfully co- passing a pre-employment/drug screening.	omit documents to establish your identity and verification of your legal right to empleting a background check. Certain positions will also require successful
Applicant's Statement Please Sign	
I certify that answers given herein are true an	d complete to the best of my knowledge. I authorize investigation
of all statements contained in this application	for employment as may be necessary in arriving at an employment
decision. I understand that this application	is not intended to be a contract of employment. In the event of
employment, I understand that false or mislead	ding information given in my application or interview(s) may result
in discharge. I understand, also, that I am requ	ired to abide by all rules and regulations of the University.
Signature of Applicant	Date:

4

Rev 0915

The security of all members of the campus community is of vital concern to Western Connecticut State University. In compliance with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act, information concerning campus security can be found online at <a href="https://www.wcsu.edu/police/ucreport">https://www.wcsu.edu/police/ucreport</a> or may be requested from the

Western Connecticut State University's Police Department - 203-838-9304.

#### Connecticut's Official





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To quickly find current job openings of interest, you may narrow your job search by using the filter options: Keyword, Location, Agency, Recruitment Type and/or Job Category. To receive an e-mail about future job openings, fill out interest cards.

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- Open Only to Statewide Employees (6)
- · Open Only to Agency Employees (14)



Job Title

Description

Master Application Keep updated for copying

You can update your Master Application at any time to keep it up-to-date. You can use it to copy into any new application.

top of page

## **Open to the Public**

Job Title	Location	Department	Туре	Clı
Accountant 180718- 0026AR-001	Middletown, CT	Department of Emergency Services & Public Protection	Full-Time	Wet Au 201
Accounts Examiner 180717- 0030AR-001	Hartford, CT	Department of Mental Health & Addiction Services	Full-Time	M Au 20:
Advanced Nurse Practitioner (35 Hour) 180718- 2697HC-001	Somers, CT	Department of Correction	Full-Time	Wed Au 201
Advanced Nurse Practitioner (35 Hour) 180716- 2697HC-001	Montville, CT	Department of Correction	Full-Time	М Јі 20:
Advanced Nurse Practitioner (40 Hour) 180620- 2697FP-001	Middletown, CT	Department of Mental Health & Addiction Services	Full-Time	Wed Aug 201
Buildings And Grounds Patrol Officer (Part- Time) (University of Connecticut) 180711- 1248PS-001	Mansfield, CT	UCONN	Temporary	Wed Ji 20:
Clerk Typist		Office of the	~ 421 ·	F Au

180720- 2008CL-001	Farmington, CI	Cniet Medical Examiner	Durational	201
Clinical Social Worker (35 Hour) 180716- 0966HC-001	Norwich, CT	Department of Mental Health & Addiction Services	Full-Time	Tt Ji 20:
Clinical Social Worker (35 Hour) 180717- 0966HC-001	New Haven, CT	Department of Mental Health & Addiction Services	Full-Time	Ti Ji 201
Clinical Social Worker (37.5 Hour) (Second Shift) 180712- 0966XC-001	East Lyme, CT	Department of Correction	Full-Time	Th Ji 20:
Clinical Social Worker Associate (37.5 Hour) 180719- 0965XC-001	New Haven, CT	Department of Children & Families	Full-Time	М Јі 201
Clinical Social Worker Associate (37.5 Hour) 180720- 0965XC-001	Hartford, CT	Department of Children & Families	Full-Time	M Au 20:
Connecticut Careers Trainee (Engineering And Related) (40 Hour)	Newington, CT	Department of Transportation	Full-Time	Sa Au 201
180719- 1993FS-001 Developmental Services Case Manager (35 Hour) (North Region) 180711- 5660HC-001	Newington, CT	Department of Developmental Services	Full-Time	Wed Ji 20:

Developmental Services Director Of Service Development & Support 180719- 5676MP-001	Hartford, CT	Department of Developmental Services	Full-Time	F Au 201
Director Of Nursing 1 180713- 2751MP-001	Bridgeport, CT	Department of Mental Health & Addiction Services	Full-Time	Tt J 20:
Director of State Fleet Operations 180703- 2738MP-001	Hartford, CT	Department of Administrative Services	Full-Time	F J 20:
DMHAS Assistant Medical Director  180720- 2732MD-001	Middletown, CT	Department of Mental Health & Addiction Services	Full-Time	Th Au 20:
DMHAS Behavioral Health Clinical Manager 180709- 6215MP-001	Hartford, CT	Department of Mental Health & Addiction Services	Full-Time	TL Ji 20:
DMHAS Local Mental Health Authority Medical Director 180628- 2729MD-001	Hartford, CT	Department of Mental Health & Addiction Services	Full-Time	Wet Au 20:
Electronic Integrated Control Systems Technician (Industrial Cont (University of	Mansfield, CT	UCONN	Full-Time	Si Au 201

Connecticut) 180713- 0799FM-001				
Energy and Environmental Protection Office Director (Program) (Public Utilities Regulatory Authority) 180706- 1753MP-001	New Britain, CT	Department of Energy & Environmental Protection	Full-Time	F J 20:
Engineer Intern (35 Hour) (Target Class - Air Pollution Control Engineer 1) 180713-	Hartford, CT	Department of Energy & Environmental Protection	Full-Time	M Ji 201
Engineer Intern (35 Hour) (Target Class - Sanitary Engineer 1) 180717- 3389ES-001	Hartford, CT	Department of Energy & Environmental Protection	Full-Time	Th AL 20:
Engineer Intern (35 Hour) (Target Class - Air Pollution Control Engineer 1) 180719-	Hartford, CT	Department of Energy & Environmental Protection	Full-Time	Th Au 201
Environmental Intern (35 Hour) (Target Class - Environmental Analyst 1) 180716- 0196ES-001	Hartford, CT	Department of Energy & Environmental Protection	Full-Time	M Ji 20:

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Environmental Intern (35 Hour) (Target Class - Environmental Protection Wildlife Biologist 1) 180629- 0196ES-001	Franklin, CT	Department of Energy & Environmental Protection	Full-Time	M Ji 201
Environmental Intern (35 Hour) (Target Class - Environmental Analyst 1) 180711- 0196ES-001	Hartford, CT	Department of Energy & Environmental Protection	Full-Time	Wet Au 20:
Environmental Protection Dispatcher 180710- 7903CL-001	Hartford, CT	Department of Energy & Environmental Protection	Full-Time	Tu Ji 201
Environmental Protection Fisheries Biologist 1 (Inland) (35  Hour) (Diadromous Fish Restoration Program)	Old Lyme, CT	Department of Energy & Environmental Protection	Full-Time	M At 20:
180723- 3911EE-001  Environmental Protection Forester 1 (35 Hour) (Private and Municipal Lands) 180713- 3992EE-002  Environmental Protection	Marlborough, CT	Department of Energy & Environmental Protection	Full-Time	F Au 201

Forester 1 (35 Hour) (Forest Practices Act) 180713- 3992EE-001	Hartford, CT	Department of Energy & Environmental Protection	Full-Time	M Au 20:
Environmental Protection Forester 1 (35 Hour) (State Lands Management Unit) 180712- 3992EE-001	Portland, CT	Department of Energy & Environmental Protection	Full-Time	M Au 20:
Environmental Protection Radiation Control  Physicist (35 Hour) (Radiation Division) 180716- 3441ES-001	Hartford, CT	Department of Energy & Environmental Protection	Full-Time	F Au 20:
Environmental Protection Seasonal Resource Assistant (Eastern District Headquarters) 180702- 3492VR-001	Marlborough, CT	Department of Energy & Environmental Protection	Seasonal	Ti Ji 201
Environmental Protection Seasonal Resource Assistant (Pleasant Valley Field Office) 180702- 3492VR-002	Barkhamsted, CT	Department of Energy & Environmental Protection	Seasonal	Ti Ji 20:
Environmental Protection Seasonal				

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Resource Assistant (Engineering and Field Support) 180627- 3492VR-001	Thomaston, CT	Department of Energy & Environmental Protection	Seasonal	Tu Ji 201
Environmental Protection Seasonal Resource Assistant (Topsmead State Forest/Black Rock State Park) 180309- 3492VR-001	Litchfield, CT	Department of Energy & Environmental Protection	Seasonal	Tt Ji 20:
Environmental Protection Seasonal Resource Assistant (Mashamoquet Brook State Park) 180309- 3492VR-002	Pomfret, CT	Department of Energy & Environmental Protection	Seasonal	Tu Ji 201
Environmental Protection Seasonal Resource Assistant (Putnam Memorial State Park) 180312- 3492VR-001	Redding, CT	Department of Energy & Environmental Protection	Seasonal	TL J: 20:
Environmental Protection Seasonal Resource Assistant (Macedonia Brook State Park) 180312-	Kent, CT	Department of Energy & Environmental Protection	Seasonal	TL Ji 201

#### 3492VR-002

Environmental Protection Seasonal Resource Assistant (Salmon River State Forest) 180308- 3492VR-001	Marlborough, CT	Department of Energy & Environmental Protection	Seasonal	Ti Ji 20:
Environmental Protection Seasonal Resource Assistant (Sleeping Giant State Park) 180308- 3492VR-002	Hamden, CT	Department of Energy & Environmental Protection	Seasonal	Tu Ji 201
Environmental Protection Seasonal Resource Assistant (Hammonasset Beach State Park) 180308- 3492VR-003	Madison, CT	Department of Energy & Environmental Protection	Seasonal	Ti J⊨ 20:
Environmental Protection Seasonal Resource Assistant (Hopeville Pond State Park) 180314- 3492VR-001	Griswold, CT	Department of Energy & Environmental Protection	Seasonal	Ti. Ji 201
Environmental Protection Seasonal Resource Assistant (Fort Trumbull State Park) 180315-	New London, CT	Department of Energy & Environmental Protection	Seasonal	TL Ji 20:

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Environmental Protection Seasonal Resource Assistant (Peoples State Forest) 180315- 3492VR-002	Barkhamsted, CT	Department of Energy & Environmental Protection	Seasonat	Tu Ji 201
Environmental Protection Seasonal Resource Assistant (Osbornedale State Park) 180315- 3492VR-003	Derby, CT	Department of Energy & Environmental Protection	Seasonal	Tt J 20:
Environmental Protection Seasonal Resource Assistant (Gillette Castle State Park) 180315- 3492VR-004	East Haddam, CT	Department of Energy & Environmental Protection	Seasonal	Tt Jı 20:
Environmental Protection Seasonal Resource Assistant (Lake Waramaug State Park) 180315- 3492VR-005	Kent, CT	Department of Energy & Environmental Protection	Seasonal	Tu Ji 20:
Environmental Protection Seasonal Resource Assistant (Cockaponset State Forest) 180315- 3492VR-006	Killingworth, CT	Department of Energy & Environmental Protection	Seasonal	Ti Ji 201

Environmental Protection Seasonal Resource Assistant (Sherwood Island State Park) 180315- 3492VR-007	Westport, CT	Department of Energy & Environmental Protection	Seasonal	Ti Ji 20:
Environmental Protection Seasonal Resource Assistant (Harkness Memorial State Park) 180315- 3492VR-008	Waterford, CT	Department of Energy & Environmental Protection	Seasonal	Tu Ji 201
Protection Seasonal Resource Assistant (Shenipsit State Forest) 180316- 3492VR-001	Stafford, CT	Department of Energy & Environmental Protection	Seasonal	Tt J 20:
Environmental Protection Seasonal Resource Assistant (Rocky Neck State Park) 180316- 3492VR-002	East Lyme, CT	Department of Energy & Environmental Protection	Seasonal	Tu Ji 201
Environmental Protection Seasonal Resource Assistant (Burr Pond State Park) 180316- 3492VR-003 Environmental	Torrington, CT	Department of Energy & Environmental Protection	Seasonal	Tu Ji 20:

Protection Seasonal Resource Assistant (Penwood State Park) 180316- 3492VR-004	Bloomfield, CT	Department of Energy & Environmental Protection	Seasonal	Tu Ji 20:
Protection Seasonal Resource Assistant (Pachaug State Forest) 180316- 3492VR-005	Voluntown, CT	Department of Energy & Environmental Protection	Seasonal	Tt J 20:
Environmental Protection Seasonal Resource Assistant (Squantz Pond State Park) 180309- 3492VR-003	New Fairfield, CT	Department of Energy & Environmental Protection	Seasonal	TL JI 20:
Environmental Protection Seasonal Resource Assistant (Kettletown State Park and Campground) 180320- 3492VR-002	Southbury, CT	Department of Energy & Environmental Protection	Seasonal	Tt J 20:
Environmental Protection Seasonal Resource Assistant (Dinosaur State Park) 180320- 3492VR-004 Environmental	Rocky Hill, CT	Department of Energy & Environmental Protection	Seasonal	Ti. Ji 20:
Protection				

Seasonal Resource Assistant (Goodwin State Forest) 180320-	Hampton, CT	Department of Energy & Environmental Protection	Seasonal	Sa Ser 15 11
3492VR-005				
Equal Employment Opportunity Assistant 180705- 0142CR-001	Wethersfield, CT	Department of Correction	Full-Time	M Ji 201
Equal Employment Opportunity Specialist 1 180706- 0159MP-001	Wethersfield, CT	Department of Correction	Full-Time	M Ji 20:
Financial Examiner 180711- 1158AR-001	Hartford, CT	Department of Banking	Full-Time	F Ji 201
Head Nurse ((35 hours bi- weekly) North Region) 180718- 4356HC-001	Newington, CT	Department of Developmental Services	Part-Time	Wer Ji 20:
Health Program Assistant 1 (35 Hour) 180713- 4404HC-001	Hartford, CT	Department of Public Health	Full-Time	Tt Ji 201
Information Technology Analyst 2 (40 Hour) 180719- 7604FD-001	Hartford, CT	State Department of Education	Full-Time	F Au 20:
Information Technology Manager 1 180709- 1561MP-001	Hartford, CT	Department of Administrative Services	Full-Time	Ti Ji 201

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Law Enforcement Systems Analyst 180719- 5344AR-001	Middletown, CT	Department of Emergency Services & Public Protection	Full-Time	Th Au 20:
Lifeguard (Black Rock State Park) 180309- 4315VR-001	Watertown, CT	Department of Energy & Environmental Protection	Seasonal	Tu Ji 20:
Lifeguard (Hammonasset Beach State Park) 180309- 4315VR-002	Madison, CT	Department of Energy & Environmental Protection	Seasonal	Tt Ji 20:
Lifeguard (Rocky Neck State Park) 180309- 4315VR-003	East Lyme, CT	Department of Energy & Environmental Protection	Seasonal	Ti Ji 20:
Lifeguard (Burr Pond State Park) 180309- 4315VR-004	Torrington, CT	Department of Energy & Environmental Protection	Seasonal	Tt J 20:
Lifeguard (Sherwood Island State Park) 180309- 4315VR-005	Westport, CT	Department of Energy & Environmental Protection	Seasonal	Ti. Ji 20:
Lifeguard (Indian Well State Park) 180309- 4315VR-006	Shelton, CT	Department of Energy & Environmental Protection	Seasonal	Tt J 20:
Lifeguard (Silver Sands State Park) 180309- 4315VR-007	Milford, CT	Department of Energy & Environmental Protection	Seasonal	Tu Ji 201
Lifeguard (Squantz Pond		Department of Energy &	181	Tı Jı

State Park) 180314- 4315VR-001	New Fairfield, CT	Environmental Protection	Seasonal	20:
Lifeguard Supervisor (Burr Pond State Park) 180406- 4316VR-001	Torrington, CT	Department of Energy & Environmental Protection	Seasonal	Tu Ji 201
Lifeguard Supervisor (Hammonasset Beach State Park) 180406- 4316VR-002	Madison, CT	Department of Energy & Environmental Protection	Seasonal	Tı Ji 20:
Lifeguard Supervisor (Rocky Neck State Park) 180406- 4316VR-003	East Lyme, CT	Department of Energy & Environmental Protection	Seasonal	Ti Ji 201
Lifeguard Supervisor (Silver Sands State Park) 180406- 4316VR-004	Milford, CT	Department of Energy & Environmental Protection	Seasonal	Tt J 20:
Lifeguard Supervisor (Sherwood Island State Park) 180406- 4316VR-005	Westport, CT	Department of Energy & Environmental Protection	Seasonal	Tu Ji 201
Lifeguard Supervisor (Black Rock State Park) 180406- 4316VR-006	Watertown, CT	Department of Energy & Environmental Protection	Seasonal	Tt J 20:
Lifeguard Supervisor (Squantz Pond State Park) 180406-	New Fairfield, CT	Department of Energy & Environmental Protection	Seasonal	Tt Ji 201

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42T014-001

Motor Vehicle Division Chief 180628- 5802MP-001	Wethersfield, CT	Department of Motor Vehicles	Full-Time	F J 20:
Nurse (Correctional Facility) (Bridgeport 1st Shift)	Bridgeport, CT	Department of Correction	Part-Time	Th Au 201
180719 - 2294HC-001				
Nurse (Correctional Facility) (Bridgeport - 1st Shift) 180717- 2294HC-002	Bridgeport, CT	Department of Correction	Full-Time	Wed Au 20:
Nurse (Correctional Facility) (Bridgeport - 2nd Shift) 180717- 2294HC-003	Bridgeport, CT	Department of Correction	Full-Time	Wed Au 201
Nurse (Correctional Facility) (Bridgeport - 3rd Shift) 180717- 2294HC-004	Bridgeport, CT	Department of Correction	Full-Time	Wer Au 20:
Nurse (Correctional Facility) (Cheshire 2nd Shift) 180717- 2294HC-005	Cheshire, CT	Department of Correction	Full-Time	Wed Au 201
Nurse (Correctional Facility) (Corrigan 1st Shift) 180717- 2294HC-006	Montville, CT	Department of Correction	Full-Time	Wed Au 20:

Nurse (Correctional Facility) (Garner 2nd Shift) 180717- 2294HC-007	Newtown, CT	Department of Correction	Full-Time	Wed Au 201
Nurse (Correctional Facility) (Garner 1st Shift) 180717- 2294HC-008	Newtown, CT	Department of Correction	Part-Time	Wed AL 20:
Nurse (Correctional Facility) (Garner 2nd Shift) 180717- 2294HC-009	Newtown, CT	Department of Correction	Part-Time	Wed Au 201
Nurse (Correctional Facility) (MacDougal 2nd Shift) 180717- 2294HC-010	Suffield, CT	Department of Correction	Full-Time	Wed Au 20:
Nurse (Correctional Facility) (MacDougal 3rd Shift) 180717- 2294HC-011	Suffield, CT	Department of Correction	Full-Time	Wed Au 201
Nurse (Correctional Facility) (Manson Youth 2nd Shift) 180717- 2294HC-012	Cheshire, CT	Department of Correction	Full-Time	Wer AL 20:
Nurse (Correctional Facility) (Manson Youth	Cheshire, CT	Department of	Full-Time	Wed Au

3rd Shift) 180717- 2294HC-013		Correction		۷۷.
Nurse (Correctional Facility) (Northern 2nd Shift) 180717- 2294HC-014	Somers, CT	Department of Correction	Full-Time	Wed Au 20:
Nurse (Correctional Facility) (York 2nd Shift) 180717- 2294HC-015	East Lyme, CT	Department of Correction	Full-Time	Wed Au 201
Nurse (Correctional Facility) (York 3rd Shift) 180717- 2294HC-016	East Lyme, CT	Department of Correction	Full-Time	Wed Au 20:
Nurse Clinical Instructor (General) (35 Hour)	Southbury, CT	Department of Developmental Services	Full-Time	М Јі 201
180720- 5914HC-001				
Occupational Therapist (35 Hour) (West Region) 180720- 5971HC-001	Norwalk, CT	Department of Developmental Services	Full-Time	Sa Jı 20:
Office Assistant 180713- 7086CL-001	Bridgeport, CT	Department of Mental Health & Addiction Services	Part-Time	Ti Ji 20:
Office Assistant (Part- Time) 180711-	Hartford, CT	Department of Children & Families	Part-Time	Th Ji 20:

#### \086CF-001

Paralegal Specialist 180712- 6142AR-001	Hartford, CT	Department of Banking	Full-Time	М Јі 201
Physical Therapist (40 Hour) 180720- 6251FP-001	Norwalk, CT	Department of Developmental Services	Full-Time	Sa Ji 20:
Physician (Per Diem) 180720- 4666HD-001	Farmington, CT	Office of the Chief Medical Examiner	Per Diem	F Au 201
Police Officer (Eastern Connecticut State University) 180719- 9035PS-001	Windham, CT	State Colleges & Universities - Board of Regents	Full-Time	F Au 20:
Principal Human Resources Specialist 180717- 6168MP-001	New Britain, CT	Department of Children & Families	Full-Time	Tt Ji 201
Principal Physician 180703- 4661RW-001	Rocky Hill, CT	Department of Veterans Affairs	Full-Time	Ti Ji 20:
Principal Physician 180716- 4661RZ-001	Hartford, CT	Department of Correction	Full-Time	М Јі 201
Principal Physician 180716- 4661RZ-002	Suffield, CT	Department of Correction	Full-Time	М Эі 20:
Principal Physician (DMHAS) 180625- 4663RW-001	Middletown, CT	Department of Mental Health & Addiction Services	Full-Time	St Aut 201

Principal Psychiatrist - Part-Time (Albert J. Solnit Children's Center) 180703- 6186RW-001	Middletown, CT	Department of Children & Families	Part-Time	F J 20:
Principal Psychiatrist - Part-Time (Albert J. Solnit Children's Center - South Campus) 180703- 6186RW-002	Middletown, CT	Department of Children & Families	Part-Time	Tu Ji 20:
Principal Psychiatrist (DMHAS) 180626- 6184RW-003	Torrington, CT	Department of Mental Health & Addiction Services	Full-Time	Sa Jı 20:
Principal Psychiatrist (DMHAS) 180625- 6184RW-001	Bridgeport, CT	Department of Mental Health & Addiction Services	Full-Time	Si Aug 20:
Principal Psychiatrist (DMHAS) 180626- 6184RW-001	Middletown, CT	Department of Mental Health & Addiction Services	Full-Time	M Au 20:
Principal Psychiatrist (DMHAS) 180626- 6184RW-002	Middletown, CT	Department of Mental Health & Addiction Services	Full-Time	M Au 201
Principal Psychiatrist (DMHAS) 180521- 6184RW-001	Bridgeport, CT	Department of Mental Health & Addiction Services	Full-Time	Wed Aud 20:
Qualified Craft Worker				

Page 21 of 28

(Automotive And Mech Equip) (37.5 Hours) 180713- 6727TC-001	Thomaston, CT	Department of Energy & Environmental Protection	Full-Time	F Ji 201
Qualified Craft Worker (Plumbing and Steamfitting) (37.5 Hour) (Engineering and Field Support) 180716- 6827TC-001	Marlborough, CT	Department of Energy & Environmental Protection	Full-Time	М Јі 20:
Regional Mental Health Director (DOC) 180712- 2743MD-001	East Lyme, CT	Department of Correction	Full-Time	Th Ji 201
Regional Mental Health Director (DOC) 180712- 2743MD-002	Wethersfield, CT	Department of Correction	Full-Time	Th Ji 20:
Secretary 2 (Western Connecticut State University) 180719- 7539CL-001	Danbury, CT	State Colleges & Universities - Board of Regents	Full-Time	Wed Au 201
Secretary 2 (Western Connecticut State University) 180719- 7539CL-002	Danbury, CT	State Colleges & Universities - Board of Regents	Full-Time	Wed Au 20:
Secretary 2 180717- 7539CL-001	Hartford, CT	Department of Mental Health & Addiction Services	Full-Time	Wed Au 201
Secretary 2 (Western				

https://www.jobapseloud.com/ct/

Connecticut State University)	Danbury, CT	State Colleges & Universities - Board of Regents	Full-Time	Si Au 20:
180720 <i>-</i> 7539CL-001				
Special Investigator (Medical Examiner) 180720- 7803AR-001	Farmington, CT	Office of the Chief Medical Examiner	Full-Time	F Au 20:
Staff Attorney 2 180713- 0088AR-001	Hartford, CT	Office of Health Strategy	Full-Time	Tt J 20:
Supervising Clinician (35 Hour) 180716 - 3293HC-001	Bridgeport, CT	Department of Mental Health & Addiction Services	Full-Time	Tu Ji 20:
Supervising Psychologist 1 (Clinical) (37.5 Hour) 180720- 6630XC-001	East Lyme, CT	Department of Correction	Full-Time	F Au 20:
Telephone Operator (37.5 Hour) 180719- 8700TC-001	New Haven, CT	Department of Mental Health & Addiction Services	Full-Time	Si Ji 201
Toxicologist (35 Hour) 180716- 8801HC-001	Hartford, CT	Department of Public Health	Full-Time	Wer Au 20:
<b>Trainer</b> 180709- 7717AR-001	Hartford, CT	Department of Mental Health & Addiction Services	Full-Time	Th Ji 20:
Transportation Engineer Trainee (40 Hour) 180720-	Newington, CT	Department of Transportation	Full-Time	F AL 20:

8741FS-001

Transportation Landscape Designer 1 (40 Hour)  180719- 5284FT-001	Newington, CT	Department of Transportation	Full-Time	Sa Au 201
Transportation Maintainer 1 (37.5 Hour) 180713- 2345TC-011	Bolton, CT East Hartford, CT East Windsor, CT Vernon, CT Willington, CT Windsor, CT	Department of Transportation	Full-Time	Ti Ji 20:
Transportation Maintainer 1 (37.5 Hour) 180713-	Farmington, CT Glastonbury, CT Meriden, CT Middletown, CT Southington, CT	Department of Transportation	Full-Time	Tt Ji 201
2345TC-013	Wethersfield, CT			
Transportation Maintainer 1 (37.5 Hour) 180718- 2345TC-021	Canterbury, CT Colchester, CT Mansfield, CT Marlborough, CT Pomfret, CT Putnam, CT	Department of Transportation	Full-Time	Ti J 20:
Transportation Maintainer 1 (37.5 Hour) 180718- 2345TC-023	Groton, CT Haddam, CT Norwich, CT Old Saybrook, CT Waterford, CT	Department of Transportation	Full-Time	Tt Ji 201
Transportation Maintainer 1 (37.5 Hour) 180718- 2345TC-031	Branford, CT Guilford, CT New Haven, CT North Haven, CT Orange, CT Wallingford, CT	Department of Transportation	Full-Time	Ti. Ji 20:
Transportation Maintainer 1 (37.5 Hour) 180718- 2345TC-033	Darien, CT Milford, CT New Canaan, CT Stratford, CT Trumbull, CT Westport, CT	Department of Transportation	Full-Time	TL Ji 201
Transportation Maintainer 1 (37.5 Hour) 180718-	Avon, CT Cornwall, CT East Granby, CT Litchfield, CT North Canaan, CT	Department of Transportation	Full-Time	Tı Jı 20:



2545   C-U41	Winchester, CT			
Transportation Maintainer 1 (37.5 Hour) 180718- 2345TC-043	Beacon Falls, CT Danbury, CT New Milford, CT Southbury, CT Thomaston, CT Waterbury, CT	Department of Transportation	Full-Time	Ti Ji 20:
Transportation Maintainer 2				Th Au
(37.5 Hour) 180718- 2346TC-001	Newington, CT	Department of Transportation	Full-Time	20:
Transportation Maintainer 2 (37.5 Hour) 180719 - 2346TC-001	Old Saybrook, CT	Department of Transportation	Full-Time	F Au 20:
Transportation Supervisor's Assistant (37.5 Hour) 180712- 8765TC-001	Colchester, CT	Department of Transportation	Full-Time	F J 20:
Transportation Supervisor's Assistant (37.5 Hour) 180712- 8765TC-002	Franklin, CT	Department of Transportation	Full-Time	F Ji 201
Transportation Supervisor's Assistant (37.5 Hour) 180713- 8765TC-001	Vernon, CT	Department of Transportation	Full-Time	F J 20:
Transportation Supervisor's Assistant (37.5 Hour) 180713- 8765TC-002	Bolton, CT	Department of Transportation	Full-Time	F Ji 20:
Veterans Health Care Services Administrator	Rocky Hill, CT	Department of Veterans Affairs	Full-Time	Th Jı 20:

https://www.jobapscloud.com/ct/
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180711-4715MP-001

Water Systems
Operator (37.5
Hour) Middletown, CT

180716-0264TC-001 Department of Mental Health & Addiction

Services

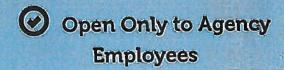
Full-Time

Sa Ji 201

top of page

Open Only to Statewide Employees					
Job Title	Location	Department	Туре	Close Date	
Human Resources Associate (Central Office) 180717- 6163MP-001	Wallingford, CT	Department of Developmental Services	Full- Time	Thursday August 2 2018 11:59 PM	
Human Resources Manager 180717- 0191MP-001	Wethersfield, CT	Department of Correction	Full- Time	Tuesday, July 31, 2018 11:59 PM	
Leadership Associate (Confidential) 180718- 5989VR-001	Middletown, CT	Department of Mental Health & Addiction Services	Full- Time	Monday July 30, 2018 11:59 PM	
Manager of Operations Judicial Selection Commission 180713- 0200MP-001	Hartford, CT	Department of Administrative Services	Full- Time	Friday, July 27, 2018 11:59 PM	
Principal Human Resources Specialist	Wethersfield, CT	Department of Correction	Full-	Monday July 30, 2018	

180716-				11:59 PM
6168MP-001  Secretary 2  (Eastern  Connecticut  State  University)	Windham, CT	State Colleges & Universities - Board of Regents	Full- Time	Monday, July 30, 2018 11:59 PM
180713- 7539CL-001		Regents	top	of page



Job Title	Location	Department	Type	Close Date
Administrative Assistant 180717- 3591CL-001	Hartford, CT	Department of Social Services	Full- Time	Tuesday, July 31, 2018 11:59 PM
Administrative Assistant (Confidential) 180717- 3591CA-001	Hartford, CT	Department of Social Services	Full- Time	Tuesday, July 31, 2018 11:59 PM
Associate Retirement And Benefits Officer 180712- 4731AR-001	Hartford, CT	Office of the State Comptroller	Full- Time	Thursday, July 26, 2018 11:59 PM
Correctional Food Services Supervisor 3 180711- 2365CO-001	Enfield, CT	Department of Correction	Full- Time	Wednesday July 25, 2018 11:59 PM
Developmental Services Investigator (West Region) 180716- 6434SH-001	Waterbury, CT	Department of Developmental Services	Full- Time	Wednesday August 1, 2018 11:59 PM
Educational				Tuesdav

Projects Coordinator 180713- 1120EA-001	Hartford, CT	Department of Rehabilitation Services	Full- Time	July 24, 2018 11:59 PM
Information Technology Manager 1 180716- 1561MP-001	Wethersfield, CT	Department of Motor Vehicles	Full- Time	Wednesday August 1, 2018 11:59 PM
Lead Mail Handler (37.5 Hour) 180719- 5504TC-001	Wethersfield, CT	Department of Motor Vehicles	Full- Time	Friday, August 3, 2018 11:59 PM
Leadership Associate (Confidential) (Target Class - Human Resources Associate) 180717- 5989VR-001	Hartford, CT	Department of Energy & Environmental Protection	Full- Time	Tuesday, July 31, 2018 11:59 PM
Motor Vehicle Analyst 180719- 1865AR-001	Wethersfield, CT	Department of Motor Vehicles	Full- Time	Friday, August 3, 2018 11:59 PM
Motor Vehicle Hub Branch Manager 180718- 5793MP-DM		Department of Motor Vehicles		Thursday, August 2, 2018 11:59 PM
Social Work Supervisor 180719- 7761SH-001	Norwalk, CT	Department of Children & Families	Full- Time	Friday, August 3, 2018 11:59 PM
Transportation Supervisor's Assistant (37.5 Hour) 180717- 8765TC-001	Darien, CT	Department of Transportation	Full- Time	Tuesday, July 31, 2018 11:55 PM
Transportation Supervisor's Assistant (37.5 Hour)	Branford, CT	Department of Transportation	Full- Time	Tuesday, July 31, 2018 11:59

180717-8765TC-002 MH

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**RSS Feed** 

The State of Connecticut is an Affirmative Action/Equal Opportunity Employer and strongly encourages the application of women, minorities and persons with disabilities.

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Paper clipsStapler

# Here is a quick checklist of things needed to prepare for new personnel coming onboard in your area. This is a list of things most new employees will need.

Assign a location (desk, office, etc.) and have it	o Tape Dispenser
cleaned by facilities. Order or make a sign to	o Scissors
indicate the new employee's name, title, room	o File Folders
location	Campus Map
If furniture is needed (desk, chair, filing cabinet,	Information on campus Dining Services, along with
etc.) arrange with facilities to set it up	local dining locations
Request phone line, phone, and/or voicemail. This	Instructions for using phones, setting up and
requires a TSR form, which can be found at:	accessing voicemail, etc.
https://www.wcsu.edu/technology/telecomm/TSR	Policies and procedures for your department
%20-%20Ver%202	List of pertinent people/offices and their locations
Request necessary building access, keys, and/or pin	so that the new employee is able to answer general
codes to offices and buildings. This requires an	questions
Access Control form, which can be found at:	Information on who to contact for computer,
http://www.wcsu.edu/westconnect/Access%20Req	telephone, printer and copier issues
uest%20Form.xlsm	Arrange for training on computers and WCSU
Request a computer (desktop, laptop, tablet) and	systems
equipment (docking station, printer, etc.), along	Training on CORE-CT and payroll
with any necessary software specific to your	Locations and contacts for important offices or
department. Requests can be made through ITI.	people
Please refer to	<ul> <li>Union representatives</li> </ul>
http://support.wcsu.edu/customer/en/portal/articl	o Mailroom
es/2097335-how-do-i-get-started-with-information-	o Police
technology-and-innovation-faculty-and-staff	o Payroll
<ul> <li>WestConn account (Windows)</li> </ul>	<ul> <li>Human Resources</li> </ul>
o Email	<ul> <li>Admissions</li> </ul>
<ul> <li>WestConnduit</li> </ul>	o Cashier
<ul> <li>E-Learning (Blackboard)</li> </ul>	o Financial Aid
<ul> <li>Banner Self-Serve</li> </ul>	o Libraries
<ul> <li>Web Banner</li> </ul>	<ul> <li>Department secretaries for departments they</li> </ul>
<ul><li>File Shares (K, X, H, N drives)</li></ul>	will need to work with frequently
<ul> <li>Remote access</li> </ul>	Information on where to get ID card
If appropriate, order business cards for the new	Information on where to get staff parking hang tag
employee	and parking information
Collect and place office supplies for the new	Information on payroll/direct deposit
employee's office	Information on who to contact when calling out sick
o Pens	Information on Emergency Notification system and
<ul> <li>Notebooks</li> </ul>	how to sign up for it.
o Paper	
o Pencils	
<ul> <li>Highlighters</li> </ul>	



# Welcoming New Staff

There may be specific needs that different employees also need, based on their status. Here are a few things you'll want to review to see if your new employee needs any of these things:

nee	eds any of these things:			
	Training to make room reservations  Authorization and training on purchasing (supplies			
	or other purchases)			
	Travel – paperwork and policies			
	Contracts			
	Forms and where to find them: Begin at the Faculty			
	Handbook Table of Forms			
	(https://www.wcsu.edu/facultystaff/handbook/for			
	ms.asp)			
	<ul><li>Food service</li></ul>			
	<ul> <li>Student employment</li> </ul>			
	Purchase requisition form			
	Disbursement form			
	<ul> <li>Equipment Loan form</li> </ul>			
	Mileage form			
	<ul> <li>Personal Services Agreement &amp; Honorarium</li> </ul>			
	Request form			
	<ul> <li>Tuition Waiver form</li> </ul>			
	List of academic departments, locations, and			
	contact #			
	List of administrative departments, locations, and			
	contact #			
	How to place an order for textbooks			
	Information about the University Senate			
Υοι	ı may also want to consider the following:			
	Give a campus tour (both campuses) during the first			
	few days of work			
	Tour the offices and introduce the employee to the			
	staff of your offices/departments. This should also			
	include the location of the dean/department chair			
	or director/supervisor offices.			
	Show the employee where restrooms are located,			
	as well as vending machines and other areas of			
	interest in your office area			
	Special training specific to your area			
	<ul> <li>Equipment training in facilities</li> </ul>			

Use of key boxes

Academic Advising responsibilities

- Tenure
- Committee opportunities
- University Senate
- Release time
- Research and grant opportunities
- Training on special computer program
- Training on LMS system (Blackboard)
- Tour of where their work may take place (i.e., classrooms, assigned floors or buildings)

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1000	*		



Enter search term ...

ABOUT -

ADMISSIONS ~ (/ADMISSIONS/)

ACADEMICS V (/ACADEMICS/)

FINANCIAL AID ~ (/FINAID/) HOUSING ~ (/Hi

STUDENT LIFE - (/STUDENTLIFE/) ATHLETICS (HTTP://WWW.WCSUATHLETICS.COM) APPLY! (/APPLY)

#### WCSU New Employee Guide (/employeeguide)

You are here. Home (1)

(/employeeguide/welcoming-Welcomingcommittee/) Committee

Your First (/employeeguide/your-first-Day dav/)

FAQs - (/employeeguide/frequently-Faculty asked-questions-faculty/)

A-Z (/employeequide/resources/) Resources

Staff and Clencal

l/employeeguide/staffand-clerical-resources/)

Resources

Welcome! We are so happy you are here to join our community. This guide was created to help you farmfianze yourself with the university, its building and services. If there is anything you cannot find on here, please feel free to contact anyone on the Welcoming Committee (http://wcsu.edu/employeeguide/welcoming-committee/)

#### History and Maps

- Two Campuses One Spirit (http://staging.www.wcsu.edu/studenthandbook/two-campuses one
- . Midtown and Westside Campus Maps (http://www.wcsu.edu/campustour/)

#### Contact Information

- Administration (http://staging.www.wcsu.edu/studenthandbook/administration/)
- Department Secretary Information (http://staging www.wcsu.edu/studenthandbook/department
- Directory (https://webapp.wcsu.edu/directory/directory/directory/seculty.jsp?mode=term) you can sort by name, department, or even print the directory
- · Student Affairs (http://www.wcsu.edu/stuaffairs/personnel.asp)

#### Academic Schools/Departments

- Ancell School of Business (http://staging.www.wcsu.edu/studenthandbook/ancell-school-of-business/)
- Macricostas School of Arts & Sciences (http://staging.www.wcsu.edu/studenthandbook/macronistas-school of arts-sciences/)
- School of Professional Studies (http://staging.www.wcsu.edu/studenthandbook/school-of-professional-studies/)
- School of Visual & Performing Arts (http://staging www.wcsu.edu/studenthandbook/school-of-visual-performing arts/)
- Graduate Admissions (https://www.wcsu.edu/graduate/degrees/degrees.asp)

#### On your First Day (and beyond)

- Getting acclimated (http://wcsu.edu/employeeguide/your-first-day/)
- Academic Calendar (http://staging.www.wcsu.edu/studenthandbook/academic-calendar/)
- A-Z of R (http://wcsu.edu/employeeguide/resources/)esources (http://wcsu.edu/employeeguide/resources/)
- A Z for Staff and Clericals (http://wcsu.edu/employeeguide/staff and clerical resources/)
- A-Z of Student Services (http://www.wcsu.edu/studenthandbook/a-z-of-student-services/)
- Faculty Handbook (http://www.wcsu.edu/facultystaff/handbook/)
- Frequently Asked Questions Faculty Specific (http://wcsu.edu/employeeguide/frequently asked questions-faculty/)
- Frequently Asked Questions Faculty Specific printable guide (http://staging.www.wcsu.edu/employeeguide/Faculty%20FAO%208 4-17.pdf)
- Glossary (http://www.wcsu.edu/hub/glossary.asp)

#### University Policies and Where to Find Them (selected policies only)

- University Policies (http://staging.www.wcsu.edu/studenthandbook/university.policies and where to find them?)
- Travel Policy (http://www.wcsu.edu/travel/)

#### Student Code of Conduct

Student Code of Conduct (http://www.wcsu.edu/stuaffairs/forms/StudentCodeofConduct16.pdf)

#### Fun Info

- Discover Downtown Danbury Photo Gallery (http://staging www.wcsu.edu/studenthandbook/downtown-danbury-photo-gallery/)
- Best of Danbury Great Things to Do in and Around Danbury (http://staging.www.wcsu.edu/studenthandbook/best-of-danbury.great-things-to-
- Connecticut Fairs and Festivals (http://staging.www.wcsu.edu/studenthandbook/fun-info-maps-index/)
- Recreation Activities for Students, Faculty, and Staff (https://www.wcsu.edu/recreation/).
- The WCSU Bucket List (http://staging.www.wcsu.edu/employeegu:de/The 1-20WCSU9c20Bucket 1-20List;6208-4-17 pdf) WCSU Websites to Bookmark (http://staging.www.wcsu.edu/studenthandbook/wcsu-webpages-to-bookmark/)

#### Who are you?

- Future Students (/admissions/)
- Current Students (/currentstudents/)
- Alumni & Parents (/alumni/)
- Faculty & Staff (/facultystaft/)

iors & Friends (/ia/)

colonial Sports Fans (http://wcsuathletics.com)

#### Quick Links

- A to Z Index (/azindex asp)
- Maps & Directions (/directions/)
- Academics (/academics/)
- Athletics (http://wcsuathletics.com) ▶ Blackboard Learn (/technology/elearning/)

#### Contact us

- Western Connecticut State University Danbury CT 05810
- 203 837-9000
  - Contact the University ( contact aspi



# Section K

# Element No. 11

# PROGRAM GOALS

Sec. 46a-68-88

#### **Program Goals**

Under Section 46a-68-88(a) and (b) of the Affirmative Action Regulations of Connecticut State Agencies, the University has identified, under Section 46a-68-43, any employment practice or policy that has adversely affected protected race and sex group members, the physically disabled or older persons.

In the 2018 Affirmative Action reporting period, the University will implement and/or execute the following newly listed *program goal* to report on for the next reporting period:

(1) The Office of Diversity and Equity ("ODE") will develop and implement, by or before December 31, 2018, employee/faculty mentorship tools and resources, to assist managers and supervisors with tracking career counseling efforts toward upward mobility.

During the 2017 Affirmative Action reporting period, the University implemented and/or executed the following three (3) below listed program goals:

- (1) On January 30, 2018, the University's Office of Diversity and Equity ("ODE") developed and implemented a re-designed webpage that features:
  - a. Electronic exhibits of the current Affirmative Action Plan and prior Plan years;
  - b. A Diversity webpage and calendar to educate the University community on cultural competence and multicultural competencies to promote change and development in faculty pedagogy, curriculum development and cultural awareness.
  - c. A Training webpage and link to a training registration for various ODE trainings (see topics below are listed in program goal #3.
  - d. A committee webpage that will highlight designated groups that will be active in the 2017-18 academic year.
  - e. A discrimination complaint area that will highlight the importance of Title IX information and resources, CaRT and logging formal and anonymous complaints of discrimination on the webpage that links to the Chief Diversity Officer and Title IX complaints will be linked to the Chief Diversity Officer and CaRT (Response team).

This new webpage now offers all users with greater accessibility to diversity information and available resources.

- (2) On January 30, 2018, the University's Office of Diversity and Equity ("ODE") developed and implemented a re-designed webpage that features a formalized university search webpage and various (automated) search materials to further educate search committee participants and the University community on university searches.
- (3) On January 30, 2018, the University's Office of Diversity and Equity ("ODE") developed and implemented a series of formalized University trainings in the following topics:
  - a. Cultural Diversity: Understanding Cultural Competence in the Workplace (Employee and Student trainings);
  - b. Working with Diverse Student Populations: Understanding Diverse Groups on Campus (Employee training).
  - c. Title IX (Employee training) in-person training (Employee training);
  - d. Know the Signs of Sexual Misconduct (Employee and Student trainings) (Title IX);
  - e. Bringing in the Bystander: Intervention Training (Student training) (Title IX); and
  - f. Got Tech-knowledge-y: Social Media & Sexual Misconduct (Student training) (Title IX).

During the 2017 Affirmative Action reporting period, the University was unable to implement and/or execute one (1) below listed program goal and will continue to work toward completion for the next reporting period:

- (1) The Office of Diversity and Equity ("ODE") will develop and implement, by or before December 31, 2018, a new exit survey form, as a reference tool for any exit interview conference(s). The Chief Diversity Officer will utilize this tool to better assess and identify any issues of discrimination and/or disparate treatment within the university.
- (b) The University have established the noted programs goals as meaningful, measurable and reasonably attainable, and consistent with Section 46a-68-92 of the Affirmative Action Regulations of Connecticut State Agencies, to ensure that:
  - (1) the University actively promotes equal opportunity and ensuring that all workplaces are free of discrimination;
  - (2) the University promotes opportunities for all qualified applicants including underutilized groups;
  - (3) the University utilizes a fair and nondiscriminatory recruitment and selection process; and
  - (4) the University promotes career development opportunities to all interested and qualified employees, including minorities and women.
- (c) The University has and will continue to extend a level of cooperation to other Universities and/or agencies to implement a program goal. The University acknowledges this mandate and maintains records of any requests and/or contact with other Universities and/or agencies whose cooperation is requested and to report on the outcome of such request. During the reporting period, the University did not have any such contact and/or requests.
- (d) During the reporting period, the University did not identify any employment policy or practice that adversely affects any minority group candidates, including physically disabled persons or older persons.

The University will continue to examine its hiring process to determine if there are any mitigating factors which would contribute to any imbalance on the hiring process and scrutinize said process to determine if any factors impede the full and fair participation of underrepresented group members. The Chief Diversity Officer meets with all search committees and hiring managers to ensure that the interview process is conducted in a non-discriminatory manner as well as to ensure that the integrity of the interview process is maintained and that all applicants are treated with fairness and equity throughout the employment process.

# Section K

# Element No. 11

# PROGRAM GOALS

Sec. 46a-68-88

(ATTACHMENTS AND DOCUMENTATION)

Subject:

Updated Office of Diversity and Equity webpage

Date:

Wednesday, January 31, 2018 at 6:54:45 PM Eastern Standard Time

From:

Jesenia Minier-Delgado <minierdelgadoj@wcsu.edu>

To:

users-aca <users-aca@wcsu.edu>, users-adm <users-adm@wcsu.edu>, users-stu <users-

stu@wcsu.edu>

Attachments: image001.png

#### From the Office of Diversity & Equity

To all Students, Faculty, and Staff,

Welcome back to the Spring 2018 semester.

The Office of Diversity and Equity presents an updated webpage (please <u>click here</u> for immediate access) that provides readily accessible guidance and information to the Western community. The revised webpage has been designed as a resource tool to assists our students, alumni, faculty, administrative staff and the general public in obtaining current information regarding specific areas related to Diversity and Inclusion.

#### Some of the items available are:

- 1. Revised ADA University Statement and resources on reasonable accommodation for medical circumstances
- 2. The University's Affirmative Action Plan
- 3. Cultural Diversity Programming and Training(s)
- 4. Information on Discrimination Complaints
- 5. Policies and Procedures
- 6. Information on Committees and Working Groups
- 7. Diversity Resources and Information
- 8. Search Procedures
- 9. What is Title IX and CaRRT?
- 10. Information on the Campus Response and Resource Team (CaRRT)
- 11. Workplace Transgender Guidance

Inclusive of these new updates is the newly created <u>2018 University Diversity Calendar</u> for Western (found in the section named Diversity Resources and Information). I highly encourage everyone to review this calendar as it provides educational information about religious and non-religious holidays and observed days throughout the year. This calendar provides us all with an opportunity to learn more about various cultural and religious events, and allows faculty to build on academic curriculum and learning.

The Office of Diversity and Equity webpage will continue to change and expand with more information to follow. I ask that you periodically check the webpage to remain current on all posted resources and information. As the University's Chief Diversity Officer, ADA Compliance/Title IX Coordinator, Mrs. Jesenia Minier-Delgado is always available to provide guided assistance. If you have any questions, please do not hesitate to contact the Office of Diversity and Equity at (203) 837-8444.

Thank you.

OFFICE OF DIVERSITY & EQUITY
WESTERN CONNECTICUT STATE UNIVERSITY
(203) 837-8444 | (203) 837-8503

Website: <a href="https://www.wcsu.edu/diversity/">https://www.wcsu.edu/diversity/</a>

Aspire.

#### **CONFIDENTIALITY NOTICE:**

This e-mail message and any attachments sent with it are intended only for the above-mentioned recipient(s). Its content may be confidential. If you have received this e-mail in error, please notify the sender immediately and delete it as well as any attachments without making a copy, nor disclosing its content, nor taking any action based thereon. Thank you.

# Section L

# Element No. 12

# DISCRIMINATION COMPLAINT PROCESS

Sec. 46a-68-89

#### **Discrimination Complaint Process**

Under Section 46a-68-89(a) of the Affirmative Action Regulations of Connecticut State Agencies, the University has an established system to process and resolve employee allegations of discrimination consistent with Chapters 67 and 68 of the Connecticut General Statutes. The system provides for the expeditious resolution of complaints to assure that legal options for filing complaints are not foreclosed.

The University's Discrimination Complaint Process includes:

- (1) Periodic training in counseling and grievance investigation for agency designated personnel;
- (2) Confidential counseling and procedures for informal resolution at the institution by the Chief Diversity Officer;
- (3) Notice to employees that the university discrimination complaint process is available;
- (4) A guarantee of no retaliation for the exercise of rights granted pursuant to the Connecticut General Statutes;
- (5) Advisement of legal options to file complaints with the Connecticut Commission on Human Rights and Opportunities (CHRO); United State Equal Employment Opportunity Commission (EEOC); United States Department of Education Office of Civil Rights (OCR); United States Department of Labor (DOL), Wage and Hour Division; and any other agencies, state, federal, or local, that enforce laws concerning discrimination in employment or public services.
- (6) Time frames not exceeding ninety (90) days for filing, processing and resolution of such matters.
- (b) The University maintains all records of grievances and dispositions and such records are reviewed on a regular basis by the Office of Diversity and Equity ("ODE") to detect any patterns in the nature of the grievances. The records maintained are kept confidential except where disclosure is required by law.
- (c) The University's Affirmative Action Plan contains a summary of the employee discrimination complaints alleged, the results thereof, and the length of time taken to resolve the complaint. Where informal allegations have resulted in complaints to enforcement agencies, the University's Affirmative Action Plan provides information on the number of such complaints, investigating agency, whether such matters are currently pending or the outcome thereof. All records relevant to complaints filed under this section are maintained by the agency for examination by the Commission on Human Rights and Opportunities (CHRO).

Enclosed is the completed Form #89A (Discrimination Complaint Log) with the filed University's internal complaints, reported allegations, the length take to resolve the complaint, and the results thereof, during the reporting period. This form includes complaints filed and action taken with outside enforcement agencies.

On January 30, 2018, the Office of Diversity and Equity ("ODE") developed in its general website and content a detailed repository of the most current and relevant policies, procedures and contacts to all members of the university community and community at large.

# Section L

Element No. 12

# DISCRIMINATION COMPLAINT

**PROCESS** 

Sec. 46a-68-89

(ATTACHMENTS AND DOCUMENTATION)

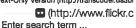
# DISCRIMINATION COMPLAINT LOG

LENGTH OF TIME TO RESOLVE 60 days 90 days 90 days 19 days 3 days March 31, 2018 Judicial/Disciplinary Action No Action Taken No Action Taken No Action Taken RESOLUTION Termination REPORTING DATE: No Probable Cause No Probable Cause Probable Cause Probable Cause Withdrawn FINDING Gender/Sex, Hostile Work/Academic Environment Color, National Origin Sexual Harassment Sexual Harassment BASIS CLAIMED Gender, Race Faculty (Supervisor) WESTERN CONNECTICUT STATE UNIVERSITY Co-Workers ACCUSED** Supervisor Employee Student Within Agency (Internal) TYPE* DATE FILED 10/23/17 11/14/17 11/30/17 10/5/17 11/2/17 COMPLAINANT RACE/SEX Hispanic/Female (Student) White/Female (Student) White/Female (Employee) Black/Female (Student) Hispanic/Male (Employee) AGENCY: NUMBER 8 က 4 S 9 œ 7

"Internal (within Agency) or External (CHRO, DOL, EEOC, etc.)
"Co-worker, Supervisor, Manager, etc.

9

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ABOUT ~ ADMISSIONS ~ (/ADMISSIONS/) ACADEMICS ~ (/ACADEMICS/)

FINANCIAL AID ~ (/FINAID/)

HOUSING ~ (/HI

STUDENT LIFE ~ (/STUDENTLIFE/) ATHLETICS (HTTP://WWW.WCSUATHLETICS.COM) APPLY! (/APPLY)

#### Office of Diversity and Equity (/diversity)

You are here: Home (/) > Office of Diversity and Equity (/diversity) > Disc

Office of Diversity and Equity (/diversity/) (ODE)

#### Mission(/diversity/mission/)

Americans With (/diversity/americans-Disabilities Act with-disabilities-act-(ADA) University ada-university-Statement statement/)

Affirmative Action Policy Statement

(/diversity/affirmativeaction-policystatement/)

Affirmative(/diversity/wp-

Action

Affirmative-Action-Plan.pdf) Plan -2017

mittees

(PDF)

(/diversity/committees/)

#### a... Working Groups

University Minority (/diversity/minority-Recruitment and recruitment-and-Retention Resources retention-resourcesnew-page-coming-(new page coming soon) soon/)

Cultural Diversity (/diversity/cultural-Programming and programming-and-Training(s) training/)

Discrimination (/diversity/discrimination-Complaints complaints/)

Diversity (/diversity/resources/)

Resources and Information

Policies and (/diversity/policies-**Procedures** procedures/)

(/diversity/search-Search Procedures procedures/)

What is Title IX (/diversity/what-isand CaRRT? title-ix-and-cart/)

Campus Response & (/diversity/carrt/) esource Team

#### Discrimination Complaints

#### NONDISCRIMINATION POLICY STATEMENT

Western Connecticut State University is an affirmative action/equal opportunity educator and employer, fully committed to the goal of providing equal and full participation in its educational programs, activities and employment without discrimination because of race, color, religious beliefs or associative national origin, marital status, sexual orientation, physical disability, including but not limited to blindness, learning disability or mental retardation, past history of mental disorder, or prior conviction of a crime, in accordance with state and federal laws. To that end, this statement of policy has been put that no qualified person be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program o

To file a complaint of discrimination, or for inquiries concerning the University's Nondiscrimination Policy Statement, related laws and regulations for Tr Educational Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990, please contact Mrs Minier-Delgado, Chief Diversity Officer, University Hall, Room 217, (203) 837-8277 or TTY (203) 837-8284.

#### Protection from Adverse Action

content/uploads/sites/37/2017/09/2017/Findividuals shall be free from all restraint, interference, coercion or reprisal on the part of their associates, supervisors and all others in making any content/uploads/sites/37/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09/2017/09 appeal, in serving as a representative for a complaint, in appearing as a witness, or in seeking information. The above principles apply with equal force complaint has been resolved. Should these principles be violated, the facts shall be brought to the attention of the Chief Diversity Officer by the aggric his/her representative or any person affected. The Chief Diversity Officer shall bring all such situations to the attention of the President for confidential review, the potential for early proactive intervention and appropriate action.

> Individuals are advised of their legal options to file complaints with the Connecticut Commission on Human Rights and Opportunities (CHRO), U.S. Ec Employment Opportunity Commission (EEOC), U.S. Department of Labor, Wage and Hour Division, and any other agencies, state, federal or local, the concerning discrimination.

#### Accreditation and Policy

#### **ACCREDITATION**

Western Connecticut State University is accredited by the New England Association of Schools and Colleges, Inc., through its Commission on Institut

Inquiries regarding the accreditation status by the New England Association should be directed to the university's administrative staff. Individuals may the Commission on Institutions of Higher Education, New England Association of Schools and Colleges, 3 Burlington Woods Drive, Suite 100, Burling 01803-4531. Call (855) 886-3272, Fax (781) 425-1001 or email cihe@neasc.org.

Accreditation by the New England Association has reference to the institution as a whole. In addition, the university is accredited by the Connecticut E Regents for Higher Education.

Individual programs at the university are accredited by:

- · The Connecticut State Department of Education
- The Council for Accreditation of Educator Preparation
- The Council for Accreditation of Counseling and Related Educational Programs
- . The National Association of Schools of Music
- The American Chemical Society
- The Commission on Collegiate Nursing Education
- · The Council on Social Work Education

#### RIGHTS RESERVED STATEMENT

Students attending Western Connecticut State University are required to familiarize themselves with this catalog. Primary responsibility for knowing an requirements rests with the individual student. The catalog in effect at the time of the student's admission or readmission to a degree program govern requirements.

The Western Connecticut State University administration reserves the right, whenever advisable: (1) to change or modify its schedule of tuition and fee withdraw, cancel, reschedule or modify any course, program of study, or degree or any requirement in connection with any of the foregoing.

ெ.Jocumented(http://www.wcsu.edu/undod@AFERELY)Sexual Misconduct Reporting, Support Services and Processes Policy (revision effective June 16, 2016)

Student Support Services Western Connecticut State University (WCSU) will not tolerate sexual misconduct against students, staff, faculty, or visitors, whether it comes in the fc partner violence, sexual assault, sexual exploitation or sexual harassment, as defined in the BOR/CSCU policy. In an ongoing effort to prevent sexual I and intimate partner violence on the CCSU campus, the University provides education and prevention programs for the CCSU community and pursue University Transgender Guidance (/diversity/workplacetransgenderguidance/)

LGBTQ+ Resources(/diversity/lgbtq-/new page coming resources-new-pagerin) resources-new-pagecoming-soorv)

Contact Us(/diversity/contact-us/)

and administrative remedies for complaints of sexual misconduct.

WCSU is a community dependent upon trust and respect for its constituent members: students, faculty, staff and those visiting or under temporary or noted in University's Violence in the Workplace Prevention Policy, members of the University community have the right to a safe and welcoming camp environment. Acts of sexual misconduct and intimate partner violence threaten personal safety and violate the standards of conduct expected of commembers.

#### Definitions:

Consent is defined as an affirmed and given freely, willingly, and knowingly of each participant to desired physical/sexual involvement. Consent is a m affirmative, conscious decision – indicated clearly by words or actions – to engage in mutually accepted sexual contact. Consent may be revoked at a the sexual activity by any person engaged in the activity.

Affirmative consent is defined as a known, not assumed permission, to engage someone with no physical resistance or other negative response. A initially consents to sexual activity shall be deemed not to have affirmatively consented to any such activity which occurs after that consent is withdraw responsibility of each person to assure that he or she has the affirmative consent of all persons engaged in the sexual activity to engage in the sexual that affirmative consent is sustained throughout the sexual activity. It shall not be a valid excuse to an alleged lack of affirmative consent that the stude employee responding to the alleged violation believed that the student reporting or disclosing the alleged violation consented to the activity (i) because responding student or employee was intoxicated or reckless or failed to take reasonable steps to ascertain whether the student or employee reporting the alleged violation affirmatively consented, or (ii) if the responding student or employee knew or should have known that the student or employee rejudisclosing the alleged violation was unable to consent because the student or employee was unconscious, asleep, unable to communicate due to a riphysical condition, or incapacitated due to the influence of drugs, alcohol or medication. The existence of a past or current dating or sexual relationsh the persons involved in the alleged violation shall not be determinative of a finding of affirmative consent.

Report of sexual misconduct is defined as the receipt of a communication of an incident of sexual misconduct accompanied by a request for an in adjudication by the institution.

**Disclosure** is defined as the receipt of any communication of an incident of sexual misconduct that is not accompanied by a request for an investigal adjudication by the institution.

Sexual misconduct is defined as engaging in any of the following behaviors:

a) Sexual harassment, which can include any unwelcome sexual advance or request for sexual favors, or any conduct of a sexual nature when subsuch conduct is made either explicitly or implicitly a term or condition of an individual's education or employment; submission to or rejection of such conduct is used as a basis for academic or employment decisions affecting the individual; or such conduct has the purpose or effect of substantially with an individual's academic or work performance or creating an intimidating, hostile or offensive educational or employment environment.

Examples of conduct which may constitute sexual harassment include but are not limited to:

- · Sexual flirtation, touching, advances or propositions
- · Verbal abuse of a sexual nature
- · Pressure to engage in sexual activity
- · Graphic or suggestive comments about an individual's dress or appearance
- · Use of sexually degrading words to describe an individual
- · Display of sexually suggestive objects, pictures or photographs
- Sexual lokes
- · Stereotypic comments based upon gender
- . Threats, demands or suggestions that retention of one's educational status is contingent upon toleration of or acquiescence in sexual advance

**Retallation** is defined as prohibited and occurs when a person is subjected to an adverse employment or educational action because he or she mad under this policy or assisted or participated in any manner in an investigation.

- b) Sexual assault is defined as a violent act that shall include but is not limited to a sexual act directed against another person without the consent herein) of the other person or when that person is not capable of giving such consent. Sexual assault is further defined in sections 53a-70, 53a-70a, § 71, 53a-72a, 53a-72b and 53a-73a of the Connecticut General Statutes.
- c) Sexual exploitation is defined as an incident(s) when a person takes non-consensual or abusive sexual advantage of another for anyone's advan other than the person being exploited, and that behavior does not otherwise constitute one of the preceding sexual misconduct offenses.

Examples of behavior that could rise to the level of sexual exploitation include:

- Prostituting another person;
- Non-consensual visual (e.g., video, photograph) or audio-recording of sexual activity;
- Non-consensual distribution of photos, other images, or information of an individual's sexual activity, intimate body parts, or nakedness, with the having the effect of embarrassing an individual who is the subject of such images or information;
- Going beyond the bounds of consent (for example, an individual who allows friends to hide in the closet to watch him or her having consensus
- Engaging in non-consensual voyeurism;
- Knowingly transmitting an STI, such as HIV to another without disclosing your STI status;
- · Exposing one's genitals in non-consensual circumstances, or inducing another to expose his or her genitals; or
- Possessing, distributing, viewing or forcing others to view illegal pornography.

Sexual exploitation is further defined as a crime in Connecticut State Law.

d) Intimate partner, domestic and/or dating violence is defined as a means of any physical or sexual harm against an individual by a current or spouse of or person in a dating or cohabitating relationship with such individual that results from any action by such spouse or such person that may as a sexual assault under section 53a-70, 53a-70b, 53a-70b, 53a-71, 53a-72a, 53a-72b or 53a-73a of the general statutes, stalking under section 5181d or 53a-181e of the general statutes, or domestic or family violence as designated under section 46b-38h of the general statutes. This includes a sexual harm against an individual by a current or former spouse or by a partner in a dating relationship that results from (1) sexual assault (2) sexual as spousal or cohabiting relationship; (3) domestic violence; (4) sexual harassment (5) sexual exploitation, as such terms are defined in this policy.

Offenses that are designated as "domestic violence" are against family or household members or persons in dating or cohabitating relationships and lassaults, sexual assaults, stalking, and violations of protective or restraining orders issued by a Court. Intimate partner violence may also include phys threat of abuse, and emotional abuse.

- · Physical abuse includes, but is not limited to, slapping, pulling hair or punching.
- Threat of abuse includes but is not limited to, threatening to hit, harm or use a weapon on another (whether victim or acquaintance, friend or fa
  of the victim) or other forms of verbal threat.
- Emotional abuse includes but is not limited to, damage to one's property, driving recklessly to scare someone, name calling, threatening to hur members or pets and humiliating another person.
- Cohabitation occurs when two individuals dwell together in the same place as if married.
- The determination of whether a "dating relationship" existed is to be based upon the following factors: the reporting victim's statement as to wi
  relationship existed, the length of the relationship, the type of the relationship and the frequency of the interaction between the persons reporte
  involved in the relationship.
- e) Stalking is defined as repeatedly contacting another person when contacting person knows or should know that the contact is unwanted by th person; and the contact causes the other person reasonable apprehension of imminent physical harm or the contacting person knows or should know contact causes substantial impairment of the other person's ability to perform the activities of daily life. As used in this definition, the term "contacting but is not limited to, communicating with (including internet communication via e-mail, instant message, on- line community or any other internet com remaining in the physical presence of the other person.

#### Report Sexual Harassment

Mrs. Jesenia Minier-Delgado, the University's Title IX Coordinator, is responsible for oversee and monitor (in conjunction with other University & Title IX programming, resources and services related to sexual harassment and violence, investigating all Title IX claims and filed complaints.

To request a copy of the policy, complaint procedures and related forms, or to discuss a known concern or file a sexual harassment complaint, you m contact Mrs. Jesenia Minier-Delgado, Chief Diversity Officer, Office of Diversity & Equity, University Hall, Room 214, telephone: (203) 837-8277, TTY (2 email: minierdelgadoj@wcsu.edu (mailto:minierdelgadoj@wcsu.edu).

#### Protection from Adverse Actions

All individuals shall be free from restraint, interference, coercion or reprisal on the part of their associates, supervisors and all others in making any con appeal, in serving as a representative for a complaint, or in appearing as a witness or in seeking information. The above principles apply with equal for complaint has been resolved. Should these principles be violated, the facts shall be brought to the attention of the Chief Diversity Officer by the aggric his/her representative, or any person affected. The Chief Diversity Officer shall bring all such situations to the attention of the President for confidential review, the potential for early proactive intervention and appropriate action.

Individuals are advised of their legal options to file complaints with the Connecticut Commission on Human Rights and Opportunities, U.S. Equal Emp. Opportunity Commission, U.S. Department of Labor, Wage and Hour Division and any other agencies, state, federal or local, that enforce laws concerdiscrimination.

Confidential counseling is also available. For more information, please contact Mrs. Jesenia Minier-Delgado, Chief Diversity Officer, Office of Diversity & University Hall, Room 214, telephone: (203) 837-8277, TTY (203) 837-8284, email: minierdelgadoj@wcsu.edu (mailto:minierdelgadoj@wcsu.edu).

#### University's Interpersonal Violence Policy

Western Connecticut State University (WCSU) asserts that all students have the right to be free from interpersonal violence such as stalking, intimate | violence, and sexual harassment or assault. To treat all violence with the utmost seriousness, all non-confidential WCSU employees (including faculty) to submit an Anonymous Report Form when aware of any interpersonal violence; although student information will remain secure, it may be shared w appropriate WCSU officials. Confidential, on-campus locations not required to report include the Counseling Center, Women's Center, and Health Ser information is available at www.wcsu.edu/diversity/CaRRT.asp (http://www.wcsu.edu/diversity/carrt/).

#### Confidentiality

When the University receives a report of sexual misconduct, all reasonable steps will be taken by the designated University Title IX Coordinator and kr to preserve the privacy of the reported victim while promptly investigating and responding to the report. While the University will strive to maintain the of personally identifiable student information reported, which information is subject to privacy requirements of the Family Education Rights Privacy Act University must also fulfill its duty to protect the campus community.

Confidential resources are defined as follows: The University has a campus based counseling center, health center and pastoral counseling staff mem official responsibilities include providing mental health counseling to members of the University community as well as off campus counseling and psyc services, health services providers, member(s) of the clergy, and the University's Women's Center for Greater Danbury. The personnel of these centers are bound by state statutes and professional ethics from disclosing information about reports without written releases.

Information provided to a confidential resource by a victim of a sexual misconduct or the person reported to have been the victim of sexual misconduct disclosed legally to any other person without consent, except under very limited circumstances, such as an imminent threat of danger to self or other reported victim is a minor. Therefore, for those who wish to obtain the fullest legal protections and disclose in full confidentiality, she/he must speak with confidential resource. The University will provide a list of such confidential resources in the College or University's geographic region to victims of sexual as well as publish these resources on-line and in various publications.

Where it is deemed necessary for the University to take steps to protect the safety of the reported victim and/or other members of the campus communiversity will seek to act in a manner so as not to compromise the privacy or confidentiality of the reported victim of sexual misconduct to the extent possible. Therefore, the University Title IX Coordinator, as well as the University Police and Director for the University Office of Judicial Affairs have the temporary no contact orders to protect both the victim and other parties from any form of contact during the commission of an investigation.

#### Mandated Reporting by College and University Employees

Other than confidential resources as defined above, in addition to employees who qualify as Campus Security Authorities under the Jeanne Cleary Ac employees are required to immediately communicate to the University designated recipient (i.e., University Title IX Coordinator) any disclosure or report misconduct received from a student regardless of the age of the reported victim. All employees are also required to communicate to the University's recipient (e.g., Title IX Coordinator) any disclosure or report of sexual misconduct received from an employee that impacts employment with the instituotherwise related to the business of the institution.

Upon receiving a disclosure or a report of sexual misconduct, employees are expected to supportively, compassionately and professionally offer acad other accommodations and to provide a referral for support and other services to either the University designated recipient (i.e., University Title IX Coc filing an Anonymous Report Form.

Furthermore, in accordance with Connecticut State law, with the exception of student employees, any paid administrator, faculty, staff, athletic directo

coach or athletic trainer who, in the ordinary course of their employment, has a reasonable cause to suspect or believe that a person under the age or been abused or neglected, has been placed in imminent harm or has had a non-accidental injury is required by law and Board policy to report the inc twelve hours to their immediate supervisor and to the Department of Children and Families.

#### **Rights of Parties**

Those who report any type of sexual misconduct to the University designated recipient (i.e., University Title IX Coordinator) will be informed in a timely their rights and options, including the necessary steps and potential outcomes of each option. When choosing a reporting resource, the following info should be considered:

- All reports of sexual misconduct will be treated seriously and with dignity by the institution.
- Referrals to counseling and medical services will be made available immediately and will be confidential, whether or not those who report feel r
  any decisions about reporting to the University/local police, to a University employee or the University Title IX Coordinator.
- Those who have been the victim of sexual misconduct have the right to take all available action, with the University, criminal and/or civil legal at the individual allegedly responsible.
- Those who seek confidentiality may contact a clergy member(s), a University counseling center psychologist, a University health center care pr
  Women's Center of Greater Danbury and/or the Connecticut Coalition Against Domestic Violence all of whom are bound by state statutes ar
  ethics to maintain confidentiality without written releases.

#### Options for Changing Academic, Housing, Transportation and Working Arrangements

The University will provide assistance to those involved in a report of sexual misconduct, including but not limited to, reasonably available options for a academic, campus transportation, housing or working situations as well as honoring lawful protective or temporary restraining orders. The University and provide information detailing the procedures to follow after the commission of an incident and/or any sexual violence, including people or agencie for reporting purposes or to request assistance, and information on the importance of preserving physical evidence.

#### **Support Services Contact Information**

It is BOR/CSCU policy that whenever the University Title IX Coordinator or other University employees receives a report that a student, faculty or staff been subjected to sexual misconduct, the University Title IX Coordinator or other affiliated employee(s) shall immediately provide the student, faculty or member with contact information for and, if requested, professional assistance in accessing and using any appropriate campus resources, and/or loc counseling, health, and mental health services. The University shall develop and distribute contact information for this purpose as well as provide suct on-line.

#### Right to Notify Law Enforcement & Seek Protective and Other Orders

Those who report being subjected to sexual misconduct shall be provided written information about her/his right to:

- (1) Notify local law enforcement and receive assistance from the University Police Department in making the notification; and
- (2) Obtain a protective order, apply for a temporary restraining order or seek enforcement of an existing order. Such orders include:
  - · standing criminal protective orders;
  - protective orders issued in cases of stalking, harassment, sexual assault, or risk of injury to or impairing the morals of a child;
  - temporary restraining orders or protective orders prohibiting the harassment of a witness;
  - · family violence protective orders; or
  - · the University's new temporary no contact order.

#### **Employee Conduct Procedures**

Employees who are reported to have engaged in sexual misconduct are subject to discipline in accordance with the procedures applicable to the employment.

#### **Student Conduct Procedures**

The **Student Code of Conduct** provides the procedures for the investigation, definitions of terms, and resolution of complaints regarding student co including those involving sexual misconduct, as defined herein.

The University Title IX Coordinator can assist in explaining the student conduct process, but will and work with the Director for the University Office of Affairs, on actions related to student misconduct from non-academic matters. Please note that there can be multiple Investigations that occur betwee University Title IX Coordinator and the Director for the University Office of Judicial Affairs. The Student Code of Conduct provides an equal, fair, and ti (informal administrative resolution or a formal adjudication) for reported victims and accused students.

Reported victims of sexual misconduct shall have the opportunity to request that an investigation or disciplinary proceedings begin promptly; that suc proceedings shall be conducted by an official trained annually in issues relating to sexual misconduct and shall use the preponderance of the evidence than not) standard in making a determination concerning the alleged sexual misconduct.

Both the reported victim of sexual misconduct and the accused student are entitled to be accompanied to any meeting or proceeding relating to the a sexual misconduct by an advisor or support person of their choice, provided the involvement of such advisor or support person does not result in the postponement or delay of such meeting as scheduled and provided such an advisor or support person may not directly address the Hearing Body, que witnesses or otherwise actively participate in the hearing process or other meeting pertaining to a report of sexual misconduct and each student shall opportunity to present evidence and witnesses on her/his behalf during any disciplinary proceeding.

Both the reported victim and accused student are entitled to be provided at the same time written notice of the results of any disciplinary proceeding, within one (1) business day after the conclusion of such proceeding, which notice shall include the following: the name of the accused student, the vic committed, if any, and any sanction imposed upon the accused student. Sanctions may range from a warning to expulsion, depending upon the behalf severity of the violation(s). The reported victim shall have the same right to request a review of the decision of any disciplinary proceeding in the same on the same basis as shall the accused student; however, in such cases, if a review by any reported victim is granted, among the other actions that in the sanction of the disciplinary proceeding may also be increased. The reported victim and the accused student are entitled to be simultaneously proving of any change in the results of any disciplinary proceeding prior to the time when the results become final as well as to be notified when such in final.

In accordance with the Family Educational Rights and Privacy Act (FERPA), the accused student and the reported victim have the right to keep their in

#### ANNUAL SECURITY REPORT

Western Connecticut State University is committed to assisting all members of the WCSU community in providing for their own safety and security. In with the Jeanne Cleary Disclosure of Campus Security Policy and Crime Statistics Act, the university compiles an Annual Campus Security Report, will downloaded at http://www.wcsu.edu/police/pdf/Annual-Campus-Security-Report-2015.pdf (http://www.wcsu.edu/police/pdf/Annual-Campus-Security-Report-2015.pdf). The report may be requested from the Western Connecticut State University Police Department at any time, day or night. A copy can be rrequest by calling (203) 837-9304.

Both the website and annual reports provide information about campus security and topics such as crime prevention, university police law enforceme and crime reporting procedures. Information also is provided about crime statistics for the previous three calendar years of reported crimes that occur on-and off-campus facilities. This information is required by federal and state law and is provided by the university's police department. The Annual Fi Report is available at www.wcsu.edu/efs/EHS/fireprevention.asp (http://www.wcsu.edu/efs/EHS/fireprevention.asp).

#### Forms

University Discrimination Complaint Form (PDF) (/diversity/wp-content/uploads/sites/37/2017/09/University-Discrimination-Complaint-Form-rev.-7.18.2017.pdf)

University Discrimination Complaint Withdrawal Form (PDF) (/diversity/wp-content/uploads/sites/37/2017/09/University-Withdrawal-Form-compl.-8.04.2017.pdf)

University Discrimination Complaint Procedures (PDF) (/diversity/wp-content/uploads/sites/37/2017/09/WCSU-Discrimination-Complaint-Procedures (PDF)

#### Other state and federal agencies that process discrimination complaints

There are several state and federal agencies that enforce laws concerning discrimination in employment and education. Because each agency has its limitation/period for filling complaints, the Complainant should contact the agency for accurate advice. The following is a list of some of those agencies

#### Offices of the Connecticut Commission on Human Rights and Opportunities (CHRO)

999 Asylum Avenue, Hartford, Connecticut 06105 (860) 566-7710 100 Broadway, Norwich, Connecticut (860) 886-5703 55 W. Main Street, Suite 210, Waterbury, Connecticut 06702 (203) 805-6530 350 Fairfield Avenue, 6th Floor, Bridgeport, Connecticut 06804 (203) 579-6246

#### United States Department of Labor Wage and Hour Division

135 High Street Hartford, Connecticut 06103 (860) 240-4277

#### United States Department of Education, Office for Civil Rights (OCR)

33 Arch Street, Ninth Floor Boston, MA 02110 (617) 289-0111

#### **Connecticut Labor Department**

Regulation of Wages Division 200 Folly Brook Boulevard Wethersfield, CT 06109 (860) 566-3450

#### United States Equal Employment Opportunity Commission (EEOC)

John F. Kennedy Federal Office Building Government Center, Room 475 Boston, MA 02203 (617) 565-3200

#### **Connecticut Permanent Commission on the Status of Women**

18-20 Trinity Street Hartford, CT 06106 (860) 240-8300

#### Who are you?

- Future Students (/admissions/)
- Current Students (/currentstudents/)
- Alumni & Parents (/alumni/)
- Faculty & Staff (/facultystaff/)
- Donors & Friends (/ia/)
- Colonial Sports Fans (http://wcsuathletics.com)

#### Quick Links

- A to Z Index (/azindex asp)
- Maps & Directions (/directions/)
- Academics (/academics/)
- Athletics (http://wcsuathletics.com)
- Blackboard Learn (/technology/elearning/)

#### Contact us

- Western Connecticut State University 181 White Street Danbury, CT 08810
- **\$** 203-837-9000
- Contact the University (/contact asp)

f (http://www.facebook.co

(http://www.youtube.com/w

in (https://www.linkedin.com/edu/western-connecticut-state 18041)

8+ (https://plus.google.com



ODE INTAKE CONFIRMA	ATION	(DO N	OT FILL)
COMPLAINT DATE:	/_	/_	
COMPLAINT NO.:			
INTAKE INITIALS:			

#### DISCRIMINATION COMPLAINT FORM

INSTRUCTIONS: Please procide all of the information requested. It is highly encourages that you be as specific as possible when discussing incident(s) by including date(s) the incident(s) occurred, the name(s) of the person(s) involved and the name(s) of those who may have witnessed the incident(s). To investigate your complaint, it will be necessary to interview you (Complainant), the alleged accused and any witnesses with direct knowledge of the allegations or defenses. The Office of Diveristy and Equity will notify all persons involved in the investigation that all communications are confidential and that unaurthorized disclosure of information concerning the investigation could result in disciplinary action. The complaint is not limited to the space provided. You are encouraged to attach additional materials which may assist in the investigation process. Please note that the information provided on this and/or any other form is not considered an official complaint unless it is signed by you and dated.

additional materials which may assist in the investigation process. Please note that the information provided on this and/or any other form is not considered an official complaint unless it is signed by you and dated.			
COMPLAINANT INFORMATION:			
Complainant's Name:			
Home Address:			
Work Address:			
Telephone: ( )			
Email Address: Alternate Email:			
Please identify one (or more) preferred Mode(s) of Contact: Phone Call Email Letter			
COMPLAINT DETAILS:			
Complaint Applicant Admin./Staff External (Non-Campus Related) Status: Student/Student Employee Other:			
Complaint Type: Discrimination Hostile Work/Academic Environment Harassment Retaliation			
Basis:  Age  Ancestry  Color  Criminal Record (State Employment)  Gender Identity (or Expression)  Intellectual Disability  Learning Disability  Physical Disability  Marital Status  Mental Disorder  National Origin  Sex (Including Pregnancy or Sexual Harassment)  Sexual Orientation  Race  Religious Creed			
Terms and Conditions of Academic/Employment Status			
Assignments			
Under "Unknown Conditions", please specify:			

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WWW.WCSU.EDU



ODE INTAKE CONFIRMATION	(DO NOT FILL)
COMPLAINT DATE:/_	
COMPLAINT NO.:	
INTAKE INITIALS:	

Respondent Information Name of person(s) (called the F affiliation/relationship, this is infor asking about the length of time you	Respondent(s) you believe mation as it relates to you	e have subjected you to the conduct described in your complaint. When asking about ir contact (i.e., if the Respondent is a supervisor, co-worker, student, faculty, etc.). Timeframe is ent(s).
Respondent's Name:	Lini Name	7.11 (.22f.N3tits.
Respondent Status:	Applicant Faculty	Admin./Staff External (Non-Campus Related) Student/Student Employee Other:
Affilitation/Relationship:		Timeframe:
Respondent's Name:	Tirs: Name	NIT Last Name
Respondent Status:	Applicant Faculty	Admin./Staff
Affilitation/Relationship:		Timeframe:
Respondent's Name:	First Name	NII Last Name
Respondent Status:	Applicant Faculty	Admin./Staff External (Non-Campus Related)  Student/Student Employee Other:
Affilitation/Relationship:		Timeframe:
Respondent's Name:	First Name	All Las Name
Respondent Status:	Applicant Faculty	Admin./Staff External (Non-Campus Related)  Student/Student Employee Other:
Affilitation/Relationship:		Timeframe:
Respondent's Name:	Pirst Name	NI Law Name
Respondent Status:	Applicant Faculty	Admin./Staff External (Non-Campus Related)  Student/Student Employee Other:
Affilitation/Relationship:		Timeframe:
Add additional pages, as	needed	

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COMPLAINT DATE:/	
COMPLAINT NO.:	
INTAKE INITIALS:	

		- Attack
COMPLAINT DESCRIPTION: Please explain the specifics and/or s	situation(s) that resulted in your alle	gation(s):
Describe why you believe the incide	ent(s) you described were related to	the identified basis of your complaint:
List and describe all documents, e-r	mails, records, materials and/or evid	ence pertaining to your complaint:
- 1	777.	
Describe the corrective action you a	are seeking:	
List the identified witnesses to the a	above described incident(s):	
Witness 1.		
Witness 2.	Relationship	Contact Information
Witness 3.	Relationship	Contact Information
Witness 4.	Relationship	Contact Information
Witness 5.	Relationship	Contact Information
Witness 6.	Relationship	Centact Information
Name	Relationship	Contact Information
Add additional pages, as needed		

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INTAKE INITIALS:	

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# OFFICE OF DIVERSITY AND EQUITY WITHDRAWAL FORM

NOTE: Any filed action, including a discrimination complaint form, may be withdrawn at any time during the informal resolution and/or investigation process. Only the Complainant may withdraw a filed inquiry, complaint or request. Requests for withdrawals must be submitted in writing to the Chief Diversity Officer. The University reserves the right to continue with any filed investigation, if it is warranted. In a case where the University decides to continue with a filed investigation, the Complainant will be notified. In either event, as it pertains to complaint investigations, the Respondent/Accused will also be notified in writing that the Complainant has withdrawn a filed complaint and/or whether University officials determined that continuation of an investigation is warranted for corrective purposes.

Today's Date:/_/		BANNER ID:		
Nam	e of Complainant/Requestor:			
			(MI)	(Last Name)
If the	Complainant/Requestor is an Employee/I	Faculty:		
Depar	tment Name:			
Office	Title:		Office Location:	
Iident	ified action(s) with the university'	voluntarily request s Office of Diversity	to withdraw o	one or more of the
	EEO Inquiry – Informal Compl	aint/Review		
	University Discrimination Com	plaint Form		
	Request for Reasonable Accom	modation for a Medi	ical Disability	
	Request for Reasonable Accom	modation for Religio	ous Observance in	the Workplace
	Other:			
Pleas	e describe/state your reason for th	is withdrawal:		



#### UNIVERSITY POLICY IMPLEMENTATION ON NON-DISCRIMINATION

# I. CONNECTICUT STATE COLLEGES AND UNIVERSITIES AFFIRMATIVE ACTION AND EQUAL EMPLOYMENT OPPORTUNITY POLICY STATEMENT

As the statewide policy making authority for public higher education in Connecticut, the Connecticut State Colleges and Universities (CSCU) is committed to leading, by example, in the areas of equal employment opportunity and affirmative action. Additionally, the Connecticut State Colleges and Universities has been charged by state statutes to promote representative racial and ethnic diversity among the students, faculty administrators and staff at public institutions of higher education. The Connecticut State Colleges and Universities (CSCU) policies also advances compliance with Title IX requirements and the Americans with Disabilities Act (ADA) at all Connecticut State Colleges and Universities. Equal employment opportunity and affirmative action are essential to achieving higher education's goals of academic excellence and equity.

The Connecticut State Colleges and Universities (CSCU) recognizes that affirmative action is positive action undertaken with diligence and conviction to:

- 1. Overcome any remaining effects of past practices, policies or barriers to equal employment opportunity, and;
- 2. Achieve the full and fair participation of all protected class members found to be underutilized in the workplace, or adversely impacted by policies or practices.

The Connecticut State Colleges and Universities (CSCU) deems equal employment opportunity to be the education or employment of individuals without consideration of race, color, age, sex, including pregnancy, sexual harassment and sexual assault, religious creed, marital status, national origin, ancestry, physical or mental disabilities (including learning disabilities, intellectual disabilities, past or present history of mental disability), gender identity or expression, sexual orientation, transgender status, workplace hazards to reproductive systems or other factors which cannot lawfully be the basis for employment actions, unless there is a bona fide occupational qualification. The Connecticut State Colleges and Universities (CSCU) will not request or require genetic information from job applicants or employees, or otherwise discriminate against any person in employment conditions on the basis of genetic information. Additionally, the Connecticut State Colleges and Universities (CSCU) will not unlawfully discriminate against persons with a prior criminal conviction. Equal employment opportunity is the purpose and goal of affirmative action.

It is the policy of the Connecticut State Colleges and Universities to administer all personnel policies in manners that insure that there is no discrimination based upon race, color, age, sex, including pregnancy, sexual harassment and sexual assault, religious creed, marital status, national



origin, ancestry, physical or mental disabilities (including learning disabilities, intellectual disabilities, past or present history of mental disability), gender identity or expression, genetic information, sexual orientation, transgender status, criminal record, workplace hazards to reproductive systems or other factors which cannot lawfully be the basis for employment actions.

The Connecticut State Colleges and Universities recognizes the hiring difficulties experiences by persons with disabilities and by many older persons. If necessary, program goals shall be established with the Affirmative Action Plan for action eliminating hiring barriers and actively recruiting members from these groups, to overcome any remaining effects of past discrimination against these groups and to achieve full and fair participation of such persons in the workforce.

The Connecticut State Colleges and Universities shall explore alternative approaches wherever personnel practices have a negative impact on protected classes and establish procedures for the extra effort deemed necessary to assure that the recruitment and hiring of protected group members reflect their availability in the job market. To this end, the Connecticut State Colleges and Universities shall continuously review its personnel policies and procedures to ensure that barriers that unnecessarily exclude protected classes and practices that have a discriminatory impact are identified and eliminated. Recognizing that there are residual effects of past discrimination, the CSCU pledges not only to provide services in a fair and impartial manner, but also establish, through this policy, affirmative action and equal employment opportunity as immediate and necessary objectives throughout all of the Connecticut State Colleges and Universities.

The Connecticut State Colleges and Universities is committed to maintaining a work environment free from influence or prejudicial behavior and sexual harassment and a workplace in which all terms, conditions, privileges and benefits are administered in an equitable manner. The Connecticut State Colleges and Universities has an internal discrimination complaint procedure and system to process and resolve grievances.

It is also the University's policy to provide reasonable accommodations when appropriate to individuals with disabilities, individuals observing religious practices, employees who have pregnancy or childbirth-related medical conditions, or employees who are 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.

Dr. John B. Clark, the President of the Western Connecticut State University (WCSU) is committed to successfully implementing the Affirmative Action Plan and goals within timetables set forth. The President assures that all employees, especially managers and supervisors understand the policies and their responsibilities for implementing such and take positive steps to ensure compliance with the Affirmative Action Plan, AA/EEO policies, procedures and programs and also Americans with Disabilities Act (ADA) and Title IX requirements and mandates.

Effective July 7, 2017, Mrs. Jesenia Minier-Delgado has been appointed to serve as the Chief Diversity Officer and is responsible for overseeing the Office of Diversity and Equity and to



monitor and execute the Affirmative Action and Equal Employment Opportunity programs at the University. Mrs. Minier-Delgado is the University's full-time Affirmative Action Officer. To this end, the Chief Diversity Officer shall be concerned with equitable treatment to all in the University community. Mrs. Minier-Delgado is located at the Midtown Campus, University Hall 217, 181 White Street, Danbury, Connecticut, 06810, and can be reached by telephone at (203) 837-8444 or by email at <a href="minierdelgadoj@wcsu.edu">minierdelgadoj@wcsu.edu</a>. Employees and others who wish to file a complaint of discrimination pertaining to Western Connecticut State University may do so by contacting Mrs. Minier-Delgado.

#### II. Definitions of Prohibited Conduct¹

**Discrimination** is treating an individual differently or less favorably because of his or her protected characteristics—such as race, color, religion, sex, gender, national origin, or any of the other bases prohibited by this Policy.

Harassment is a form of discrimination that consists of unwelcome conduct based on a protected characteristic that has the purpose or effect of unreasonably interfering with an individual's work or academic performance or creating an intimidating, hostile or abusive work or academic environment. Such conduct can be spoken, written, visual, and/or physical. This policy covers prohibited harassment based on all protected characteristics other than sex. Sex-based harassment and sexual violence are covered by University Policy on Sexual Misconduct Reporting, Support Services and Processes linked at http://www.ct.edu/files/pdfs/hr-policy-sexual-misconduct.pdf.

Retaliation is adverse treatment of an individual because he or she made a discrimination complaint, opposed discrimination, or cooperated with an investigation of a discrimination complaint.

#### III. Discrimination and Retaliation Complaints

WCSU is committed to addressing discrimination and retaliation complaints promptly, consistently and fairly. The Chief Diversity Officer (or an assigned designee) shall be responsible for, among other things, addressing discrimination and retaliation complaints under this Policy. There shall be procedures for making and investigating such complaints, which shall be applicable to the University.

As a public university system, WCSU adheres to federal and state laws and regulations regarding non- discrimination and affirmative action. Should any federal or state law or regulation be adopted that prohibits discrimination based on grounds or characteristics not included in this Policy, discrimination on those additional bases will also be prohibited by this Policy.



#### IV. Academic Freedom

This Policy shall not be interpreted so as to constitute interference with academic freedom.

#### V. Responsibility for Compliance

The President will have ultimate responsibility for overseeing compliance with these policies at their respective units of the University. In addition, each vice president, dean, director, or other person with managerial responsibility, including department chairpersons and executive officers, must promptly consult with the Chief Diversity Officer at his or her school, department or unit if he or she becomes aware of conduct or allegations of conduct that may violate this Policy. All members of the University community are required to cooperate in any investigation of a discrimination or retaliation complaint.



#### DISCRIMINATION COMPLAINT PROCEDURES

#### 1. Reporting Discrimination and/or Retaliation

The University is committed to addressing discrimination and/or retaliation complaints promptly, consistently and fairly. Members of the University community, as well as visitors, may promptly report any allegations of discrimination or retaliation to the individuals set forth below:

- a) Applicants, employees, visitors and students with discrimination complaints should raise their concerns with the Chief Diversity Officer.
- b) Applicants, employees, visitors and students with complaints of sexual harassment or sexual violence, including sexual assault, stalking, domestic and intimate violence, should follow the process outlined in the University Policy on Sexual Misconduct Reporting, Support Services and Processes linked at <a href="http://www.ct.edu/files/pdfs/hr-policy-sexual-misconduct.pdf">http://www.ct.edu/files/pdfs/hr-policy-sexual-misconduct.pdf</a> and the CSCU Discrimination Complaint Policy and Procedures.
- c) There are separate procedures under which applicants, employees, visitors and students may request and seek review of a decision concerning reasonable accommodations for a disability, which are set forth in the procedures on Reasonable Accommodation. (must include drafted link upon approval)

#### 2. Preliminary Review of Employee, Student, or Visitor Concerns

Individuals who believe they have experienced discrimination and/or retaliation should promptly contact the Chief Diversity Officer to discuss their concerns, with or without filing a complaint. Following the discussion, the Chief Diversity Officer will inform the complainant of the options available. These include seeking informal resolution of the issues the Complainant has encountered or the University conducting a full investigation. Based on the facts of the complaint, the Chief Diversity Officer may also advise the Complainant that his or her situation is more suitable for an alternate resolution.

#### 3. Filing a Complaint

Following the discussion with the Chief Diversity Officer, individuals who wish to pursue a complaint of discrimination and/or retaliation should be provided with a copy of the University's newly revised discrimination complaint form. Complaints should be made in writing whenever possible, including in cases where the Complainant is seeking an informal resolution.



#### 4. Informal Resolution

Individuals who believe they have been discriminated or retaliated against may choose to resolve their complaints informally. Informal resolution is a process whereby parties can participate in a search for fair and workable solutions. The parties may agree upon a variety of resolutions, including but not limited to modification of work assignment, training for a department, or an apology. The Chief Diversity Officer will determine if informal resolution is appropriate in light of the nature of the complaint. Informal resolution requires the consent of both the complainant and the respondent and suspends the complaint process for up to thirty (30) calendar days, which can be extended upon consent of both parties, at the discretion of the Chief Diversity Officer.

Resolutions should be agreed upon, signed by, and provided to both parties. Once both parties reach an informal agreement, it is final. Because informal resolution is voluntary, sanctions may be imposed against the parties only for a breach of the executed voluntary agreement.

The Chief Diversity Officer or either party may at any time, prior to the expiration of thirty (30) calendar days, declare that attempts at informal resolution have failed. Upon such notice, the Chief Diversity Officer may commence a full investigation. If no informal resolution of a complaint is reached, the Complainant may request that the Chief Diversity Officer conduct a full investigation of the complaint.

#### 5. Investigation

A full investigation of a complaint may commence when it is warranted after a review of the complaint, or after informal resolution has failed. It is recommended that the intake and investigation include the following, to the extent feasible:

#### a) Interviewing the Complainant

In addition to obtaining information from the Complainant (including the names of any possible witnesses), the Complainant should be informed that an investigation is being commenced, that interviews of the Respondent and possibly other people will be conducted, and that the President will determine what action, if any, to take after the investigation is completed.

#### b) Interviewing the Respondent

In addition to obtaining information from the Respondent (including the names of any possible witnesses), the Respondent should be informed that a complaint of discrimination has been received and should be provided a copy of the complaint unless circumstances



warrant otherwise. Additionally, the Respondent should be informed that an investigation has begun, which may include interviews with third parties, and that the President will determine what action, if any, to take after the investigation is completed. A Respondent employee who is covered by a collective bargaining agreement may consult with, and have, a union representative present during the interview.

The Respondent must be informed that retaliation against any person who files a complaint of discrimination, participates in an investigation, or opposes a discriminatory employment or educational practice or policy is prohibited under this policy and federal, state, and city laws. The Respondent should be informed that if retaliatory behavior is engaged in by either the Respondent or anyone acting on his/her behalf, the Respondent may be subject to disciplinary charges, which, if sustained, may result in penalties up to and including termination of employment, or permanent dismissal from the University if the Respondent is a student.

#### c) Reviewing other evidence

The Chief Diversity Officer should determine if, in addition to the complainant, the respondent, and those persons named by them, there are others who may have relevant information regarding the events in question, and speak with them. The Chief Diversity Officer should also review documentary evidence that may be relevant to the complaint.

#### 6. Withdrawing a Complaint

A complaint of discrimination may be withdrawn at any time during the informal resolution or investigation process. Only the Complainant may withdraw a complaint. Requests for withdrawals must be submitted in writing to the Chief Diversity Officer. The University reserves the right to continue with an investigation if it is warranted. In a case where the University decides to continue with an investigation, it will inform the complainant.

In either event, the Respondent must be notified in writing that the Complainant has withdrawn the complaint and whether University officials have determined that continuation of the investigation is warranted for corrective purposes.

#### 7. Timeframe

While some complaints may require extensive investigation, whenever possible, the investigation of a complaint should be completed within ninety (90) calendar days of the receipt of the complaint.



- 8. Action Following Investigation of a Complaint
- a) Promptly following the completion of the investigation, the Chief Diversity Officer will report his or her findings to the President. In the event that the Respondent or Complainant are student, the Chief Diversity Officer will also report his or her findings to the Chief Student Affairs Officer and the Office of Judicial Affairs (if action is needed).
- b) Following such report, the President will review the "investigation report" and, when warranted by the facts, authorize such action as he or she deems necessary to properly correct the effects of or to prevent further harm to an affected party or others similarly situated. This can include commencing action to discipline the Respondent under applicable University by-laws and/or collective bargaining agreements.
- c) The Complainant and the Respondent should be apprised in writing of the outcome and action, if any, taken as a result of the complaint.
- d) The President will sign a form that will go into each investigation file, stating what, if any, action will be taken pursuant to the investigation.
- e) If the President is the Respondent, the CSCU System Office will appoint an Investigator who will report his/her findings to the CSCU President. The CSCU President will determine what action will be taken, and such decision will be final.
- 9. Immediate Preventive Action

The President may take whatever action is appropriate to protect the University community in accordance with applicable University by-laws and collective bargaining agreements.

#### 10. False and Malicious Accusations

Members of the University community who make false and/or malicious complaints of discrimination, as opposed to complaints which, even if erroneous, are made in good faith, will be subject to immediate, corrective action.

#### 11. Anonymous Complaints

All complaints will be taken seriously, including anonymous complaints. In the event that a complaint is anonymous, the complaint should be investigated as thoroughly as possible under the circumstances.



#### DISCRIMINATION COMPLAINT AGENCIES

Under Section 46a-68-89 (a) (b) (c) of the Affirmative Action Regulations of Connecticut State Agencies, an individual has the right to file his or her complaint of discrimination with any or all of the relevant agencies listed below. The individual can also simultaneously avail himself or herself of the University's Internal Discrimination Complaint Process and file a complaint of discrimination with the following external agencies:

#### 1. The Connecticut Commission on Human Rights & Opportunities:

Capitol Region 450 Columbus Blvd. Hartford, Connecticut 06103 Tel: (860) 566-7710

Eastern Region 100 Broadway Norwich, Connecticut 06360 Tel: (860) 886-5703

Southwest Region 350 Fairfield Avenue, 6th Floor Bridgeport, Connecticut 06604 Tel: (203) 579-6246

West Central Region Rowland State Government Center 55 West Main Street, Suite 210 Waterbury, Connecticut 06702-2004 Tel: (203) 805-6530

Complaints should be filed with the Commission on Human Rights and Opportunities no later than one hundred and eighty (180) days after the alleged act of employment discrimination occurred.

#### 2. The Equal Employment Opportunities Commission

John F. Kennedy Federal Office Building Government Center, Room 475 Boston, Massachusetts 02203 Tel: (617) 565-3200

Complaints should be filed with the Equal Employment Opportunities Commission no later than one hundred and eighty (180) days after the alleged act of employment discrimination occurred, except, that in a case when the aggrieved person has initially filed a complaint with the Commission on Human Rights and Opportunities, such complaint should be filed no later than three hundred (300) days after the alleged act of employment discrimination occurred.

#### Alternatively:

#### 3. Connecticut Permanent Commission on the Status of Women

18-20 Trinity Street Hartford, Connecticut 06106 Tel: (860) 240-8300

#### 4. State of Connecticut: Employee Grievance Procedure

Contact Human Resources Office or union representatives for Grievance forms and/or procedures.

#### 5. Regulation of Wages Division, Connecticut Labor Department

200 Folly Brook Boulevard Wethersfield, Connecticut 06109 Tel: (860) 566-3450

#### 6. Wage and Hour and Public Contracts Division

United States Labor Department 135 High Street Hartford, Connecticut 06103 Tel: (860) 240-4277

#### 7. U.S. Department of Education, Office for Civil Rights

33 Arch Street Ninth Floor Boston, Massachusetts 02110

Tel: (617) 289-0111 Fax: (617) 289-0150

# Section M Element No. 13

GOALS ANALYSIS

Sec. 46a-68-90

#### Goals Analysis

Under Section 46a-68-90(a) of the Regulations of Connecticut State Agencies, the University has prepared a report on all activity undertaken, including progress made toward those ends, to achieve the hiring, promotion and program goals contained in the University's previous affirmative action plan. The University's long-standing hiring process whereby search committees, hiring supervisors, and the Chief Diversity Officer (in conjunction with designated representatives of the Human Resources Department) work closely together in the filling of new, open (and/or vacated) positions. This is standard University practice for the filling of all positions. This practice provides the Chief Diversity Officer with the necessary first-hand selection and hiring information that is vital to both Affirmative Action Plan preparation and the Chief Diversity Officer's responsibility to carefully scrutinize the University's hiring activity. Every good faith and affirmative action effort has been made to meet goals. Each goal has been separately addressed as required, and where goals are not met, this section includes the affirmative action involvement as well as search details. The established hiring and selection process at the University is as follows:

The Chief Diversity Officer works with each Hiring Supervisor, Search Committee Chairperson and ment bers of each designated search committee for all hires throughout the hiring process and reviews applications for all positions. When it is determined that goal candidates or other candidates do not meet the qualification requirements for a position, or applicants are not being considered for an interview, extensive communication takes place and the Chief Diversity Officer meets with either (or both) the Search Committee Chairperson and/or Hiring Supervisor and carefully scrutinizes the hiring process, in accordance with the Affirmative Action Regulations and the Chief Diversity Officer's monitoring responsibilities. The agreed upon selection criteria, interview questions and other factors continue to be carefully scrutinized both with the Hiring Supervisor and the Search Committee Chairperson. It is a standard practice that the Chief Diversity Officer (in conjunction with designated representatives of the Human Resources Department), Search Committee Chairperson, and the Hiring Supervisor mutually agree on the applicant/selection criteria, all sets of structured interview questions/alternate interview processes, and a review of the final candidate(s) for a position offer.

This University practice ensures non-discrimination in the application review, all aspects of the structured interview and selection process and the necessary first-hand communication with the Chief Diversity Officer between the hiring supervisor and the Search Committee throughout the hiring process. The University will continue this practice. No hiring takes place until the Chief Diversity Officer (in conjunction with designated representatives of the Human Resources Department) and the Search Committee Chairperson, and Hiring Supervisor carefully review and scrutinize the hiring for each position from beginning to end.

- (b) For each job search, the University provided an analysis on the race and gender of:
  - (1) the total applicant pool;
  - (2) the qualified applicant pool; and
  - (3) the applicants interviewed,
- (c) If a goal was met, the University will identify the applicant as a goal candidate. No other information will be submitted.
- (d) If a goal was not met, the University provides a narrative outlining the University's good faith efforts to achieve that goal by explaining why each goal candidate was eliminated. For each unmet goal, organized by job search, a detailed narrative is prepared and each section discussed about each goal applicant in detail and as a complete course of action

### HIRING GOALS Reporting Period - April 1, 2017 - March 31, 2018

Effective February 13, 2017, Connecticut State Colleges and Universities ("CSCU") President and the System Office instituted a hiring freeze from the projected state funding cuts. This action still remains in effect with various approvals to hire in certain occupational categories.

During the reporting period, there was only one (1) critical search that was conducted and executed in the Executive/Administrative/Managerial occupational category.

#### EXECUTIVE/ADMINISTRATIVE/MANAGERIAL

#### Goals (4) 2 WF, 1 BF, 1 HF:

Hire(s) (1): 1 HF

#### **CHIEF DIVERSITY OFFICER**

Selection: 1 Hispanic Female (HF)

The University accepted applications for the position of Chief Diversity Officer. The Chief Diversity Officer ("CDO") reports to the President and will have the primary responsibility for providing inspirational and operational leadership for sustaining a diverse and inclusive climate and culture at WCSU. The CDO will be responsible for developing a comprehensive program of human rights, equal opportunity, diversity values and Affirmative Action for the University. The successful candidate will be responsible for the successful management of the University's Affirmative Action Plan and compliance reporting.

The CDO investigates complaints asserted under Title VI, VII, IX, Section 504, federal and local disability law, policy, and any law that prohibits discrimination based on a protected class. The CDO will serve as the University's Title IX Coordinator. Additionally, the CDO will oversee employment search processes including the review of search committee composition, conducting charges, recommending ad placements, and approving the applicant pool. The CDO develops educational and community relations programs that serve to enhance the institution's mission and will also work closely and collaboratively with the campus community and across divisions.

The successful candidate will serve as a catalyst and resource for implementing best practices and will be an advocate for the importance of diversity broadly defined and will demonstrate a strong track record in managing change and in developing and supporting initiatives that promote and advance diversity, equity, access, and inclusion. The successful candidate must possess a proven record of leading or facilitating the completion of diversity and inclusion initiatives within a higher education environment.

Qualifications: Master's degree, J.D., or above in law, human resource management, public administration, organizational behavior or a related field is required, as is six (6) or more years of professional experience working as part of an Affirmative Action or Equal Employment Opportunity program; Demonstrated experience in the preparation of Affirmative Action plans; Demonstrated knowledge and understanding of human rights, equal opportunity, rights of people with disabilities, multicultural and diversity issues; Experience in developing multicultural programs, diversity awareness programs and working in a higher education environment is preferred. Demonstrated ability to promote and lead programs and to speak to and write to a wide

variety of constituent and public groups; Demonstrated ability to develop and maintain constructive relationships with diverse populations, to analyze and solve complex human relations problems; Knowledge of federal, state and local laws and regulations related to diversity and equity; Excellent listening, verbal and written communication skills coupled with the ability to convey complex information in a clear and concise manner appropriate to the audience, including public speaking and formal presentation.

Twenty-nine applicants (29) Applied: 5 WM, 6 WF (goal candidate), 4 BM, 5 BF (goal candidate), 4 HF (goal candidate), 3 OM and 2 OF, which constituted the applicant pool for this executive search.

Within the applicant pool, all of the applicants submitted the required application materials for proper consideration: 5 WM, 6 WF (goal candidate), 4 BM, 5 BF (goal candidate), 4 HF (goal candidate), 3 OM and 2 OF. Application materials included a cover letter outlining the contributions the applicant believes he/she can make to the development of the field of diversity and equity, their illustrated track record in managing change and in developing and supporting initiatives that promote and advance diversity, equity, access, and inclusion and the skills the applicant would bring to this position; and how his/her experience corresponds with the requested qualifications. A review of the applicant's current curriculum vitae as well as the names, addresses, e-mail addresses and the telephone numbers of at least five (5) professional references.

During the review of application materials, the search committee precluded the following applicants:

Nineteen (19) applicants did not have six (6) or more years of professional experience in the area of diversity and inclusion: 3 WM, 3 WF (goal candidate), 3 BM, 3 BF (goal candidate), 3 HF (goal candidate), 3 OM and 1 OF

Ten (10) applicants were extended telephone interviews: 2 WM, 3 WF (goal candidate), 1 BM, 2 BF (goal candidate), 1 HF (goal candidate) and 1 OF

Two (2) applicants withdrew from consideration prior to the interview: 1 WM and 1 BF (goal candidate)

Eight (8) applicants completed telephone interviews: 1 WM, 2 WF (goal candidate), 1 BM, 2 BF (goal candidate), 1 HF (goal candidate), and 1 OF were extended telephone interviews, and of these eight (8) telephone interviews, five (5) applicants were precluded from the search based on the following:

In the telephone interviews, three (3) applicants: 1 WF (goal candidate), 1 BM and 1 BF (goal candidate) did not articulate a clear understanding on the preparation of a University Affirmative Action plan; did not demonstrate a clear knowledge and understanding of human rights and/or multicultural and diversity programming at a four-year university; and did not illustrate clear experience in developing multicultural and diversity awareness programs.

In the telephone interview, one (1) OF applicant did not properly articulate the level of professional experience in diversity and equity matters to the search committee and demonstrated a weakness in communication skills with overseeing a university-wide office by the lack of examples in their professional experience. The applicant described having to assist others in tasks and not directing, leading, managing or supervising the creation of a University Affirmative Action Plan and/or other important diversity and equity programming and/or efforts at a higher education institution.

In the telephone interview, one (1) BF (goal candidate) had under six (6) years of professional experience; did not properly articulate a professional understanding of the executive and/or leadership role and was unable to explain what program goals would be established in leading the Office of Diversity and Equity at Western.

Three (3) applicants 1 WM, 1 WF (goal candidate), and 1 HF (goal candidate) were extended inperson interviews. The in-person interviews consisted of the following schedule:

Meet	Search Committee– Midtown Campus Student Center Lobby
8:30 - 9:45 a.m.	Breakfast with Search Committee
10:00 – 10:30 a.m.	Benefits Overview with Lisa Lengel (Human Resources)
10:45 – 11:45 a.m.	Academic & Student Affairs Deans & AVP Academic Affairs
12:00 – 1:15 p.m.	Lunch with President's Senior Staff
1:30 – 2:30 p.m.	Open Forum with Faculty, Staff & Students
2:45 – 3:45 p.m.	Dr. John B. Clark - President's Office
4:00 – 4:45 p.m.	Visit Diversity Office & Midtown Campus Tour with Search Committee Host
5.00 5.45	
5:00 – 5:45 p.m.	Westside Campus Tour with Search Committee Host
6:00 p.m.	Dinner with Chief Human Resources Officer & BOR Manager of Diversity & Inclusion

Of the three finalists, two (2) applicants: 1 WM and 1 WF (goal candidate) were precluded from the search.

In the in-person campus interview, one (1) applicant: 1 WF (goal candidate) did not properly articulate the level of professional experience in diversity and equity matters to the search committee and the University community. The applicant demonstrated a weakness in preparing a University Affirmative Action Plan and with overseeing a university-wide office by the lack of examples in her professional experience.

In the in-person campus interview, one (1) applicant: 1 WM did not properly articulate a professional understanding of the executive and/or leadership role. The applicant was also unable to explain how to prepare a University Affirmative Action Plan; had no experience in the preparation of an Affirmative Action Plan in the State of Connecticut; and what diversity planning and program goals would be established in leading the Office of Diversity and Equity at Western.

The selected candidate, one (1) HF (goal candidate) clearly articulated a demonstrated understanding in serving in executive roles in diversity and equity and having over 10 years of leadership experience related to the Chief Diversity Officer role and a concise vision for leading the Office of Diversity and Equity at Western. The applicant (H/F) (goal candidate) also possessed clear experience in developing and creating a variety programs related to diversity and equity. The applicant clearly explained how to assess and create a University Affirmative Action Plan, had experience in the preparation of an Affirmative Action Plan in the State of Connecticut and implementation of new, dynamic programming to the existing University programming. The applicant had also worked directly with an accredited program and had eight (8) years of executive experience as a Chief Diversity Officer at a community college in New York City and as an EEO Manager with the State of Connecticut Department of Emergency Services and Public Protection.

The applicant possessed budgeting and grant funding experience that was similar to the Office of Diversity and Equity at WCSU. The applicant (H/F) (goal candidate) also possess experience in teaching, program/workshop preparation and student advisement. The applicant (H/F) (goal candidate) also has excellent written and oral communication skills. This search did meet a hiring goal, and the University is proud to offer represented diversity in the Executive/Administrative category with the executive position.

#### **FACULTY**

Effective February 13, 2017, Connecticut State Colleges and Universities ("CSCU") President and the System Office instituted a hiring freeze from the projected state funding cuts. This action still remains in effect with various approvals to hire in certain occupational categories.

During the reporting period, there were twelve (12) critical searches that were conducted and executed in the Assistant Professor occupational category.

#### **PROFESSOR**

<u>Goals (0):</u> No Hiring Goals set for this classification as it is normally a promotional opportunity. <u>Hires:</u> (0)

In this occupational category there were no searches conducted during the reporting period.

#### ASSOCIATE PROFESSOR

<u>Goals (0):</u> No Hiring Goals set for this classification as it is normally a promotional opportunity. Hires: (0)

In this occupational category there were no searches conducted during the reporting period.

#### ASSISTANT PROFESSOR

Goals (16): 9 WM, 1 BM, 2 BF, 2 HM, 1 HF and 1 OF

res (12): 4 WM, 4 WF, 1 HM, 3 HF

#### ncell School of Business - Division of Justice and Law Administration (JLA)

Selection: 1 Hispanic Male (HM)

The Ancell School of Business at <a href="www.wcsu.edu/asb">www.wcsu.edu/asb</a> is comprised of five business administration departments: Accounting, Finance, Management, Management Information Systems, Marketing, and the Division of Justice and Law Administration. The degrees offered are Bachelor of Business Administration, Master of Healthcare Administration, as well as a Bachelor of Science in Justice and Law Administration and Master of Science in Justice Administration. The Management curriculum is designed to provide the student with the knowledge, skills, and perspectives necessary in managerial and administrative positions in a variety of organizations.

**Position Summary:** Teaching assignments will include teaching four (4) courses per semester in our Justice and Law Administration degree program. Scholarly activity is expected. In addition, the successful candidate will participate in departmental and university service, engage in professional

activity, as well as advising and mentoring of students on course selection and career opportunities.

Qualifications: An earned Juris Doctorate degree. Prior demonstrated experience teaching at the college level, including the teaching of criminal justice related writing skills is required. Additional qualifications desired are experience teaching oral advocacy and litigation. Prior demonstrated experience teaching at the college level including the teaching of criminal justice related writing skills is required. Prior work experience in the legal field is preferred. Additional qualifications desired are experience teaching oral advocacy, and litigation. A history of research and publications is desirable as is a commitment to meet the scholarly requirements of the division. Prior work experience in the legal field is preferred.

Thirty-five (35) applicants applied: 9 WM, 5 WF, 2 BM, 4 BF, 2 HM, 2 HF, 8 OM and 3 OF, which constituted the applicant pool for this faculty search.

Within the applicant pool, all of the applicants submitted the required application materials for proper consideration: 9 WM, 5 WF, 2 BM, 4 BF, 2 HM, 2 HF, 8 OM and 3 OF. Application materials included a letter of application, which outlines interest in, and qualifications for, the position; areas of teaching expertise and experience, areas of service and/or leadership, prior course syllabi, research interests, and a statement of teaching philosophy; a current curriculum vita; and the names and contact information for at least three (3) professional references who can comment on the applicant's teaching, scholarship, and/or service/leadership.

During the review of application materials, the search committee precluded the following applicants:

Twenty-six (26) applicants did not meet the minimum qualifications with demonstrated experience in teaching courses related to criminal justice writing skills and/or evidence of research and publication and an active agenda of scholarship: 7 WM, 4 WF, 2 BM, 2 BF, 1 HM, 2 HF, 6 OM and 2 OF.

One (1) applicant failed to provide the required course syllabus for review by the search committee: 1 WM (goal candidate).

Eight (8) applicants were extended telephone interviews: 1 WM (goal candidate), 1 WF, 2 BF (goal candidate), 1 HM (goal candidate), 2 OM and 1 OF (goal candidate).

Eight (8) applicants completed telephone interviews: 1 WM (goal candidate), 1 WF, 2 BF (goal candidate), 1 HM (goal candidate), 2 OM and 1 OF (goal candidate), and of these eight (8) telephone interviews, five (5) applicants were precluded from the search based on the following:

In the telephone interviews, five (5) applicants did not clearly describe the general approach to teaching criminal justice related writing skills at the graduate or undergraduate level: 2 BF (goal candidate), 2 OM and 1 OF (goal candidate).

Three (3) applicants, 1 WM (goal candidate), 1 WF (goal candidate) and 1 HM (goal candidate) were extended in-person interviews. Of the three finalists, two (2) applicants: 1WM (goal candidate) and 1 WF (goal candidate) were precluded from the search.

In the in-person campus interview, two (2) applicants did meet the minimum qualifications with demonstrated experience in teaching courses related to criminal justice writing skills; however, each applicant did not properly articulate to the search committee the level of experience in research

and/or publication associated to the faculty position and/or field of study: 1 WM (goal candidate) and 1 WF (goal candidate).

The selected candidate (HM) (goal candidate) possessed the required Juris Doctorate and A.B. and directly related college teaching experience in criminal justice writing, along with other directly related research and publication directly related to Law & Economics, Civil Procedure, Torts, Legal Research and Writing with significant experience in oral advocacy and moot court. The applicant also possessed professional experience as a litigation associate and assistant attorney general in the State of Massachusetts's. The candidate taught a variety of criminal justice courses. The candidate also had direct experience advising and mentoring students. This search did meet a hiring goal for the University and its proud to offer represented diversity in the Assistant Professor category with the faculty position.

#### Ancell School of Business - Management Department (2 positions)

Selection: 1 White Female (WF)

The Ancell School of Business at <a href="www.wcsu.edu/asb">www.wcsu.edu/asb</a> is comprised of five business administration departments: Accounting, Finance, Management, Management Information Systems, Marketing, and the Division of Justice and Law Administration. The degrees offered are Bachelor of Business Administration, Master of Business Administration, Master of Healthcare Administration, as well as a Bachelor of Science in Justice and Law Administration and Master of Science in Justice Administration. The Management curriculum is designed to provide the student with the knowledge, skills, and perspectives necessary in managerial and administrative positions in a variety of organizations.

Position Summary: The successful candidate will teach a variety of Management courses, such as Organizational Behavior, Managing People, Current Issues in Management, and other Management Courses. Teaching load may be split between the Bachelor's programs at our Danbury and Waterbury campuses and the Masters of Business Administration program. In addition, the successful candidate will participate in departmental and university service, engage in scholarly and professional activities, as well as advising and mentoring of students.

Qualifications: An earned doctorate in Management. College teaching experience is preferred. Candidates must present evidence of research and publication and an active agenda of scholarship. WCSU is particularly interested in applicants who have experience working with students from diverse backgrounds and a demonstrated commitment to improving access to higher education for first generation and under-represented groups.

Fifty-nine (59) applicants applied: 14 WM, 7 WF, 4 BM, 4 BF, 3 HM, 2 HF, 9 OM and 16 OF, which constituted the applicant pool for this faculty search.

Within the applicant pool, all of the applicants submitted the required application materials for proper consideration: 14 WM, 7 WF, 4 BM, 4 BF, 3 HM, 2 HF, 9 OM and 16 OF. Application materials included a letter of application, which outlines interest in, and qualifications for, the position; areas of teaching expertise and experience, areas of service and/or leadership, research interests, and a statement of teaching philosophy; a current curriculum vita; and the names and contact information for at least three (3) professional references who can comment on the applicant's teaching, scholarship, and/or service/leadership.

During the review of application materials, the search committee precluded the following applicants:

Thirty-six (36) applicants did not have the required Ph.D. in Management: 11 WM (goal candidate), 3 WF, 2 BM (goal candidate), 1 BF (goal candidate), 2 HM (goal candidate), 8 OM and 9 OF (goal candidate).

Fourteen (14) applicants possessed the Ph.D. in Management, but did not have demonstrated experience teaching Management related courses and/or evidence of research, publication and an active agenda of scholarship: 2 WM (goal candidate), 2 WF, 2 BM(goal candidate), 1 BF(goal candidate), 1 HM (goal candidate), and 5 OF.

Nine (9) applicants were extended telephone interviews:, 1 WM (goal candidate), 2 WF, 2 BF (goal candidate), 2 HF (goal candidate), 1 OM and 1 OF (goal candidate).

Two (2) applicants withdrew from consideration prior to the scheduled telephone interview: 1 WF and 1 BF (goal candidate).

Seven (7) applicants completed telephone interviews: 1 WM (goal candidate), 1 WF, 1 BF (goal candidate), 2 HF (goal candidate), 1 OM and 1 OF (goal candidate), and of these seven (7) telephone interviews, three (3) applicants were precluded from the search based on the following:

In the telephone interviews, three (3) applicants did not clearly describe their research expertise and/or publications; did not clearly describe or demonstarte teaching experience or general approach to teaching at the graduate or undergraduate level: 1 WM (goal candidate), 1 BF (goal candidate), and 1 HF (goal candidate).

Four (4) applicants, 1 WF, 1 HF (goal candidate) and 1 OM and 1 OF (goal candidate) were extended in-person interviews. One (1) applicant withdrew from consideration prior to the scheduled in-person interview: 1 HF (goal candidate). Of the three finalists, one (1) applicant: 1 OM was precluded from the search.

In the in-person campus interview, one (1) applicant (OM) did not properly articulate to the search committee the level of research and publication associated to the faculty position and/or field of study.

The selected candidate (OF) (goal candidate) possess the require Ph.D. and college teaching experience along with other related research and background directly related to the Management field. The candidate taught a variety of Management courses. The candidate also had direct experience advising and mentoring students. This selection did meet a hiring goal.

The selected candidate (WF) possess the require Ph.D. and college teaching experience along with other related research and background directly related to the Management field. The candidate taught a variety of Management courses. The candidate also had direct experience advising and mentoring students.

After the initial selections were made, one of the selected candidates (OF) declined the offer of employment. With the loss with one of the (OF) selected candidates, the other selected candidate (WF) did not meet a hiring goal. Despite this turn of events, the University is proud to offer female represented diversity in the Assistant Professor category with this faculty position.

#### Ancell School of Business - Management Department (Human Resources)

Selection: 1 White Male (WM)

The Ancell School of Business at <a href="www.wcsu.edu/asb">www.wcsu.edu/asb</a> is comprised of five business administration departments: Accounting, Finance, Management, Management Information Systems, Marketing, and the Division of Justice and Law Administration. The degrees offered are Bachelor of Business Administration, Master of Business Administration, Master of Healthcare Administration, as well as a Bachelor of Science in Justice and Law Administration and Master of Science in Justice Administration. The Management curriculum is designed to provide the student with the knowledge, skills, and perspectives necessary in managerial and administrative positions in a variety of organizations.

**Position Summary:** The successful candidate will teach introductory and advance Human Resources courses, as well as other Management courses. Teaching load may be split between the Bachelor's programs at our Danbury and Waterbury campuses and the Masters of Business Administration program. In addition, the successful candidate will participate in departmental and university service, engage in scholarly and professional activities, as well as advising and mentoring of students.

**Qualifications**: An earned doctorate in Human Resource Management or a related field is preferred. College teaching experience is preferred. Candidates must present evidence of research and publication and an active agenda of scholarship. WCSU is particularly interested in applicants who have experience working with students from diverse backgrounds and a demonstrated commitment to improving access to higher education for first generation and under-represented groups.

Twenty-five (25) applicants applied: 4 WM, 4 WF, 2 BM, 2 BF, 1 HM, 7 OM and 5 OF, which constituted the applicant pool for this faculty search.

Within the applicant pool, all of the applicants submitted the required application materials for proper consideration: 4 WM, 4 WF, 2 BM, 2 BF, 1 HM, 7 OM and 5 OF. Application materials included a letter of application, which outlines interest in, and qualifications for, the position; areas of teaching expertise and experience, areas of service and/or leadership, research interests, and a statement of teaching philosophy; a current curriculum vita; and the names and contact information for at least three (3) professional references who can comment on the applicant's teaching, scholarship, and/or service/leadership.

During the review of application materials, the search committee precluded the following applicants:

Ten (10) applicants did not have the required Ph.D. in Human Resource Management or in a related field: 1 WM (goal candidate), 1 WF, 1 BM (goal candidate), 1 HM (goal candidate), 3 OM and 3 OF (goal candidate).

Ten (10) applicants possessed the Ph.D. in Human Resource Management or in a related field but did not have demonstrated experience teaching Human Resource Management related courses and/or evidence of research, publication and an active agenda of scholarship: 1 WM (goal candidate), 3 WF, 1 BM (goal candidate), 2 BF (goal candidate), 1 OM and 2 OF (goal candidate).

Five (5) applicants were extended telephone interviews: 2 WM (goal candidate), and 3 OM

Two (2) applicants withdrew from consideration prior to the scheduled telephone interview: 1 WM (goal candidate) and 1 OM.

Three (3) applicants completed telephone interviews: 1 WM (goal candidate), 2 OM, and of these three (3) telephone interviews, one (1) applicant was precluded from the search based on the following:

In the telephone interviews, one (1) applicant did not clearly describe research and/or publications; did not clearly describe the general approach to teaching human resource management at the graduate and/or undergraduate level: 1 OM.

Two (2) applicants, 1 WM (goal candidate) and 1 OM were extended in-person interviews. Of the two finalists, one (1) applicant: 1 OM was precluded from the search.

In the in-person campus interview, the 1 OM applicant did not properly articulate to the search committee the level of research and publication associated to the faculty position.

The selected candidate (WM) (goal candidate) possess the require Ph.D. in Human Resource Management and over six (6) years of college teaching experience along with over ten (10) related research publications directly related to the human resource management field. The candidate taught various human resource management undergraduate and graduate courses. The candidate also had direct experience advising and mentoring students. This search did meet a hiring goal for the University.

#### School of Visual and Performing Arts-Art

Selection: 1 White Male (WM)

As of Fall 2014, the School of Visual and Performing Arts (SVPA) <a href="www.wcsu.edu/svpa">www.wcsu.edu/svpa</a> is housed in a 134,000 square foot Visual and Performing Arts Center ("VPAC"). The VPAC is located within an hour's drive from New York City offering a conservatory-level education at the relatively affordable cost at a public university. New York City's proximity means our students receive the benefit of a faculty of internationally recognized artists, directors, designers, performers, and scholars dedicated to teaching a highly diverse student population.

**Position Summary:** Teach undergraduate courses in various painting mediums as well as teaching courses in the graduate program in the areas of Painting and Interdisciplinary Visual Art, and other departmental needs.

Qualifications: An MFA in Painting or an MFA in the Visual/Applied Arts disciplines is required. The candidate must have at least three (3) to five (5) years of college teaching experience in undergraduate and graduate level courses and must possess a thorough knowledge of the history of art and its contemporary concerns. Knowledge of current digital technologies and applications are required. The candidate must demonstrate evidence of at least five (5) years of broad, ongoing professional experience in the visual/applied arts and significant exposure through exhibition and publication. The selected candidate will be expected to participate in appropriate department, university and professional services. Additional responsibilities depend upon departmental need and applicant's expertise.

One hundred and fourteen (114) applicants applied: 33 WM, 24 WF, 10 BM, 8 BF, 7 HM, 3 HF, 16 OM and 13 OF, which constituted the applicant pool for this faculty search.

Within the applicant pool, twelve (12) applicants did not submit the required application materials for proper consideration: 3 WM, 4 WF, 1 BM, 1 BF, 1 HM, 2 OM. Application materials included a cover letter (1 page max), current curriculum vitae, a statement of creative and teaching philosophy (2 page max), a list of three (3) current professional references along with a PDF portfolio consisting of 20 examples of candidate's artwork (including an index page with titles, medium and sizes); and a PDF portfolio consisting of 20 examples of student artwork from Foundation and Applied Arts courses (including an index page with course title, medium, and year of completion).

During the review of application materials, the search committee precluded the following applicants:

Five (5) applicants did not have the MFA in Visual Arts and/or Applied Arts disciplines: 1 WM (goal candidate), 1 WF, 1 BM (goal candidate), 1 HM (goal candidate), 1 OF.

Ninety-two (92) applicants possessed the MFA in Painting or an MFA in the Visual/Applied Arts disciplines or in a related field but did not have demonstrated experience teaching in painting and/or applied arts related courses and/or evidence of research, publication and an active agenda of scholarship: 27 WM (goal candidate), 18 WF, 8 BM (goal candidate), 7 BF (goal candidate), 4 HM (goal candidate), 3 HF (goal candidate), 13 OM and 12 OF (goal candidate).

Five (5) applicants were extended telephone interviews: 2 WM (goal candidate), 1 WF, 1 HM (goal candidate) and 1 OM

Five (5) applicants completed telephone interviews: 2 WM (goal candidate), 1 WF, 1 HM (goal candidate) and 1 OM, and of these four (4) telephone interviews, two (2) applicants were precluded from the search based on the following:

In the telephone interviews, two (2) applicants did not clearly describe research and/or publications; did not clearly describe the general approach to teaching various painting mediums at the graduate and/or undergraduate level: 1 HM (goal candidate) and 1 OM.

Two (2) applicants, 1 WM (goal candidate) and 1 WF were extended in-person interviews. Of the two finalists, one (1) applicant: 1 WF was precluded from the search.

In the in-person campus interview, one (1) applicant did not properly articulate to the search committee the level of research and publication associated to the faculty position and/or field of study: 1 WF.

The selected candidate (WM) (goal candidate) possess a MFA in Painting and over six (6) years of college teaching experience at various CSCU institutions along with other related research and publication directly related to the field of painting mediums and graphic design. The candidate taught a variety of graduate and undergraduate courses in graphic design and illustration. The candidate also had direct experience advising and mentoring students. This search did meet a hiring goal for the University.

#### School of Visual and Performing Arts-Music

Selection: 1 White Male (WM)

As of Fall 2014, the School of Visual and Performing Arts (SVPA) <a href="www.wcsu.edu/svpa">www.wcsu.edu/svpa</a> is housed in a 134,000 square foot Visual and Performing Arts Center ("VPAC"). The VPAC is located within an hour's drive from New York City offering a conservatory-level education at the relatively

affordable cost at a public university. New York City's proximity means our students receive the benefit of a faculty of internationally recognized artists, directors, designers, performers, and scholars dedicated to teaching a highly diverse student population.

Position Summary: Teach undergraduate applied percussion, percussion repertoire, and percussion workshop courses in addition to directing the percussion ensemble. The candidate would be responsible for managing the upkeep and repair schedule of the department's percussion instruments. Additional responsibilities may include teaching audio recording, audio production, or other courses depending on the candidate's area of expertise. The successful candidate must maintain an active program of performance, research, and/or scholarly and creative activities. The candidate will also be expected to provide service to the department, and to the university through academic advising, recruiting, and committee service.

Qualifications: A doctorate in Music is required; ABD in Music will be considered. Collegiate teaching experience is preferred. Excellent written and oral communication skills are required. WCSU is particularly interested in applicants who have experience working with students from diverse backgrounds and a demonstrated commitment to improving access to higher education for first generation and under-represented groups.

Seventy-one (71) applicants applied: 41 WM, 8 WF, 9 BM, 1 BF, 5 HM, 1 HF, 3 OM and 3 OF, which constituted the applicant pool for this faculty search.

Within the applicant pool, seventy-one (71) applicants did submit the required application materials for proper consideration: 41 WM, 8 WF, 9 BM, 1 BF, 5 HM, 1 HF, 3 OM and 3 OF. Application materials included a letter of application, which outlines interest in, and qualifications for, the position; areas of teaching expertise and experience; a statement of teaching philosophy; a current curriculum vita; and the names and contact information for at least five (5) professional references who can comment on the applicant's teaching, artistry, and scholarship. Links and videos uploaded to Dropbox, Google Drive, YouTube, etc. of recitals and performances by the candidate are also required with the application materials.

During the review of application materials, the search committee precluded the following applicants:

Three (3) applicants did not have a Ph.D. and/or ABD in any Music disciplines: 1 WM (goal candidate), 1 WF, 1 BM (goal candidate).

Six-four (62) applicants possessed the Ph.D. and/or ABD in any Music but did not have demonstrated experience teaching in music and/or percussion related courses and/or evidence of research, publication and an active agenda of scholarship: 36 WM (goal candidate), 7 WF, 8 BM (goal candidate), 1 BF (goal candidate), 5 HM (goal candidate), 1 HF (goal candidate), 1 OM and 3 OF (goal candidate).

Six (6) applicants were extended telephone interviews: 4 WM (goal candidate) and 2 OM

Six (6) applicants completed telephone interviews: 4 WM (goal candidate) and 2 OM, and of these six (6) telephone interviews, three (3) applicants were precluded from the search based on the following:

In the telephone interviews, three (3) applicants did not clearly describe research and/or publications; did not clearly describe the general approach to teaching various percussion pedagogy at the graduate and/or undergraduate level: 2 WM (goal candidate) and 1 OM.

Three (3) applicants, 2 WM (goal candidate) and 1 OM were extended in-person interviews. Of the three finalists, two (2) applicants: 1 WM (goal candidate) and 1 OM were precluded from the search.

In the in-person campus interview, two (1) applicants did not properly articulate to the search committee the level of research and publication associated to the faculty position and/or field of study: 1 WM (goal candidate) and 1 OM.

The selected candidate (WM) (goal candidate) possess the require Ph.D. in Musical Arts and a Masters in Music Percussion and has a specialized college teaching experience at various CSCU institutions along with other related research and publication directly related to the music field. The candidate taught a variety of graduate and undergraduate courses in music theory and percussion. The candidate also had direct experience advising and mentoring students. This search did meet a hiring goal for the University.

#### School of Professional Studies - Education and Education Psychology

Selection: 1 Hispanic Female (HF)

The School of Professional Studies is comprised of four departments: Education & Education Psychology, Health Promotion & Exercise Science, Nursing, and Social Work. Undergraduate degrees are offered in each of these professional fields, as well as Master's degrees in Nursing and Education & Education Psychology, and Doctoral degrees in Education and Nursing. The Department of Education and Educational Psychology is one of the signature departments at WCSU and offers the following degrees in professional fields: a BS in Elementary Education Interdisciplinary Major, BS in Secondary Education, MS in Education Option in Curriculum, MS in School Counseling, MS in Clinical Mental Health, MS in Applied Behavior Analysis, and Ed.D. in Instructional Leadership. Programs are accredited by the Council for the Accreditation of Educator Preparation (CAEP), the Council for the Accreditation of Counseling and Related Programs (CACREP) and NEASC.

For more information, visit http://www.wcsu.edu/education/

**Position Summary:** The successful candidate will be responsible for: teaching courses in the counselor education program primarily in a face-to-face format; appropriate service; engagement in scholarly activity, including research and grant writing; support for Chi Sigma Iota and our local counseling organization; and collaboration with colleagues to conduct program evaluation, CACREP accreditation and field placement of students.

Qualifications: An earned doctorate in Counseling or a closely related field. Teaching experience in counselor education/graduate counselor education program. Experience as a clinical or school counselor; a record of scholarly publications; and experience with CACREP accreditation. Preference may be shown to candidates with a well-defined research agenda in clinical mental health or school counseling.

Nineteen (19) applicants applied: 5 WM, 5 WF, 1 BM, 2 BF, 1 HF, 3 OM and 2 OF, which constituted the applicant pool for this faculty search.

Within the applicant pool, all of the applicants submitted the required application materials for proper consideration: 5 WM, 5 WF, 1 BM, 2 BF, 1 HF, 3 OM and 2 OF. Application materials included a letter of application, which outlines interest in, and qualifications for, the position; areas of teaching expertise and experience, areas of service and/or leadership, research interests, and a

statement of teaching philosophy; a current curriculum vita; and the names and contact information for at least three (3) professional references who can comment on the applicant's teaching, scholarship, and/or service/leadership.

During the review of application materials, the search committee precluded the following applicants:

Two (2) applicants did not have the required Ph.D. in Counseling or a closely related field: 1 WM (goal candidate) and 1 BM (goal candidate).

Eleven (11) applicants possessed the Ph.D. in Counseling (or a closely related field) but did not have demonstrated experience teaching Counseling related courses and/or did not have experience with CACREP accreditation, evidence of research, publication and an active agenda of scholarship: 3 WM (goal candidate), 4 WF, 1 BF (goal candidate), 1 OM and 2 OF (goal candidate).

Six (6) applicants were extended telephone interviews:, 1 WM (goal candidate), 1 WF, 1 BF (goal candidate), 1 HF (goal candidate), 2 OM.

Six (6) applicants completed telephone interviews: 1 WM (goal candidate), 1 WF, 1 BF (goal candidate), 1 HF (goal candidate) and 2 OM, and of these six (6) telephone interviews, two (2) applicants were precluded from the search based on the following:

In the telephone interviews, two (2) applicants did not clearly describe research and/or publications; did not clearly describe teaching experience or general approach to teaching at the graduate or undergraduate level: 1 WF and 1 OM.

One (1) applicant was identified as an alternate candidate for reconsideration at a later time in this faculty search: 1 OM.

Three (3) applicants, 1 WM (goal candidate), 1 BF (goal candidate), 1 HF (goal candidate) were extended in-person interviews. Of the three finalists, two (1) applicants: 1 WM (goal candidate) and 1 BF (goal candidate) was precluded from the search.

In the in-person campus interview, two (2) applicants (1 WM and 1 BF) (goal candidates) did not properly articulate to the search committee the level of accreditation experience and knowledge as well as research and publication associated to the faculty position and/or field of study.

The selected candidate (HF) (goal candidate) possess the require Ph.D. and college teaching experience along with accreditation experience, related research and background directly related to the Counseling field. The candidate taught a variety of School Counseling-related courses. The candidate also had direct experience advising and mentoring students in school counseling. The selected candidate did meet a hiring goal, and the University is proud to offer represented diversity in the Assistant Professor category with the faculty position.

## <u>School of Professional Studies – Health Promotion and Exercise Sciences – Health Promotion Coordinator</u>

Selection: 1 White Female (WF)

The School of Professional Studies is comprised of four departments: Education & Education Psychology, Health Promotion & Exercise Science, Nursing, and Social Work. Undergraduate degrees are offered in each of these professional fields, as well as Master's degrees in Nursing and Education & Education Psychology, and Doctoral degrees in Education and

Nursing. The Department of Education and Educational Psychology is one of the signature departments at WCSU and offers the following degrees in professional fields: a BS in Elementary Education Interdisciplinary Major, BS in Secondary Education, MS in Education Option in Curriculum, MS in School Counseling, MS in Clinical Mental Health, MS in Applied Behavior Analysis, and Ed.D. in Instructional Leadership. Programs are accredited by the Council for the Accreditation of Educator Preparation (CAEP), the Council for the Accreditation of Counseling and Related Programs (CACREP) and NEASC.

For more information, visit https://www.wcsu.edu/sps/

Position Summary: Primary responsibilities will include teaching major requirement courses in the Health Education pre-K-12 program; health education in the schools for all education majors; health promotion studies courses as needed and will supervise health education student and teacher placements in the schools. Other responsibilities include: advising students, serving on department, university and community committees, participating in the School of Professional Studies upcoming Council for the Accreditation of Educator Preparation (CAEP) accreditation process, participating in the department's on-going Council on Education for Public Health (CEPH) accreditation process, and engaging in professional activities.

Qualifications: A Doctorate degree in Health Education, Health Promotion or related field is required (ABD minimum requirement). Candidates need to be knowledgeable in both School and Community (Public) Health disciplines, and in curriculum development and instructional technology. Documented teaching experience at a four-year university/college and as a school health educator are required. In addition, experience as a supervisor of health education student teaching placements is required. Current Connecticut State Health Teaching Certification is mandatory, as well as TEAM (Teacher Education and Mentoring Program) Certification. WCSU is particularly interested in applicants who have experience working with students from diverse backgrounds and a demonstrated commitment to improving access to higher education for first generation and under-represented groups.

Twelve (12) applicants applied: 3 WM, 2 WF, 2 BM, 1 BF, 3 OM and 1 OF, which constituted the applicant pool for this faculty search.

Within the applicant pool, all of the applicants submitted the required application materials for proper consideration: 3 WM, 2 WF, 2 BM, 1 BF, 3 OM and 1 OF. Application materials included a letter of application, which outlines interest in, and qualifications for, the position; areas of teaching expertise and experience, areas of service and/or leadership, research interests, and a statement of teaching philosophy; a current curriculum vita; and the names and contact information for at least three (3) professional references who can comment on the applicant's teaching, scholarship, and/or service/leadership.

During the review of application materials, the search committee precluded the following applicants:

Two (2) applicants did not have the required Ph.D. in Health Education, Health Promotion or related field is required (ABD minimum requirement): 1 WF and 1 BM (goal candidate).

Eight (8) applicants possessed the Ph.D. in Health Education, Health Promotion or related field is required (ABD minimum requirement) but did not have demonstrated experience teaching health promotion and/or school health education related courses and/or did not have the TEAM certification, evidence of research, publication and an active agenda of scholarship: 2 WM (goal candidate), 1 BM (goal candidate), 1 BF (goal candidate), 3 OM and 1 OF (goal candidate).

Two (2) applicants were extended telephone interviews:, 1 WM (goal candidate) and 1 WF.

Two (2) applicants completed telephone interviews: 1 WM, 1 WF and both were invited for an inperson (campus) interviews: 1 WM (goal candidate) and 1 WF.

Of the two finalists, one (1) applicant: 1 WM (goal candidate) was precluded from the search.

One (1) applicant (WM) (goal candidate) withdrew from consideration prior to the scheduled inperson (campus) interview.

The selected candidate (WF) possess the require Ph.D. and college teaching experience along with TEAM certification, related research and background directly related to the secondary school health education field. The candidate taught a variety of high schools on health education related courses. The candidate also had direct experience advising and mentoring students in school counseling. The selected candidate did not meet a hiring goal, but the University is proud to offer represented diversity in the Assistant Professor category with the faculty position.

#### <u>School of Professional Studies – Health Promotion and Exercise Sciences – Internship</u> Coordinator

Selection: 1 White Female (WF)

The School of Professional Studies is comprised of four departments: Education & Education Psychology, Health Promotion & Exercise Science, Nursing, and Social Work. Undergraduate degrees are offered in each of these professional fields, as well as Master's degrees in Nursing and Education & Education Psychology, and Doctoral degrees in Education and Nursing. The Department of Education and Educational Psychology is one of the signature departments at WCSU and offers the following degrees in professional fields: a BS in Elementary Education Interdisciplinary Major, BS in Secondary Education, MS in Education Option in Curriculum, MS in School Counseling, MS in Clinical Mental Health, MS in Applied Behavior Analysis, and Ed.D. in Instructional Leadership. Programs are accredited by the Council for the Accreditation of Educator Preparation (CAEP), the Council for the Accreditation of Counseling and Related Programs (CACREP) and NEASC.

For more information, visit https://www.wcsu.edu/sps/

Position Summary: Primary responsibilities will be as the Health Promotion Studies Internship Coordinator, with a focus on managing the field-based placement and supervision of student interns. Other responsibilities include: advising students, serving on department and university committees, participating in the department's on-going Council on Education for Public Health (CEPH) accreditation process, maintaining a database of interns and internship sites, conducting internship site visits, coordinating internship capstone presentations, initiating and building partnerships with community agencies to develop student opportunities, managing contracts with participating agencies, and engaging in professional activities.

Qualifications: A Master's degree in Public Health or related field is required. Documented experience as an internship coordinator as well as public health/community health teaching experience at a four-year university/college is required. Additional preference will be given to applicants with well-rounded experience in public health, community health and health promotion; collaborative coursework with fellow faculty and community partners; experience with service and/or experiential learning.

Eleven (11) applicants applied: 1 WM, 4 WF, 1 BF, 1 HF, 2 OM and 2 OF, which constituted the applicant pool for this faculty search.

Within the applicant pool, all of the applicants submitted the required application materials for proper consideration: 1 WM, 4 WF, 1 BF, 1 HF, 2 OM and 2 OF. Application materials included a letter of application, which outlines interest in, and qualifications for, the position; internship coordinator and community networking experience; areas of teaching expertise and experience, areas of service and/or leadership, research interests, and a statement of teaching philosophy; a current curriculum vita; and the names and contact information for at least three (3) professional references who can comment on the applicant's internship coordinator and community education experience, teaching, scholarship, and/or service/leadership.

During the review of application materials, the search committee precluded the following applicants:

Eight (8) applicants possessed the Master's degree in Public Health or related field but did not have demonstrated internship and/or community health and/or public health/community health teaching experience at a four-year university/college: 1 WM (goal candidate), 3 WF, 2 OM and 2 OF (goal candidate).

Three (3) applicants were extended telephone interviews: 1 WF, 1 BF and 1 HF.

Three (3) applicants completed telephone interviews: 1 WF, 1BF (goal candidate) and 1 HF (goal candidate) and two were invited for an in-person (campus) interviews: 1 WF and 1 HF (goal candidate).

In the telephone interview, one (1) applicants did not properly articulate to the search committee the level of accreditation experience and experiential and service knowledge to fully support students and hold the internship coordinator duties.

Of the two finalists, one (1) applicant: 1 HF (goal candidate) was precluded from the search.

One (1) applicant (WM) (goal candidate) did not properly articulate to the search committee the level of experience and knowledge to serve as an internship coordinator as well as minimal knowledge of the CPEH accreditation process in the field of study.

The selected candidate (WF) possess the require Masters in Public Health (MPH) and college teaching experience along with CPEH accreditation experience, professional background directly related to the post-secondary internship coordinator roles. The candidate taught at a variety of community colleges and 4-year universities on community health education related courses. The candidate also had direct experience advising and mentoring students in internship assignments and capstone programs. The selected candidate did not meet a hiring goal, but the University is proud to offer represented diversity in the Assistant Professor category with the faculty position.

#### School of Professional Studies - Nursing

Selection: 1 White Female (WF)

The School of Professional Studies is comprised of four departments: Education & Education Psychology, Health Promotion & Exercise Science, Nursing, and Social Work. Undergraduate degrees are offered in each of these professional fields, as well as Master's degrees in Nursing and Education & Education Psychology, and Doctoral degrees in Education and Nursing. The Nursing programs is one of the signature programs at WCSU and offers the following

degrees in nursing: a B.S., M.S. with major in Nursing, R.N. to B.S. degree completion program accredited by the Collegiate Commission on Nursing Education (CCNE), and a unique collaborative online Ed.D. in Nursing Education, accredited by NEASC. Our graduates have achieved exceptional success on both the National Council Licensure Exam (NCLEX) and American Nurse Credentialing Center Exam for Adult Gerontological Nurse Practitioner and Clinical Nurse Specialist.

For more information, visit www.wesu.edu/nursing

**Position Summary:** Teach undergraduate courses in various undergraduate and graduate (hybrid and online) courses in nursing as well as involvement with the clinical student experience, student mentorship and knowledge and involvement in the Collegiate Commission of Nursing Education (CCNE) accreditation process, and other departmental needs.

Qualifications: Master's Degree in Nursing with relevant educational and clinical experience is required. The successful candidate will have experience in teaching with the ability to teach across the curriculum. For positions at the Assistant level, an academic Doctorate in Nursing or related field (Ph.D., Ed.D. or DNS) will be required at the time of tenure review. A current registered professional nurse with CT licensure is required at the time of hire. The successful candidate will be expected to participate in departmental and university service by taking an active role in developing new curricula, advising and mentoring students, serving on departmental and university committees, assisting student groups on campus and engaging in professional activity.

Six (6) applicants applied: 2 WF, 1 BF, 1 HF and 2 OF, which constituted the applicant pool for this faculty search.

Within the applicant pool, all of the applicants submitted the required application materials for proper consideration: 2 WF, 1 BF, 1 HF and 2 OF. Application materials included a letter of application, which outlines interest in, and qualifications for, the position; internship coordinator and community networking experience; areas of teaching expertise and experience, areas of service and/or leadership, research interests, and a statement of teaching philosophy; a current curriculum vita; and the names and contact information for at least three (3) professional references who can comment on the applicant's internship coordinator and community education experience, teaching, scholarship, and/or service/leadership.

During the review of application materials, the search committee precluded the following applicants:

One (1) applicant did not have the required Master's Degree in Nursing: 1 BF (goal candidate).

Three (3) applicants possessed the Master's degree in Nursing or related field but did not have demonstrated relevant educational and clinical/nursing experience: 1 BF (goal candidate), 1 HF (goal candidate), 1 OF.

Two (2) applicants were extended telephone interviews: 1 WF and 1 OF.

Two (2) applicants completed telephone interviews: 1 WF and 1 OF and both were invited for inperson (campus) interviews: 1 WF and 1 OF.

Of the two finalists, one (1) applicant: 1 OF was precluded from the search.

One (1) applicant (OF) did not offer suitable responses to hypothetical clinical scenarios, minimal teaching experience at the undergraduate level and lack of the specialty certification in the field of study.

The selected candidate (WF) possess the require Masters in Nursing, possessed the required nursing certifications and college teaching experience along with CCNE accreditation experience, professional background directly related to the post-secondary clinical nursing academic/administrative roles. The candidate taught at various of community colleges and universities in nursing education related courses. The candidate also had direct experience advising and mentoring students in clinical and hospital internships. The selected candidate did not meet a hiring goal, but the University is proud to offer represented diversity in the Assistant Professor category with the faculty position.

#### School of Professional Studies - Social Work-Field Coordinator

Selection: 1 Hispanic Female (HF)

The School of Professional Studies is comprised of four departments: Education & Education Psychology, Health Promotion & Exercise Science, Nursing, and Social Work. Undergraduate degrees are offered in each of these professional fields, as well as Master's degrees in Nursing and Education & Education Psychology, and Doctoral degrees in Education and Nursing. The Department of Education and Educational Psychology is one of the signature departments at WCSU and offers the following degrees in professional fields: a BS in Elementary Education Interdisciplinary Major, BS in Secondary Education, MS in Education Option in Curriculum, MS in School Counseling, MS in Clinical Mental Health, MS in Applied Behavior Analysis, and Ed.D. in Instructional Leadership. Programs are accredited by the Council for the Accreditation of Educator Preparation (CAEP), the Council for the Accreditation of Counseling and Related Programs (CACREP) and NEASC.

For more information, visit https://www.wcsu.edu/sps/

**Position Summary:** The successful candidate will serve as Field Coordinator and teach one or two courses per semester, provide academic advising, service to the department, university, and profession, engage in scholarly research leading to publication, engage in professional activities, participate in BSW curriculum development, maintain and advance CSWE Standards of Accreditation. The position requires some compensated summer field coordination work.

Qualifications: Candidates must possess a MSW from an accredited college or university. A Ph.D. in Social Work or D.S.W. is preferred. Candidates must have a minimum of two (2) years post-MSW practice experience. College or university teaching experience in a social work program is required, experience as a field liaison is preferred. Familiarity with the Connecticut and New York regions' social work and human service organizations and practice experience as a field instructor is preferred. Additional valued qualifications include strong communication and organizational skills, ability to manage database software, a commitment to supporting and further developing a vibrant and responsive field education component, and a commitment to classroom teaching, student advisement, and working in a collaborative, collegial department. WCSU is particularly interested in applicants who have experience working with students from diverse backgrounds and a demonstrated commitment to improving access to higher education for first generation and underrepresented groups.

Thirteen (13) applicants applied: 6 WF, 3 BF, 2 HF and 2 OF, which constituted the applicant pool for this faculty search.

Within the applicant pool, all of the applicants submitted the required application materials for proper consideration: 6 WF, 3 BF, 2 HF and 2 OF. Application materials included a letter of application, which outlines interest in, and qualifications for the position and includes contact information, areas of teaching expertise and experience, research interests, areas of service and/or leadership, and a statement of teaching philosophy; a current curriculum vitae; and the names and contact information for at least three (3) professional references who can comment on the applicant's teaching, scholarship, and/or service/leadership.

During the review of application materials, the search committee precluded the following applicants:

Eight (8) applicants possessed the Master's degree (and/or D.S.W./Ph.D.) in Social Work or closely related field but did not have demonstrated internship and/or social work and/or community teaching experience at a four-year university/college. Applicants did not demonstrate knowledge in the Connecticut and New York regions' social work and human service organizations and practice experience as a field instructor: 3 WF, 3 BF (goal candidate), 2 OF.

Five (5) applicants were extended telephone interviews: 3 WF and 2 HF (goal candidate).

Five (5) applicants completed telephone interviews: 3 WF and 2 HF (goal candidate) and three were invited for an in-person (campus) interviews: 2 WF and 1 HF (goal candidate).

In the telephone interview, one (1) applicant withdrew from consideration prior to the scheduled telephone interview: 1 HF (goal candidate).

In the telephone interview, one (1) applicant did not properly articulate to the search committee the level of accreditation experience and experiential and service knowledge to fully support students and hold the internship coordinator duties: 1 WF.

Of the three finalists, two (2) applicants: 2 WF was precluded from the search.

Two (2) applicants (2 WF) did not properly articulate to the search committee the level of experience and knowledge to serve as a social work field coordinator as well as general knowledge with Connecticut and New York regions' social work and human service organizations and minimal practice experience as a field instructor.

The selected candidate (HF) (goal candidate) possess the require Ph.D. in Social Work and college/social work teaching experience along with knowledge of the current Connecticut and New York regions' social work and human service organizations, professional background directly related to the post-secondary field coordinator roles and has served as an adjunct instructor in Social Work at WCSU. The candidate has taught at a variety of community colleges and 4-year universities on social work-related courses. The candidate also had direct experience advising and mentoring students in field/internship assignments. The selected candidate did meet a hiring goal, and the University is proud to offer represented diversity in the Assistant Professor category with the faculty position.

#### School of Professional Studies - Social Work

Selection: 1 Hispanic Female (HF)

The School of Professional Studies is comprised of four departments: Education & Education Psychology, Health Promotion & Exercise Science, Nursing, and Social Work.

Undergraduate degrees are offered in each of these professional fields, as well as Master's degrees in Nursing and Education & Education Psychology, and Doctoral degrees in Education and Nursing. The Department of Education and Educational Psychology is one of the signature departments at WCSU and offers the following degrees in professional fields: a BS in Elementary Education Interdisciplinary Major, BS in Secondary Education, MS in Education Option in Curriculum, MS in School Counseling, MS in Clinical Mental Health, MS in Applied Behavior Analysis, and Ed.D. in Instructional Leadership. Programs are accredited by the Council for the Accreditation of Educator Preparation (CAEP), the Council for the Accreditation of Counseling and Related Programs (CACREP) and NEASC.

For more information, visit https://www.wcsu.edu/sps/

Position Summary: The successful candidate will teach across our baccalaureate social work program curriculum, provide academic advising, service to the department, university and profession, engage in scholarly research leading to publication, engage in professional activities, participate in BSW curriculum development, maintain and advance CSWE Standards of Accreditation. The ideal candidate will add diversity to the faculty via practice experience and research interests.

Qualifications: Candidates must possess a MSW and D.S.W./Ph.D. from an accredited college or university and a minimum of two (2) years post-MSW practice experience. ABD will be considered with completion by hire date in August 2017. Preference will be given to candidates who possess the following: college or university teaching experience in social work or a related field; experience in policy/macro practice; strong communication and organizational skills; personal and professional commitment to diversity and social justice; enthusiasm about supporting and further developing a vibrant and responsive curriculum; commitment to classroom teaching, student advisement, working in a collaborative and collegial department, scholarship, service and professional activities. WCSU is particularly interested in applicants who have experience working with students from diverse backgrounds and a demonstrated commitment to improving access to higher education for first generation and under-represented groups.

Twenty-two (22) applicants applied: 2 WM, 9 WF, 1 BM, 3 BF, 2 HF, 1 OM and 4 OF, which constituted the applicant pool for this faculty search.

Within the applicant pool, all of the applicants submitted the required application materials for proper consideration: 2 WM, 9 WF, 1 BM, 3 BF, 2 HF, 1 OM and 4 OF. Application materials included a letter of application, which outlines interest in, and qualifications for the position and includes contact information, areas of teaching expertise and experience, research interests, areas of service and/or leadership, and a statement of teaching philosophy; a current curriculum vitae; and the names and contact information for at least three (3) professional references who can comment on the applicant's teaching, scholarship, and/or service/leadership.

During the review of application materials, the search committee precluded the following applicants:

Fourteen (14) applicants possessed the Master's degree (and/or D.S.W./Ph.D.) in Social Work or closely related field but did not have demonstrated social work and/or community teaching experience at a four-year university/college. Applicants did not demonstrate knowledge in advance CSWE Standards of Accreditation and/or experience in policy/macro practice: 2 WM (goal candidate), 6 WF, 2 BF (goal candidate), 1 HF (goal candidate), 3 OF.

Eight (8) applicants were extended telephone interviews: 3 WF, 1 BM (goal candidate), 1 BF (goal candidate), 1 HF (goal candidate), 1 OM (goal candidate) and 1 OF.

One (1) applicant withdrew from consideration prior to the scheduled telephone interview: 1 BM (goal candidate).

Seven (7) applicants completed telephone interviews: 3 WF, 1 BF (goal candidate), 1 HF (goal candidate), 1 OM and 1 OF (goal candidate) and four (4) applicants were invited for an in-person (campus) interviews: 2 WF, 1 HF (goal candidate) and 1 OF.

In the telephone interview, three (3) applicants did not properly articulate to the search committee the level of accreditation experience and experience in policy/macro practice curriculum/teaching to fully support and teach students: 1 WF, 1 BF (goal candidate) and 1 OM.

Of the three finalists, two (2) applicants: 2 WF and 1 OF was precluded from the search.

Three (3) applicants (2 WF and 1 OF) did not properly articulate to the search committee the level of college or university teaching experience in social work or in the social justice field, minimal student advisement experience and/or experience in policy/macro practice curriculum/teaching.

The selected candidate (HF) (goal candidate) possess the require Ph.D. in Social Work and extensive experience in college/social work teaching along with knowledge of the current Connecticut and New York regions' social justice trends, professional background directly related to the post-secondary academic roles and has served as an adjunct instructor in Social Work at various universities and institutions. The candidate has taught various social work-related courses. The candidate also had direct experience advising and mentoring students in field/internship assignments. The selected candidate did meet a hiring goal, and the University is proud to offer represented diversity in the Assistant Professor category with the faculty position.

#### HEAD COACH - WOMEN'S SOCCER

Selection: 1 White Male

Position Summary: The Head Coach (Women's Soccer) is responsible for all aspects of developing and sustaining a women's soccer program that expects to be highly competitive; Providing direction, coordination, and instruction to the WestConn women's soccer team; Recruiting high quality prospective student athletes; Supervising assistant coaches; Ensuring compliance with NCAA, Little East and University policies; Monitor and assisting team members in academic, disciplinary, and personal matters; Assisting with program promotion and marketing; Representing the WestConn Athletic department at professional, civic, charity, and alumni events; Budget management and fundraising leadership are also required. Candidates must demonstrate a proven aptitude for coaching as illustrated by a strong work ethic, organizational skills, computer skills, and the ability to interact professionally within the department, the campus, and the community. This position may have a secondary duty that is commensurate with the candidate's experience.

Qualifications: Bachelor's Degree is required. Master's degree preferred. A minimum of five (5) years coaching experience at the collegiate level, and at least two (2) years' experience as a head coach. Candidates must have strong interpersonal skills, as well as a demonstrated ability to successfully recruit, train, and develop student-athletes. Must successfully demonstrate retention and graduation rates. Knowledge of NCAA rules and regulations and an understanding of, and a commitment to the Division III student-athlete philosophy is required. Must possess the ability to relate to both internal and external campus constituencies. Excellent communication skills are

required, as is the ability to work effectively with diverse populations including students, administrators, faculty, and alumni.

Eighty-three (83) applicants applied: 45 WM, 8 WF, 5 BM, 4 BF, 7 HM, 4 HF and 10 OM, which constituted the applicant pool for this administrative search.

Within the applicant pool, all of the applicants submitted the required application materials for proper consideration: 45 WM, 8 WF, 5 BM, 4 BF, 7 HM, 4 HF and 10 OM. Application materials included a cover letter, resume and contact information for (3) current professional references.

During the review of application materials, the search committee precluded the following applicants:

Five (5) applicants did not possess a Bachelor's Degree: 2 WM (goal candidate), 1 BM (goal candidate), 1 BF (goal candidate), and 1 OM.

Forty-four (44) applicants possessed Bachelor's Degree, but did not possess either the five (5) years coaching experience at the collegiate level and/or two (2) years' experience as a head coach: 28 WM (goal candidate), 4 WF, 3 BM (goal candidate), 2 BF (goal candidate), 3 HM (goal candidate), 2 HF (goal candidate), 2 OM.

Twenty-three (28) applicants did not possess one or more of the following: Knowledge of NCAA rules and regulations and an understanding of, and a commitment to the Division III student-athlete philosophy and/or demonstrated ability to successfully recruit, train, and develop student-athletes: 12 WM (goal candidate), 2 WF, 1 BM (goal candidate), 1 BF (goal candidate), 4 HM (goal candidate), 2 HF (goal candidate) and 6 OM.

Six (6) applicants were extended telephone interviews: 3 WM (goal candidate), 2 WF, and 1 OM.

Six (6) applicants completed telephone interviews: 3 WM (goal candidate), 2 WF and 1 OM, and four (4) applicants were invited for an in-person (campus) interviews: 2 WM (goal candidate), 1 WF and 1 OM.

In the telephone interview, two (2) applicants did not properly articulate to the search committee the level of NCAA compliance experience and/or having experience in program promotion and sports marketing: 1 WM (goal candidate) and 1 WF.

Two (2) applicant withdrew from consideration prior to the in-person, campus interview: 1 WM (goal candidate) and 1 OM.

Of the two finalists 1 WM (goal candidate) and 1 WF, one (1) applicant: 1 WF was precluded from the search.

One applicant (1 WF) did not properly articulate to the search committee demonstrate a proven aptitude and/or challenges for becoming a head coach with their illustrated recruitment efforts and/or limited interactions with other sports teams and/or affiliations in the community to promote diversity.

The selected candidate (WM) (goal candidate) possess a Bachelor's degree in Exercise Sciences and a Higher National Certificate in Sports Science. The applicant has over twelve (12) years of coaching and recruitment experience in Women's College Soccer in Connecticut, Wisconsin and Delaware, professional background directly related to roles as Assistant Coach and Head Coach of

Women's Soccer and has served with no compliance issues at various universities and institutions. The selected candidate did meet a hiring goal, and the University is proud to offer represented diversity in the Assistant Professor (Head Coach) Faculty category with the athletic coach position.

#### PROFESSIONAL NON-FACULTY

Effective February 13, 2017, Connecticut State Colleges and Universities ("CSCU") President and the System Office instituted a hiring freeze from the projected state funding cuts. This action still remains in effect with various approvals to hire in certain occupational categories.

During the reporting period, there were one (1) critical search that were conducted and executed in the Professional Non-Faculty occupational category.

Goals (9): 2 BM, 7 BF, 1 OM

Hires (1): 1 HM

#### **DIRECTOR, OFFICE OF ADMISSIONS**

Selection: 1 Hispanic Male

Position Summary: The Director is responsible for the direction and administration of all phases of the Office of Admissions operations. The incumbent is expected to work closely with the Associate Vice President for Enrollment Services in the development of appropriate marketing & recruitment strategies and the coordination of the University's long and short-term recruitment goals. Responsible for fulfillment of the University's admissions goals and coordinating the Office of Admissions recruitment efforts. Analyzes credentials of applicants for admission in terms of the University's standards, programs and curricula. Interprets test data and prediction data for prospective students. Supervises professional, clerical and student employee staff. Recommends changes in admissions policies, procedures and curriculum development for the University as well as the CSU System. Supervises overall record keeping process and maintains and works with appropriate databases to maximize the effectiveness of the University's admissions and recruitment efforts. Delegates responsibility and authority to subordinates in order to develop their professional and administrative skills. Closely interacts with the offices of: Academic Advisement, Registrar, and Financial Aid in coordinating the advising and scheduling of new students. Effectively presents to the public and all segments of the academic community. Interacts and communicates with secondary school and college administrators, faculty and guidance personnel. Travel to secondary schools, community colleges and regional recruitment events as needed.

Qualifications: Seven (7) years of college student enrollment and admissions experience, which must include three (3) years of supervisory experience in an admissions office and/or a related area. Experience recruiting in an urban setting and working in a diverse higher education college and/or university setting, as well as with use and maintenance of integrated enrollment information systems is desirable. Must possess the ability to deliver services to a culturally diverse population, create an atmosphere of customer-friendly service, and have strong analytical and strategic planning skills. Bilingual proficiency preferred.

One hundred and eight (108) applicants applied: 31 WM, 35 WF, 6 BM, 9 BF, 6 HM, 6 HF, 8 OM and 7 OF, which constituted the applicant pool for this administrative search.

Within the applicant pool, all of the applicants submitted the required application materials for proper consideration: 31 WM, 35 WF, 6 BM, 9 BF, 6 HM, 6 HF, 8 OM and 7 OF. Application

materials included a cover letter, resume and contact information for (3) current professional references.

During the review of application materials, the search committee precluded the following applicants:

Forty-four (44) applicants possessed seven (7) years of college student enrollment and admissions experience but did not possess the three (3) years of supervisory experience in an admissions office and/or a related area: 13 WM, 12 WF, 3 BM (goal candidate), 2 BF (goal candidate), 3 HM, 2 HF, 5 OM (goal candidate) and 4 OF.

Fifty-three (54) applicants did not possess one or more of the following: experience recruiting in an urban setting and working in a diverse higher education college and/or university setting; non-demonstrated use and maintenance of integrated enrollment information systems; applicant did not possess strong analytical and strategic planning skills; applicant was not bilingual proficient: 16 WM, 21 WF, 3 BM (goal candidate), 6 BF (goal candidate), 2 HM, 2 HF, 2 OM (goal candidate) and 2 OF.

Ten (10) applicants were extended telephone interviews: 2 WM, 2 WF, 1 BF (goal candidate), 1 HM, 2 HF, 1 OM (goal candidate) and 1 OF.

Two (2) applicants withdrew from consideration prior to the scheduled telephone interview: 1 WF and 1 BF (goal candidate).

Eight (8) applicants completed telephone interviews: 2 WM, 1 WF, 2 HM, 2 OM (goal candidate) and 1 OF and three (3) applicants were invited for an in-person (campus) interviews: 1 WM, 1 HM and 1 OF.

In the telephone interview, five (5) applicants did not properly articulate to the search committee the level of accreditation experience and experience in policy/macro practice curriculum/teaching to fully support and teach students: 1 WM, 1 WF, 2 HF and 1 OM (goal candidate).

Of the three finalists, two (2) applicants: 1 WM and 1 OF was precluded from the search.

Two (2) applicants 1 WM and 1 OF did not properly articulate to the search committee any level of multicultural recruitment experience in urban setting, such as Long Island, New York and New Jersey as well that is needed for this role. The two (2) applicants were unable to demonstrate bilingual proficiency.

The selected candidate (HM) possess a Bachelor's degree in History, Master's degree in Liberal Arts and is currently working on a second Master's degree in Business Administration. The applicant has over ten (10) years of supervisory and recruitment experience in college/admissions in New York and Long Island regions', professional background directly related to various admission roles in New York and has served for four (4) years as a multicultural admission representative at various universities and institutions. The applicant was able to demonstrate bilingual proficiency. The selected candidate did not meet a hiring goal, but the University is proud to offer represented diversity in the Professional – Non-Faculty category with the administrative position.

#### SECRETARIAL CLERICAL, All titles except Secretary 2

Effective February 13, 2017, Connecticut State Colleges and Universities ("CSCU") President and the System Office instituted a hiring freeze from the projected state funding cuts. This action still remains in effect with various approvals to hire in certain occupational categories.

During the reporting period, there was one (1) critical search that was conducted and executed in the Secretarial Clerical occupational category.

Goals (5): 2 WM, 1 BM, 1 HM and 1 HF

Hires: (1) 1 WF

#### **ASSISTANT IN HUMAN RESOURCES (CSU)**

Selection: 1 White Female

Position Summary: The position reports to the Assistant Director of Human Resources for Recruitment and includes duties such as; Processing of the part-time payroll, which includes detailed data entry into CORE-CT and Banner; Preparing bi-weekly payroll reconciliation reports and verifying the payroll for accuracy; assisting employees with any pay-related questions, password resets, new hire paperwork, employment verification, etc. Also provides administrative support to recruitment activities, including the preparation and distribution of the job announcements, file maintenance, appointment scheduling, applicant logs, scheduling all preemployment activities, etc.

Qualifications: One (1) to two (2) years' experience in human resources is required. Experience with HRIS systems, such as CORE-CT or Banner is preferred. Knowledge of Microsoft Word and Excel is required. The successful candidate must also demonstrate solid oral and written communication skills.

One hundred (100) applicants applied: 15 WM, 40 WF, 4 BM, 8 BF, 2 HM, 6 HF, 5 OM and 20 OF, which constituted the applicant pool for this administrative search.

Within the applicant pool, fifty-four (54) applicants did not submit the required application materials for proper consideration: 9 WM, 29 WF, 2 BM, 3 BF, 1 HM, 3 HF, 4 OM and 3 OF. Application materials included a cover letter, resume and contact information for (3) current professional references.

During the review of application materials, the search committee precluded the following applicants:

Forty-one (41) applicants did not have experience with HRIS systems, such as CORE-CT or Banner and/or possess at least one (1) year of experience in human resources: 4 WM (goal candidate), 9 WF, 2 BM (goal candidate), 5 BF, 1 HM (goal candidate), 3 HF (goal candidate), 1 OM and 16 OF.

Five (5) applicants were extended in-person interviews: 2 WM (goal candidate), 2 WF and 1 OF.

During the in-person (campus) interviews, two (2) applicants withdrew from consideration prior to the scheduled in-person campus interview due to having accepted another position: 2 WM (goal candidate).

Of the three finalists, two (2) applicants: 1 WF and 1 OF was precluded from the search.

Two (2) applicants (1 WF and 1 OM) did not properly articulate to the search committee the level of experience and knowledge to serve as a human resources representative. Each applicant was not able to demonstrate to the search committee the relevant examples of related experience and skills with customer service; and each applicant had not worked closely with confidential materials and paperwork.

The selected candidate (WF) had strong organizational and customer service skills. The applicant works in an interim role in a human resources office and managed a busy office while working directly with legal and confidential paperwork. The applicant has strong computer skills and has relevant experience handling pay-related questions, password resets, new hire paperwork, and employment verifications. The applicant also has related experience in administrative support for recruitment activities. The search did not meet a hiring goal for the University.

#### SECRETARIAL CLERICAL – SECRETARY 2

Goals (1): 1 WF

<u>Hires</u>: (0)

In this occupational category, there were no searches conducted during the reporting period.

#### TECHNICAL & PARAPROFESSIONAL

Goals (2): 1 HF, 1 OF

<u>Hires</u>: (0)

In this occupational category, there were no searches conducted during the reporting period.

#### SKILLED CRAFT WORKERS

Goals (7): 1 BM, 6 HM

<u>Hires</u>: (0)

In this occupational category, there were no searches conducted during the reporting period.

#### SERVICE MAINTENANCE - All Titles except Custodian

Effective February 13, 2017, Connecticut State Colleges and Universities ("CSCU") President and the System Office instituted a hiring freeze from the projected state funding cuts. This action still remains in effect with various approvals to hire in certain occupational categories.

During the reporting period, there was one (1) critical search that was conducted and executed in the Secretarial Clerical occupational category.

Goals (3): 1 BM, 1 BF, 1 HM Hires: (4): 3 WM and 1 WF

#### LANDSCAPE TECHNICIAN (4 positions)

Selection: 3 White Males and 1 White Female

Position Summary: Prepares, installs and maintains decorative landscaping features to include flowers, plants, shrubs, ornamental grasses, trees, waterscapes, lighting and decorative and synthetic or natural materials in formal gardens, plant containers, borders and island beds; hauls materials, fills, grades and slopes work sites; pulls weeds, mulches, repairs drip lines, waters and fertilizes; installs and maintains turf by seeding or siding, repairing, mowing and fertilizing; clears brush, debris and leaves from lawns and catch basins; installs, maintains and regulates irrigation systems; installs and maintains recreational sports fields; operates and maintains various large and small power and construction equipment including bucket/boom truck, front loader, backhoes, bulldozers, forklifts, tractors, dump trucks of five (5) ton or greater capacity, plow and pickup trucks and trailers, street sweepers, leaf vacuums, wood chippers, mowers, leaf blowers, weed whackers and chain saws; maintains and repairs small gas engine power equipment and large equipment to include, but not limited to, oil and spark plug change, blade sharpening, tire change or repair, fluid change and battery replacement; uses and maintains various hand tools; assists with the set up and dismantling of, but not limited to, plantings, fences, chairs, tents, bleachers and tables for special events; installs and maintains fences, bollards and signage campus wide; installs, maintains and repairs asphalt pavement and other materials on travelled surfaces; performs pretreatment and snow and ice removal; assists arborists with tree pruning or felling operations; maintains orderliness and efficiency of landscape work sheds and surrounding areas; removes trash and changes bins daily; may apply pesticides under direct supervision; may paint poles and other structures within the landscape; may travel to work at regional campuses; performs related duties as required.

Qualifications: Two (2) years of experience in landscape maintenance including plant selection and installation, pruning, fertilization and seeding of turf grasses. Knowledge of and the proper care of various plants and; basic knowledge of pesticides application methods and techniques; and turf grass management practices. Must possess the ability to operate, maintain and repair hand tools, small gas engines; large power equipment; heavy construction and commercial landscaping equipment and vehicles; ability to use personal protective equipment; will be required to lift moderate to heavy weights; be exposed to extreme weather conditions, significant levels of dust and noise and risk of injury from equipment. Must have adequate physical strength, stamina, physical agility and visual and auditory acuity, and must maintain such physical fitness as to be able to perform the duties of the class. Must possess good interpersonal, oral and written communication skills; and the ability to follow written and oral instructions; some ability to utilize computer software. Incumbents in this class may be required to possess and retain appropriate current licenses, permits and/or certifications, must possess a valid Motor Vehicle Operator's license as travel is required. Must be available to work as needed for emergency or snow removal duties. A physical examination, such as medical exam, drug screening and criminal background check will be required prior to an offer of employment.

One hundred and two (102) applicants applied: 54 WM, 3 WF, 12 BM, 8 HM, 23 OM and 2 OF, which constituted the applicant pool for this administrative search.

Within the applicant pool, all of the applicants submitted the required application materials for proper consideration: 54 WM, 3 WF, 12 BM, 8 HM, 23 OM and 2 OF. Application materials included the submission of an application of employment to the online weblink: https://www.jobapscloud.com/CT/status.asp?RN=171121-9060TC-001.

During the review of application materials, the search committee precluded the following applicants:

Fifty-one (51) applicants did not have the two (2) years of experience in landscape maintenance and/or knowledge on the proper care of various plants and; basic knowledge of pesticides application methods and techniques; and turf grass management practices: 32 WM, 2 WF, 4 BM (goal candidate), 2 HM (goal candidate) and 11 OM.

Twenty-nine (29) applicants did not have the ability to operate small and/or large power equipment; heavy construction and/or commercial landscaping equipment and vehicles: 14 WM, 4 BM (goal candidate), 4 HM (goal candidate), 5 OM and 2 OF.

Twenty-two (22) applicants were extended in-person interviews: 8 WM, 1 WF, 4 BM (goal candidate), 2 HM (goal candidate) and 7 OM.

During the in-person (campus) interviews, two (2) applicants withdrew from consideration prior to the scheduled in-person campus interview due to having accepted another position: 2 OM.

Of the twenty applicants, fifteen (15) applicants: 4 WM, 4 BM (goal candidate), 2 HM (goal candidate) and 5 OM was precluded from the search.

Two (2) applicants, 1 WM and 1 HM (goal candidate) withdrew from consideration after the interviews because they accepted other positions.

Twelve (12) applicants, 4 BM (goal candidate), 1 HM (goal candidate) and 5 OM had small scale landscaping experience but did not have any direct experience with snow removal equipment for large grounds; and did not have any experience with maintenance of related landscaping equipment or irrigation systems.

One (1) applicant (1 WM) had a thorough knowledge of plant maintenance. The applicant had a general basic knowledge of landscaping equipment but did not have any snow removal experience. The applicant also never maintained large athletic fields at a college and/or university. The search did not meet a hiring goal for the University.

The selected candidate (1 WF) had strong experience with landscaping and snow removal equipment for large grounds maintenance. The applicant also was skilled with equipment repair and worked directly with irrigation and drainage systems. The search did not meet a hiring goal for the University.

Two selected candidates (2 WM) had extensive landscaping experience. Both applicants had been previously employed as Landscape Technicians and had direct work experience with athletic fields and maintaining parks and fields in university settings. Each applicant was responsible for operating large equipment and mechanical machinery related to maintaining large grounds. Both applicants also had worked with garbage compactors and snow blowing equipment during ice storms. Both applicants also dealt with athletic field repair from storm damage from strong winds and hurricanes; and also worked directly with a variety of irrigation systems. Both applicants also had good communication skills and was able to answer all questions in detail providing examples of directly related work experience. The search did not meet a hiring goal for the University.

#### SERVICE MAINTENANCE - CUSTODIAN

Goals (11): 1 BM, 8 HM, 1 HF, 1 OM

Hires: (0)

In this occupational category, there were no searches conducted during the reporting period.

#### **PROTECTIVE SERVICES**

Goals (2): 1 WM, 1 HM <u>Hires</u>: (0)

In this occupational category, there were no searches conducted during the reporting period.

#### PROMOTION GOALS

April 1, 2017 - March 31, 2018

#### **EXECUTIVE/ADMINISTRATIVE**

Goals (0): N/A Promoted (2): 2 WF

#### **DEAN, SCHOOL OF PROFESSIONAL STUDIES**

**Position Summary:** The Dean will be responsible for promoting, developing, and sustaining the School's educational, scholarly, and public service programs. The ideal candidate will be a collaborative leader, able to build consensus in and between departments, and cultivate innovation in teaching and scholarship. Through appropriate mentoring of faculty, and a clear understanding of emerging trends in higher education, the Dean will help the School of Professional Studies become the regional resource for outstanding programs in education, health, and human service professions.

Qualifications: Demonstrated record of teaching, scholarship, and service including a doctoral degree in a field appropriate to the School's curricula. Evidence of interdisciplinary collaboration is preferred. Evidence of progressively increasing administrative experience, to include: evaluating faculty, managing budgets, developing curriculum, designing assessment plans, and participating in accreditation processes. Experience with innovative pedagogies such as simulation labs, on-line or hybrid course delivery intensive field experiences, or problem-based learning. Demonstrated commitment to supporting a diverse teaching and learning environment. Demonstrated ability to communicate effectively with internal and external constituencies, including communicating the school's value to potential funders. Experience with shared governance and collective bargaining agreements preferred.

Effective February 13, 2017, Connecticut State Colleges and Universities ("CSCU") President and the System Office instituted a hiring freeze from the projected state funding cuts. This action still remains in effect with various approvals to hire in certain occupational categories.

During the reporting period, the executive role was appointed as a temporary assignment until a national executive search was to be conducted and executed in the Executive occupational category. This promotion did not meet a promotional goal for the University.

#### DEAN, MARICOSTAS SCHOOL OF ARTS AND SCIENCES

Position Summary: The Dean will be responsible for promoting, developing, and sustaining the School's educational, scholarly, and public service programs. The Dean provides collegial leadership and consensus building for faculty organized into 13 departments — Biological & Environmental Sciences; Chemistry; Communication & Media Arts; Computer Science; English; History & Non-Western Cultures; Mathematics; Philosophy & Humanistic Studies; Physics, Astronomy & Meteorology; Psychology; Social Sciences; World Languages & Literature; and Writing, Linguistics, and Creative Process. The Dean of the Macricostas School of Arts and Sciences reports to the Provost/Vice President for Academic Affairs.

Qualifications: A record of significant teaching, scholarship, or creative activity, including an earned doctorate in a field appropriate to the School's curricula. Substantial academic

administrative experience such as chairperson, program director or the equivalent, including experience in enrollment and fiscal management. Experience in academic program development, curricular design and assessment. Experience with accreditation processes. Experience working with a variety of educational platforms, such as online, hybrid and other digital strategies is preferred. Demonstrated ability to communicate effectively, problem solve, and maintain good working relationships with all internal and external constituencies of the University. Experience working with a diverse student constituency and evidence of commitment to student success. Experience with campus governance, collective bargaining agreements, faculty selection and faculty evaluation are preferred. Experience in obtaining external grants and fundraising is preferred.

Effective February 13, 2017, Connecticut State Colleges and Universities ("CSCU") President and the System Office instituted a hiring freeze from the projected state funding cuts. This action still remains in effect with various approvals to hire in certain occupational categories.

During the reporting period, the executive role was appointed as a temporary assignment until a national executive search was to be conducted and executed in the Executive occupational category. This promotion did not meet a promotional goal for the University.

#### **FACULTY PROMOTIONS:**

In this category, the American Association of University Professors (AAUP) Collective Bargaining Agreement (Article 4.11) governs promotions. The criteria for promotion set forth in the contract include a terminal degree, years of successful teaching, strong scholarship, including publications, and service to the University. A faculty member who wishes to be considered for promotion must submit notification in writing to the Department Chairperson as well as the Department Evaluation Committee (DEC) Chairperson by the deadline stated in the contract. The faculty member's portfolios are reviewed and evaluated by the DEC, the appropriate Dean, the Promotion and Tenure Committee (P&T) and the Provost with each making a recommendation based on the criterion set forth in Article 4.11.9.1-4.11.9.5 of the collective bargaining agreement.

These recommendations are then sent to the President and pursuant to Article 4.11.14, the President makes recommendations for promotion and/or tenure to the Connecticut State Colleges & Universities Board of Regents based on the above noted criterion. If the President determines that the faculty member's portfolio has not met the criterion set forth in the collective bargaining agreement, that faculty member is not recommended for promotion and/or tenure. This procedure for granting promotions is conducted on an annual basis.

#### **PROFESSOR**

Goals (13): 1 BM, 1 BF, 1 HM, 4 OM, 6 OF Promoted (8): 3 WM, 2 WF, 1 BF, 1 HM AND 1 OM

**Progress:** There were eight (8) faculty members who applied for promotion to Professor: 3 WM, 2 WF, 1 BF (goal candidate), 1 HM (goal candidate) and 1 OM (goal candidate).

All eight (8) applicants were recommended for promotions based on the evaluations of the DEC, the Deans, the Promotion and Tenure Committee and the Provost. The criteria for promotion set forth in the contract include a terminal degree, years of successful teaching, strong scholarship, including publications and service to the University. The faculty member's portfolio is reviewed and evaluated by the DEC, the Dean and the Promotion and Tenure Committee and the Provost.

Each constituent makes a recommendation which is forwarded to the Provost and President. The Provost then makes recommendations to the Connecticut State Colleges and Universities (CSCU) System Office and the Board of Regents for Higher Education.

Each constituent makes a recommendation that is forwarded to the Provost and President. The President then makes recommendations to the Connecticut State Colleges and Universities (CSCU) System Office and the Board of Regents for Higher Education. In the following faculty categories.

Of the eight (8) promotions: 3 WM, 2 WF, 1 BF, 1 HM and 1 OM), all were interviewed and promoted. Three (3) promotional goals (1 BF, 1 HM and 1 OM) were achieved.

#### **ASSOCIATE PROFESSOR**

Goals (13): 10 WF, 1 BF, 1 HF and 1 OM Promoted (7): 1 WM, 2 WF, 1 BF, 2 OM, 1 OF

**Progress:** There were seven (7) faculty members that applied for promotion to Associate Professor: 1 WM, 2 WF (goal candidates), 1 BF (goal candidate), 2 OM (goal candidate) and 1 OF.

Seven (7) applicants were recommended for promotions based on the evaluations of the DEC, the Deans, the Promotion and Tenure Committee and the Provost. The criteria for promotion set forth in the contract include a terminal degree, years of successful teaching, strong scholarship, including publications and service to the University. The faculty member's portfolio is reviewed and evaluated by the DEC, the Dean and the Promotion and Tenure Committee and the Provost. Each constituent makes a recommendation which is forwarded to the Provost and President. The Provost then makes recommendations to the Connecticut State Colleges and Universities (CSCU) System Office and the Board of Regents for Higher Education.

Of the seven (7) promotions (1 WM, 2 WF (goal candidates), 1 BF (goal candidate), 2 OM and 1 OF), all were interviewed and promoted. Four (2 WF, 1 BF and 1 OM) promotional goal were achieved.

#### ASSISTANT PROFESSOR

Goals (0): N/A
Promoted (0): N/A

No promotional goals were set in this occupational category and no promotional activity occurred in this category during this reporting period.

#### PROFESSIONAL NON-FACULTY

Goals (0): N/A
Promoted (0): N/A

No promotional goals were set in this occupational category and no promotional activity occurred in this category during this reporting period.

#### SECRETARIAL CLERICAL (All titles except, SECRETARY 2 title)

Goals (0): N/A
Promoted (0): N/A

No promotional goals were set in this occupational category and no promotional activity occurred in this category during this reporting period.

#### SECRETARIAL CLERICAL - SECRETARY 2

**Goals (0):** N/A **Promoted (0):** N/A

No promotional goals were set in this occupational category and no promotional activity occurred in this category during this reporting period.

#### TECHNICAL/PARAPROFESSIONAL

Goals (0): N/A
Promoted (0): N/A

No promotional goals were set in this occupational category and no promotional activity occurred in this category during this reporting period.

#### **SKILLED CRAFTS**

Goals (0): N/A
Promoted (0): N/A

No promotional goals were set in this occupational category and no promotional activity occurred in this category during this reporting period.

#### SERVICE MAINTENANCE (All titles except, Custodian title)

Goals (0): N/A Promoted (0): N/A

No promotional goals were set in this occupational category and no promotional activity occurred in this category during this reporting period.

#### **SERVICE MAINTENANCE - CUSTODIAN**

<u>Goals (0)</u>: N/A <u>Promoted (0)</u>: N/A

No promotional goals were set in this occupational category and no promotional activity occurred in this category during this reporting period.

#### **PROTECTIVE SERVICES**

<u>Goals (0)</u>: N/A <u>Promoted (0)</u>: N/A

No promotional goals were set in this occupational category and no promotional activity occurred in this category during this reporting period.

#### PROGRAM GOALS

April 1, 2017 - March 31, 2018

As a result of the critical analysis of the Office of Diversity and Equity and the needs of the University, the President and the Chief Diversity Officer have set the following strategic goals for the University:

1) The University set a one-year goal to develop and implement a re-designed webpage for the Office of Diversity and Equity ("ODE").

<u>Progress</u>: This goal was fully achieved. The newly appointed Chief Diversity Officer worked to achieve this programmatic goal by re-examining and restructuring information sharing on the ODE webpage. The Chief Diversity Officer, in conjunction with the President's directed support, has worked with various academic and administrative departments to assure that the webpage was developed for information sharing with areas still under re-review for more guided information.

The following has been fully implemented:

- a. A formalized webpage to electronically exhibit the current Affirmative Action Plan and prior Plan years;
- b. A formalized webpage to electronically exhibit the current hiring and selection practices, automated search forms and materials for guided use and advisement to search committees;
- c. A diversity webpage and calendar to educate the University community on cultural competence and multicultural competencies to promote change and development in faculty pedagogy, curriculum development and cultural awareness.
- d. A training webpage and link to a training registration for various training topics, such as search committee guidelines, diversity and inclusion, Title IX, etc.
- e. A committee webpage that will highlight designated groups that will be active in each academic year.
- f. A discrimination complaint area that will highlight the importance of Title IX information and resources, CaRRT ("Campus Response and Resource Team") and logging formal and anonymous complaints of discrimination on the webpage that links to the Chief Diversity Officer and Title IX complaints will be linked to the Chief Diversity Officer and CaRRT.

On January 30, 2018, the Office of Diversity and Equity sent a university notification announcing the new webpage and its new contents.

2) The University set a one-year goal to develop and implement a re-designed webpage for the Office of Diversity and Equity ("ODE") that features a formalized university search webpage and automated search materials to further educate search committee participants and the University community on university searches.

<u>Progress</u>: This goal was fully achieved. The newly appointed Chief Diversity Officer worked to achieve this programmatic goal by re-examining and restructuring automated recruitment and the search process. During this restructuring, the Chief Diversity Officer continued to monitor active campus searches during the reporting period. However, the Chief Diversity Officer, in conjunction with the President's directed support, has worked

with various academic and administrative departments to assure the search process was in compliance; developed a consortium pipeline effort to attracted diverse candidates for active executive and/or administrative searches.

On January 30, 2018, the Office of Diversity and Equity sent a university notification announcing the new webpage and its new contents. In addition, the Chief Diversity Officer sets up these meetings to assure that all academic and administrative departments are aware of these immediate changes.

3) The University set a one-year goal to develop a series of formalized university trainings.

<u>Progress</u>: This goal was fully achieved. The newly appointed Chief Diversity Officer worked to achieve this programmatic goal by re-examining and restructuring diversity programming and training offerings. During this restructuring, the Chief Diversity Officer continued to monitor existing training offerings during the reporting period. However, the Chief Diversity Officer, in conjunction with the President's directed support, has worked with the Women's Center for Greater Danbury as well as various academic and administrative departments to offer more specific trainings geared at educating students and staff on the following:

- a. Cultural Diversity: Understanding Cultural Competence in the Workplace (Employee and Student trainings);
- b. Working with Diverse Student Populations: Understanding Diverse Groups on Campus (Employee training).
- c. Title IX (Employee and Student training) training segments;
- d. Know the Signs of Sexual Misconduct (Employee and Student trainings) (Title IX); and
- e. Bringing in the Bystander: Intervention Training (Student training) (Title IX).
- f. Got Tech-KNOWLEDGE-y?: Technology and Safety & Interpersonal Violence (Employee and Student Training) (Title IX)
- 4) The University set a one-year goal to develop and implement a new exit survey form, as a reference tool for any exit interview conference(s).

<u>Progress</u>: This goal was partially achieved. The newly appointed Chief Diversity Officer worked to achieve this programmatic goal by re-examining and restructuring the human resource data available for employee terminations to create an interactive, online survey that would appropriately evaluate the reasons employees separate from the University. The Chief Diversity Officer will utilize this tool to better assess and identify any issues of discrimination and/or disparate treatment within the university. This resource will begin testing by (or before December 31, 2018) with guided use (for completion) in the next reporting period.

## Section M

### Element No. 13

### GOALS ANALYSIS

Sec. 46a-68-90

(ATTACHMENTS AND DOCUMENTATION)

Western Connecticut State University Danbury, Connecticut 06810 www.wcsu.edu

Western Connecticut State University
Ancell School of Business
Division of Justice and Law Administration.
Assistant Professor – Tenure Track
Academic Year 2017 - 2018

WCSU's Ancell School of Business is pleased to announce that applications are being accepted for an Assistant Professor, Tenure Track position in the Division of Justice and Law Administration department.

The Ancell School of Business is composed of five business administration departments: Accounting, Division of Justice and Law Administration (JLA), Finance, Management, Management Information Systems, and Marketing. The degrees offered are Bachelor of Business Administration (BBA), Master of Business Administration (MBA), Master of Healthcare Administration (MHA), as well as a Bachelor of Science in Justice and Law Administration (BS) and Master of Science in Justice Administration (MSJA). Within the JLA department there are options in law enforcement, corrections, criminology, legal studies, and paralegal studies. Our mission is to provide an integration of substantive and practical education in courses of study designed to prepare students for a variety of career choices in law, public service, social systems and private enterprise.

The primary focus of this position will be in the Law Enforcement concentration to be offered at the Waterbury campus. Additional teaching duties will be required at the Danbury campus as well. The successful candidate will teach four (4) courses per semester, serve on business school and university committees, advise students on course selection and career opportunities, and engage in other division related activities.

Qualifications: Must have an earned Ph.D. in Criminal Justice, or closely related field of study, with prior experience in domestic law enforcement and prior teaching experience. ABD's with a completion date prior to appointment will be considered. A Juris Doctor (J.D) alone will not fulfill the minimum educational requirement for this position. A history of research and publications is desirable as is a commitment to meet the scholarly requirements of the division. WCSU is particularly interested in applicants who have experience working with students from diverse backgrounds and a demonstrated commitment to improving access to higher education for first generation and under-represented groups.

Salary & Benefits: Minimum starting salary will be \$59,668. In addition to offering competitive salaries commensurate with candidates' experience, WCSU offers a comprehensive benefit package. Additional information on benefits can be found on our website at <a href="https://www.wcsu.edu/hr/benefits/">www.wcsu.edu/hr/benefits/</a>. There are grant opportunities to support research and conference attendance.

Application Process: Interested candidates should submit a cover letter, curriculum vitae, evidence of scholarly work, and the names and contact information for three professional references to faculty vitae (it we suited). All documents must be combined in a single PDF document. Reference search #600-402 in the email subject line. Applications must be received by February 17, 2017. Late applications will not be accepted.

Western Connecticut State University Danbury, Connecticut 06810 www.wcsu.edu

Western Connecticut State University
Ancell School of Business
Division of Justice and Law Administration.
Assistant Professor – Tenure Track
Academic Year 2017 - 2018

WCSU's Ancell School of Business is pleased to announce that applications are being accepted for an Assistant Professor, Tenure Track position in the Division of Justice and Law Administration department.

The Ancell School of Business is composed of five business administration departments: Accounting, Division of Justice and Law Administration (JLA), Finance, Management, Management Information Systems, and Marketing. The degrees offered are Bachelor of Business Administration (BBA), Master of Business Administration (MBA), Master of Healthcare Administration (MHA), as well as a Bachelor of Science in Justice and Law Administration (BS) and Master of Science in Justice Administration (MSJA). Within the JLA department there are options in law enforcement, corrections, criminology, legal studies, and paralegal studies. Our mission is to provide an integration of substantive and practical education in courses of study designed to prepare students for a variety of career choices in law, public service, social systems and private enterprise.

The primary focus of this position will be in the Law Enforcement concentration to be offered at the Waterbury campus. Additional teaching duties will be required at the Danbury campus as well. The successful candidate will teach four (4) courses per semester, serve on business school and university committees, advise students on course selection and career opportunities, and engage in other division related activities.

Qualifications: Must have an earned Ph.D. in Criminal Justice, or closely related field of study, with prior experience in domestic law enforcement and prior teaching experience. ABD's with a completion date prior to appointment will be considered. A Juris Doctor (J.D) alone will not fulfill the minimum educational requirement for this position. A history of research and publications is desirable as is a commitment to meet the scholarly requirements of the division. WCSU is particularly interested in applicants who have experience working with students from diverse backgrounds and a demonstrated commitment to improving access to higher education for first generation and under-represented groups.

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Application Process: Interested candidates should submit a cover letter, curriculum vitae, evidence of scholarly work, and the names and contact information for three professional references to faculty vitae west. All documents must be combined in a single PDF document. Reference search #600-402 in the email subject line. Applications must be received by March 10, 2017. Late applications will not be accepted.

#### Western Connecticut State University Danbury, Connecticut 06810

www.wcsu.edu

Western Connecticut State University
Ancell School of Business
Division of Justice and Law Administration.
Assistant Professor – Tenure Track
Spring 2018

WCSU's Ancell School of Business is pleased to announce that applications are being accepted for an Assistant Professor, Tenure Track position in the Division of Justice and Law Administration department. The targeted start date will be January 2018.

The Ancell School of Business is composed of six business administration departments: Accounting, Division of Justice and Law Administration (JLA), Finance, Management, Management Information Systems, and Marketing. The degrees offered are Bachelor of Business Administration (BBA), Master of Business Administration (MBA), Master of Healthcare Administration (MIIA), as well as a Bachelor of Science in Justice and Law Administration (BS) and Master of Science in Justice Administration (MSJA). Within the JLA department there are options in law enforcement, corrections, criminology, legal studies, and paralegal studies. Our mission is to provide an integration of substantive and practical education in courses of study designed to prepare students for a variety of career choices in law, public service, social systems and private enterprise.

The primary focus of this position will be in the Law Enforcement concentration to be offered at the Waterbury campus. Additional teaching duties will be required at the Danbury campus as well. The successful candidate will teach four (4) courses per semester, serve on business school and university committees, advise students on course selection and career opportunities, and engage in other division related activities.

Qualifications: Must have an earned Ph.D. in Criminal Justice, or closely related field of study, with prior experience in domestic law enforcement and prior teaching experience. ABD's with a completion date prior to appointment will be considered. A Juris Doctor (J.D) alone will not fulfill the minimum educational requirement for this position. A history of research and publications is desirable as is a commitment to meet the scholarly requirements of the division. WCSU is particularly interested in applicants who have experience working with students from diverse backgrounds and a demonstrated commitment to improving access to higher education for first generation and under-represented groups.

Salary & Benefits: Minimum starting salary will be \$59,668. In addition to offering competitive salaries commensurate with candidates' experience, WCSU offers a comprehensive benefit package. Additional information on benefits can be found on our website at <a href="https://www.wcsu.edu/hr/benefits/">www.wcsu.edu/hr/benefits/</a>. There are grant opportunities to support research and conference attendance.

Application Process: Interested candidates should submit a cover letter, curriculum vitae, evidence of scholarly work, and the names and contact information for three professional references to facultyvitae@wcsu.edu. All documents must be combined in a single PDF document. Reference search #600-402 in the email subject line. Applications must be received by Friday, July 7, 2017. Late applications will not be accepted.

#### Western Connecticut State University Danbury, Connecticut 06810 www.wcsu.edu

Western Connecticut State University
School of Professional Studies
Department of Health Promotion and Exercise Sciences
Assistant Professor / Internship Coordinator
Tenure Track
Academic Year 2017

Western Connecticut State University's School of Professional Studies is pleased to announce that applications are being accepted for a tenure track Assistant Professor position in Department of Health Promotion & Exercise Science (HPX).

The School of Professional Studies is comprised of four departments: Education & Education Psychology, Health Promotion & Exercise Science, Nursing, and Social Work. Undergraduate degrees are offered in each of these professional fields, as well as Master's degrees in Nursing and Education & Education Psychology, and Doctoral degrees in Education and Nursing. The HPX department currently offers two Bachelor of Science degree level programs in Health Promotion Studies and Health Education (PK-12), as well as offering courses to fulfill the University's Health and Wellness general education competency. HPX is also the home of the Institute for Holistic Health Studies. The Bachelor of Science Health Promotion Studies major has options in Allied Health Professions, Community Health, Holistic & Integrative Health, and Wellness Management. For more information, please visit the department's webpage: www.wcsu.edu/hpx/

Position Summary: The primary responsibility for this position will be as the Health Promotion Studies Internship Coordinator, with a focus on managing the field-based placement and supervision of student interns. Other responsibilities include: advising students, serving on department and university committees, participating in the department's on-going Council on Education for Public Health (CEPH) accreditation process, maintaining a database of interns and internship sites, conducting internship site visits, coordinating internship capstone presentations, initiating and building partnerships with community agencies to develop student opportunities, managing contracts with participating agencies, and engaging in professional activities. Additional responsibilities may include teaching additional health promotion studies courses as assigned.

Qualifications: A Master's degree in Public Health or related field required. Documented experience as an internship coordinator as well as public health/community health teaching experience at a four-year university/college is required. Additional preference will be given to applicants with well-rounded experience in public health, community health, and health promotion; collaborative coursework with fellow faculty and community partners; experience with service and/or experiential learning. WCSU is particularly interested in applicants who have experience working with students from diverse backgrounds and a demonstrated commitment to improving access to higher education for first generation and under-represented groups.

Salary & Benefits: The minimum starting salary is \$59,668. In addition to offering competitive salaries commensurate with candidates' experience, WCSU offers a comprehensive benefits package. Additional information on benefits can be found at <a href="https://www.wcsu.edu/hr/benefits/">www.wcsu.edu/hr/benefits/</a>. There are grant opportunities to support research and conference attendance.

Application Process: Interested applicants must submit a letter of application, which outlines interest in, and qualifications for the position; internship coordinator and community networking experience; areas of teaching expertise and experience, areas of service and/or leadership, research interests, and a statement of teaching philosophy; a current curriculum vita, and the names and contact information for at least three (3) professional references who can comment on the applicant's internship coordinator and community networking experience, teaching, scholarship, and/or service/leadership to faculty vita@wesu.edu. In the Email Subject Line Reference Search #600-405. All materials should be submitted as PDF files. Applications must be received by February 17, 2017. Late applications will not be considered.

#### Western Connecticut State University Danbury, Connecticut 06810

www.wcsu.edu

Western Connecticut State University
School of Professional Studies
Department of Health Promotion and Exercise Sciences
Assistant Professor / Health Education Coordinator
Tenure Track
Academic Year 2017

Western Connecticut State University's School of Professional Studies is pleased to announce that applications are being accepted for a tenure track Assistant Professor position in Department of Health Promotion & Exercise Science (HPX.)

The School of Professional Studies is comprised of four departments: Education & Education Psychology, Health Promotion & Exercise Science, Nursing, and Social Work. Undergraduate degrees are offered in each of these professional fields, as well as Master's degrees in Nursing and Education & Education Psychology, and Doctoral degrees in Education and Nursing. The HPX department currently offers two B.S. degree level programs in Health Promotion Studies and Health Education (PK-12), as well as offering courses to fulfill the University's Health and Wellness general education competency. HPX is also the home of the Institute for Holistic Health Studies. The B.S. Health Promotion Studies major has options in Allied Health Professions, Community Health, Holistic & Integrative Health, and Wellness Management. For more information, please visit the department's webpage:

Position Summary: Primary responsibilities will include teaching major requirement courses in the Health Education pre-K-12 program; health education in the schools for all education majors; health promotion studies courses as needed, and will supervise health education student and teacher placements in the schools. Other responsibilities include: advising students, serving on department, university and community committees, participating in the School of Professional Studies upcoming Council for the Accreditation of Educator Preparation (CAEP) accreditation process, participating in the department's on-going Council on Education for Public Health (CEPH) accreditation process, and engaging in professional activities.

Qualifications: A Doctorate degree in Health Education, Health Promotion or related field is required (ABD minimum requirement). Candidates need to be knowledgeable in both School and Community (Public) Health disciplines, and in curriculum development and instructional technology. Documented teaching experience at a four-year university/college and as a school health educator are required. In addition, experience as a supervisor of health education student teaching placements is required. Current Connecticut State Health Teaching Certification is mandatory, as well as TEAM (Teacher Education and Mentoring Program) Certification. WCSU is particularly interested in applicants who have experience working with students from diverse backgrounds and a demonstrated commitment to improving access to higher education for first generation and under-represented groups.

Salary & Benefits: The minimum starting salary is \$59,668. In addition to offering competitive salaries commensurate with candidates' experience, WCSU offers a comprehensive benefits package. Additional information on benefits can be found at <a href="https://www.wcsu.edu/liv/benefits/">www.wcsu.edu/liv/benefits/</a>. There are grant opportunities to support research and conference attendance.

Application Process: Interested applicants must submit a letter of application, which outlines interest in, and qualifications for, the position; areas of teaching expertise and experience, areas of service and/or leadership, research interests, and a statement of teaching philosophy; a current curriculum vita; and the names and contact information for at least three (3) professional references who can comment on the applicant's teaching, scholarship, and/or service/leadership to faculty vitae it west, edu. In the Email Subject Line Reference Search #600-406. All materials should be submitted as PDF files. Applications must be received by February 17, 2017. Late applications

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# Western Connecticut State University Danbury, Connecticut 06810 www.wcsu.edu

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#### Western Connecticut State University Danbury, Connecticut 06810

www.wcsu.edu

Western Connecticut State University
School of Professional Studies
Department of Health Promotion and Exercise Sciences
Assistant Professor / Health Education Coordinator
Tenure Track
Academic Year 2017

Western Connecticut State University's School of Professional Studies is pleased to announce that applications are being accepted for a tenure track Assistant Professor position in Department of Health Promotion & Exercise Science (HPX.)

The School of Professional Studies is comprised of four departments: Education & Education Psychology, Health Promotion & Exercise Science, Nursing, and Social Work. Undergraduate degrees are offered in each of these professional fields, as well as Master's degrees in Nursing and Education & Education Psychology, and Doctoral degrees in Education and Nursing. The HPX department currently offers two B.S. degree level programs in Health Promotion Studies and Health Education (PK-12), as well as offering courses to fulfill the University's Health and Wellness general education competency. HPX is also the home of the Institute for Holistic Health Studies. The B.S. Health Promotion Studies major has options in Allied Health Professions, Community Health, Holistic & Integrative Health, and Wellness Management. For more information, please visit the department's webpage: <a href="https://www.wcsu.edu/hpx/">www.wcsu.edu/hpx/</a>

Position Summary: Primary responsibilities will include teaching major requirement courses in the Health Education pre-K-12 program; health education in the schools for all education majors; health promotion studies courses as needed, and will supervise health education student and teacher placements in the schools. Other responsibilities include: advising students, serving on department, university and community committees, participating in the School of Professional Studies upcoming Council for the Accreditation of Educator Preparation (CAEP) accreditation process, participating in the department's on-going Council on Education for Public Health (CEPH) accreditation process, and engaging in professional activities.

Qualifications: A Doctorate degree in Health Education, Health Promotion or related field is preferred (ABD minimum requirement). Candidates need to be knowledgeable in both School and Community (Public) Health disciplines, and in curriculum development and instructional technology. Documented teaching experience at a four-year university/college and as a school health educator are required. In addition, experience as a supervisor of health education student teaching placements is required. Current Connecticut State Health Teaching Certification is mandatory, as well as TEAM (Teacher Education and Mentoring Program) Certification. WCSU is particularly interested in applicants who have experience working with students from diverse backgrounds and a demonstrated commitment to improving access to higher education for first generation and under-represented groups.

Salary & Benefits: The minimum starting salary is \$59,668. In addition to offering competitive salaries commensurate with candidates' experience, WCSU offers a comprehensive benefits package. Additional information on benefits can be found at <a href="https://www.wcsu.edu/hr/benefits/">www.wcsu.edu/hr/benefits/</a>. There are grant opportunities to support research and conference attendance.

Application Process: Interested applicants must submit a letter of application, which outlines interest in, and qualifications for, the position; areas of teaching expertise and experience, areas of service and/or leadership, research interests, and a statement of teaching philosophy; a current curriculum vita; and the names and contact information for at least three (3) professional references who can comment on the applicant's teaching, scholarship, and/or service/leadership to facultyvitae@wcsu.edu. In the Email Subject Line Reference Search #600-406. All materials should be submitted as PDF files. Applications must be received by April 7, 2017. Late applications will not be considered.

#### Western Connecticut State University Danbury, Connecticut 06810 www.wcsu.edu

Western Connecticut State University School of Professional Studies Social Work Assistant Professor – Tenure Track Academic Year 2017

Western Connecticut State University's School of Professional Studies is pleased to announce that applications are being accepted for a tenure track Assistant Professor position in Department of Social Work.

The School of Professional Studies is comprised of four departments: Education & Education Psychology, Health Promotion & Exercise Science, Nursing, and Social Work. Undergraduate degrees are offered in each of these professional fields, as well as Master's degrees in Nursing and Education & Education Psychology, and Doctoral degrees in Education and Nursing. The Department of Social Work provides a high quality, CSWE-accredited, baccalaureate education that prepares well informed, culturally sensitive, competent, generalist social workers, who will provide services that promote and strengthen the wellbeing of individuals, families, groups, organizations, and communities, and that are consistent with the values and ethics of the profession. For more information, please visit <a href="https://www.wcsu.edu/sw.">www.wcsu.edu/sw.</a>.

Position Summary: The successful candidate will teach across the our baccalaureate social work program curriculum, provide academic advising, service to the department, university, and profession, engage in scholarly research leading to publication, engage in professional activities, participate in BSW curriculum development, maintain and advance CSWE Standards of Accreditation. The ideal candidate will add diversity to the faculty via practice experience and research interests.

Qualifications: Candidates must possess a MSW and DSW/Ph.D. from an accredited college or university and a minimum of two (2) years post-MSW practice experience. ABD will be considered with completion by hire date in August 2017. Preference will be given to candidates who possess the following: college or university teaching experience in social work or a related field; experience in policy/macro practice; strong communication and organizational skills; personal and professional commitment to diversity and social justice; enthusiasm about supporting and further developing a vibrant and responsive curriculum; commitment to classroom teaching, student advisement, working in a collaborative and collegial department, scholarship, service and professional activities. WCSU is particularly interested in applicants who have experience working with students from diverse backgrounds and a demonstrated commitment to improving access to higher education for first generation and under-represented groups.

Salary & Benefits: Minimum starting salary will be \$59,668. In addition to offering competitive salaries commensurate with candidates' experience, WCSU offers a comprehensive benefit package. Additional information on benefits may be found on our Human Resources website at <a href="https://www.wcsu.edu/hr/benefits/">www.wcsu.edu/hr/benefits/</a>. There are also grant opportunities to support research and conference attendance.

Application Process: Interested applicants should submit via email a letter of application, which outlines interest in, and qualifications for the position and includes contact information, areas of teaching expertise and experience, research interests, areas of service and/or leadership, and a statement of teaching philosophy; a current curriculum vitae; and the names and contact information for at least three (3) professional references who can comment on the applicant's teaching, scholarship, and/or service/leadership to: <a href="mailto:facultyvitae@wcsu.edu">facultyvitae@wcsu.edu</a>. Reference search #600-407 in the email subject line. All documents should be PDF documents. Applications must be received by Friday, March 10, 2017. Late applications will not be accepted.

#### Western Connecticut State University Danbury, Connecticut 06810 www.wcsu.edu

Western Connecticut State University
School of Professional Studies
Social Work
Assistant Professor / Field Coordinator – Tenure Track
Academic Year 2017

Western Connecticut State University's School of Professional Studies is pleased to announce that applications are being accepted for a tenure track Assistant Professor position in Department of Social Work.

The School of Professional Studies is comprised of four departments: Education & Education Psychology, Health Promotion & Exercise Science, Nursing, and Social Work. Undergraduate degrees are offered in each of these professional fields, as well as Master's degrees in Nursing and Education & Education Psychology, and Doctoral degrees in Education and Nursing. The Department of Social Work provides a high quality, CSWE-accredited, baccalaureate education that prepares well informed, culturally sensitive, competent, generalist social workers, who will provide services that promote and strengthen the wellbeing of individuals, families, groups, organizations, and communities, and that are consistent with the values and ethics of the profession. For more information, please visit <a href="https://www.wcsn.edu/sw.">www.wcsn.edu/sw.</a>

Position Summary: The successful candidate will serve as Field Coordinator and teach one or two courses per semester, provide academic advising, service to the department, university, and profession, engage in scholarly research leading to publication, engage in professional activities, participate in BSW curriculum development, maintain and advance CSWE Standards of Accreditation. The position requires some compensated summer field coordination work.

Qualifications: Candidates must possess a MSW from an accredited college or university. A Ph.D. in Social Work or D.S.W. is preferred. Candidates must have a minimum of two (2) years post-MSW practice experience. College or university teaching experience in a social work program is required, experience as a field liaison is preferred. Familiarity with the Connecticut and New York regions' social work and human service organizations and practice experience as a field instructor is preferred. Additional valued qualifications include strong communication and organizational skills, ability to manage database software, a commitment to supporting and further developing a vibrant and responsive field education component, and a commitment to classroom teaching, student advisement, and working in a collaborative, collegial department. WCSU is particularly interested in applicants who have experience working with students from diverse backgrounds and a demonstrated commitment to improving access to higher education for first generation and under-represented groups.

Salary & Benefits: Minimum starting salary will be \$59,668. In addition to offering competitive salaries commensurate with candidates' experience, WCSU offers a comprehensive benefit package. Additional information on benefits may be found on our Human Resources website at <a href="https://www.wcsu.edu/hr/benefits/">www.wcsu.edu/hr/benefits/</a>. There are also grant opportunities to support research and conference attendance.

Application Process: Interested applicants should submit via email a letter of application, which outlines interest in, and qualifications for the position and includes contact information, areas of teaching expertise and experience, research interests, areas of service and/or leadership, and a statement of teaching philosophy; a current curriculum vitae; and the names and contact information for at least three (3) professional references who can comment on the applicant's teaching, scholarship, and/or service/leadership to: <u>faculty/itae/a/wcsu.edu</u>. Reference search #600-408 in the email subject line. All documents should be PDF documents. Applications must be received by Friday, March 10, 2017. Late applications will not be accepted.

Western Connecticut State University
Danbury, Connecticut 06810
www.wcsu.edu

Western Connecticut State University
Ancell School of Business
Management
Assistant Professor - Human Resources
Tenure Track - Academic Year 2017-18

Western Connecticut State University's Ancell School of Business is pleased to announce that applications are being accepted for a tenure track position in the Management Department.

The Ancell School of Business <a href="www.wcsu.edu/asb">www.wcsu.edu/asb</a> is comprised of five business administration departments: Accounting, Finance, Management, Management Information Systems, Marketing, and the Division of Justice and Law Administration. The degrees offered are Bachelor of Business Administration, Master of Business Administration, Master of Healthcare Administration, as well as a Bachelor of Science in Justice and Law Administration and Master of Science in Justice Administration. The Management curriculum is designed to provide the student with the knowledge, skills, and perspectives necessary in managerial and administrative positions in a variety of organizations

Position Summary: The successful candidate will teach introductory and advanced Human Resources courses, as well as other Management courses. Teaching load may be split between the Bachelor's programs at our Danbury and Waterbury campuses and the Masters of Business Administration program. In addition, the successful candidate will participate in departmental and university service, engage in scholarly and professional activities, as well as advising and mentoring of students.

Qualifications: An earned doctorate in Human Resources Management or a related field is preferred. College teaching experience is preferred. Candidates must present evidence of research and publication and an active agenda of scholarship. WCSU is particularly interested in applicants who have experience working with students from diverse backgrounds and a demonstrated commitment to improving access to higher education for first generation and underrepresented groups.

Salary & Benefits: The minimum starting salary is \$59,668. In addition to offering competitive salaries commensurate with candidates' experience, WCSU offers a comprehensive benefits package. Additional information on benefits can be found atwww.wcsu.edu/hr/benefits/. There are grant opportunities to support research and conference attendance.

Application Process: Interested applicants must submit a letter of application, which outlines interest in, and qualifications for, the position; areas of teaching expertise and experience, areas of service and/or leadership, research interests, and a statement of teaching philosophy; a current curriculum vita; and the names and contact information for at least three (3) professional references who can comment on the applicant's teaching, scholarship, and/or service/leadership. All materials should be submitted as PDF files and emailed to: <a href="facultywiae@wcsu.edu">facultywiae@wcsu.edu</a>. In the Email subject line reference Search #600-409. Applications must be received by February 27, 2017. Late applications will not be considered.

Western Connecticut State University
Danbury, Connecticut 06810

www.wcsu.edu

Western Connecticut State University
Ancell School of Business
Management
Assistant or Associate Professor
Tenure Track - Academic Year 2017-18

Western Connecticut State University's Ancell School of Business is pleased to announce that applications are being accepted for a tenure track position in the Management Department.

The Ancell School of Business <a href="https://www.wcsu.edu/asb">www.wcsu.edu/asb</a> is comprised of five business administration departments: Accounting, Finance, Management, Management Information Systems, Marketing, and the Division of Justice and Law Administration. The degrees offered are Bachelor of Business Administration, Master of Business Administration, Master of Healthcare Administration, as well as a Bachelor of Science in Justice and Law Administration and Master of Science in Justice Administration. The Management curriculum is designed to provide the student with the knowledge, skills, and perspectives necessary in managerial and administrative positions in a variety of organizations.

Position Summary: The successful candidate will teach a variety of Management courses such as Organizational Behavior, Managing People, Current Issues in Management, and other Management Courses. Teaching load may be split between the Bachelor's programs at our Danbury and Waterbury campuses and the Masters of Business Administration program In addition, the successful candidate will participate in departmental and university service, engage in scholarly and professional activities, as well as advising and mentoring of students.

Qualifications: An earned doctorate in Management is preferred. College teaching experience is preferred. Candidates must present evidence of research and publication and an active agenda of scholarship. WCSU is particularly interested in applicants who have experience working with students from diverse backgrounds and a demonstrated commitment to improving access to higher education for first generation and under-represented groups.

Salary & Benefits: The minimum starting salary: \$59,668 (Assistant); \$73,707 (Associate.) In addition to offering competitive salaries commensurate with candidates' experience, WCSU offers a comprehensive benefits package. Additional information on benefits can be found at <a href="https://www.wcsu.edu/hr/benefits/">www.wcsu.edu/hr/benefits/</a>. There are grant opportunities to support research and conference attendance.

Application Process: Interested applicants must submit a letter of application, which outlines interest in, and qualifications for, the position; areas of teaching expertise and experience, areas of service and/or leadership, research interests, and a statement of teaching philosophy; a current curriculum vita; and the names and contact information for at least three (3) professional references who can comment on the applicant's teaching, scholarship, and/or service/leadership. All materials should be submitted as PDF files and emailed to: facultyvitae@wcsu.edu. In the Email subject line reference Search #600-410. Applications must be received by February 27, 2017. Late applications will not be considered.

#### Western Connecticut State University Danbury, Connecticut 06810

www.wcsu.edu

Western Connecticut State University
School of Visual & Performing Arts
Department of Music
Assistant Professor - Percussion and Secondary Area
Tenure Track - Academic Year 2017 - 2018

Western Connecticut State University's School of Visual and Performing Arts is pleased to announce that applications are being accepted for a tenure track Assistant Professor position in Department of Music.

The School of Visual and Performing Arts <a href="https://www.wcsu.edu/svpa">www.wcsu.edu/svpa</a> is situated in a new \$97 million visual and performing arts center. Only an hour from New York City, yet located in the scenic foothills of New England's Berkshires, the school offers a conservatory-level education at the relatively affordable cost of a public university. New York City's proximity means our students receive the benefit of a faculty of internationally recognized artists, directors, designers, performers, and scholars dedicated to teaching a highly diverse student population. The Department of Music (<a href="https://www.wcsu.edu/music">www.wcsu.edu/music</a>) is a fully accredited member of the National Association of Schools of Music with 13 full-time and 35 part-time faculty supporting 220 majors in six degree programs: BA in Music, BS in Music Education, BM in Audio & Music Production, BM in Performance, BM in Jazz Studies, and a MS in Music Education.

Position Summary: The successful candidate will teach undergraduate applied percussion, percussion repertoire, and percussion workshop courses in addition to directing the percussion ensemble. The candidate would be responsible for managing the upkeep and repair schedule of the department's percussion instruments. Additional responsibilities may include teaching audio recording, audio production, or other courses depending on the candidate's area of expertise. The successful candidate must maintain an active program of performance, research, and/or scholarly and creative activities. The candidate will also be expected to provide service to the department, and to the university through academic advising, recruiting, and committee service.

Qualifications: A doctorate in Music is required; ABD in Music will be considered. Collegiate teaching experience is preferred. Excellent written and oral communication skills are required. WCSU is particularly interested in applicants who have experience working with students from diverse backgrounds and a demonstrated commitment to improving access to higher education for first generation and under-represented groups.

Salary & Benefits: The minimum starting salary is \$59,668. In addition to offering competitive salaries commensurate with candidates' experience, WCSU offers a comprehensive benefits package. Additional information on benefits may be found at <a href="https://www.wcsu.edu/hr/benefits/">www.wcsu.edu/hr/benefits/</a>. There are grant opportunities to support research and conference attendance.

Application Process: Interested applicants must submit a letter of application, which outlines interest in, and qualifications for, the position; areas of teaching expertise and experience; a statement of teaching philosophy; a current curriculum vita; and the names and contact information for at least five (5) professional references who can comment on the applicant's teaching, artistry, and scholarship. Links to videos uploaded to Dropbox, Google Drive, YouTube, etc. of recitals and performances by the candidate are also required with the application materials. Additional materials may be requested by the search committee upon review. All materials must be submitted as PDF files and emailed to: ficultivitae@wcsu.edu. In the Email Subject Line reference search #400-414. Application Deadline: Friday, March 10, 2017. Late applications will not be accepted.

#### Western Connecticut State University Danbury, Connecticut 06810 www.wcsu.edu

School of Visual & Performing Arts
Art - Assistant Professor - Foundation and Applied Arts
Tenure-Track
Academic Year 2017-2018

WCSU's School of Visual & Performing Arts is pleased to announce that applications are being accepted for a tenure track Assistant Professor of Foundation and Applied Arts with the Department of Art.

The Department of Art (<u>www.wcsu.edu/art</u>) offers the Bachelor of Arts in Art (concentration in Graphic Design, Illustration, Photography and Studio Arts: comprised of Painting and Sculpture) within a liberal arts environment and the MFA in Painting, Illustration and Interdisciplinary Visual Art.

The School of Visual and Performing Arts (SVPA) (www.wcsu.edu/svpa) began classes in its new 134,000 square foot Visual and Performing Arts Center the Fall 2014. The VPAC is located within an hour's drive from New York City offering a conservatory-level education at the relatively affordable cost of a public university. New York City's proximity means our students receive the benefit of a faculty of internationally recognized artists, directors, designers, performers, and scholars dedicated to teaching a highly diverse student population.

**Position Summary:** Teach undergraduate courses in various disciplines including Foundations, Applied Arts and other departmental needs.

Qualifications: An MFA in Visual Arts is required but an MFA in the Applied Arts disciplines is preferred. The candidate must have at least three (3) to five (5) years of college teaching experience in undergraduate level courses and must possess a thorough knowledge of the history of art, design and contemporary concerns. Knowledge of current digital technologies and applications are required. The candidate must demonstrate evidence of at least five (5) years of broad, ongoing professional experience in the visual/applied arts and significant exposure through exhibition and publication. The selected candidate will be expected to participate in appropriate department, university and professional services. Additional responsibilities depend upon departmental need and applicant's expertise.

WCSU is particularly interested in applicants who have experience working with students from diverse backgrounds and a demonstrated commitment to improving access to higher education for first generation and under-represented groups.

Salary & Benefits: Minimum starting salary will be \$59,668. In addition to offering competitive salaries commensurate with candidates' experience, WCSU offers a comprehensive benefit package. Additional information on benefits can be found on our website at <a href="https://www.wcsu.edu/hr/benefits/">www.wcsu.edu/hr/benefits/</a>. There are grant opportunities to support research and conference attendance.

Application Process: Interested applicants must submit a cover letter (1 page max), current curriculum vitae, a statement of creative and teaching philosophy (2 page max), a list of three (3) current professional references as one Word or PDF document, along with a PDF portfolio consisting of 20 examples of candidate's artwork (including an index page with titles, medium and sizes); and a PDF portfolio consisting of 20 examples of student artwork from Foundation and Applied Arts courses (including an index page with course title, medium, and year of completion). All documents must be submitted as three (3) PDF files and emailed to facultyvitae@wcsu.edu. Reference search #600-416 in the subject line of email. Applications must be received by June 2, 2017.

#### Western Connecticut State University Danbury, Connecticut 06810 www.wcsu.edu

Western Connecticut State University
Division of Enrollment Services
Director of Admissions

Western Connecticut State University (WCSU) is pleased to announce applications are being accepted for the position of Director of Admissions. WCSU is a vibrant, active campus serving over 5,700 undergraduate and graduate students. The University maintains a commitment to diversity and boasts one of the most ethnically, racially, and culturally diverse student bodies in the state. WCSU's main campus is located in Danbury, Connecticut, 50 miles north of New York City and is one of the seventeen comprehensive universities that comprise the Connecticut State College & University System (CSCU).

The Director is responsible for the direction and administration of all phases of the Admissions Office's operations. Works closely with the Associate Vice President for Enrollment Services in the development of appropriate marketing & recruitment strategies and the coordination of the University's long and short-term recruitment goals. Responsible for fulfillment of the University's admissions goals and coordinating the Office of Admissions recruitment efforts. Analyzes credentials of applicants for admission in terms of the University's standards, programs and curricula. Interprets test data and prediction data for prospective students. Supervises professional, clerical and student employee staff. Recommends changes in admissions policies, procedures and curriculum development for the University as well as the CSU System. Supervises overall record keeping process and maintains and works with appropriate databases to maximize the effectiveness of the University's admissions and recruitment efforts. Delegates responsibility and authority to subordinates in order to develop their professional and administrative skills. Closely interacts with the offices of: Academic Advisement, Registrar, and Financial Aid in coordinating the advising and scheduling of new students. Effectively presents to the public and all segments of the academic community. Interacts and communicates with secondary school and college administrators, faculty and guidance personnel. Travel to secondary schools, community colleges and regional recruitment events as needed.

Qualifications: Seven (7) years of college student enrollment and admissions experience, which must include three (3) years of supervisory experience in an admissions office or a related area. Experience recruiting in an urban setting and working in a diverse higher education college and/or university setting, as well as with use and maintenance of integrated enrollment information systems is desirable. Must possess the ability to deliver services to a culturally diverse population, create an atmosphere of customer-friendly service, and have strong analytical and strategic planning skills. Bilingual proficiency preferred.

WCSU is committed to enhancing our diverse university community by actively encouraging people with disabilities, minorities, veterans, and women to apply. We take pride in our pluralistic community and continue to seek excellence through diversity and inclusion.

Minimum Starting Salary and Benefits: \$89,003. WCSU offers a competitive salary commensurate with the candidate's experience and a comprehensive benefit package. Additional information may be found on our Human Resources website at <a href="https://wesu.edu/hr/benefits">https://wesu.edu/hr/benefits</a>

Application Process: Prospective candidates must apply via email by submitting a cover letter, which includes the contact information for (3) current professional references and a resume, as one (1) complete file (PDF or Word format only) and not via multiple attachments to: Peggy Boyle, Assistant Director of Human Resources - Recruitment. In subject line of email reference: Your Last Name — Admissions Director. Submit your one

## Western Connecticut State University Danbury, Connecticut 06810 www.wcsu.edu

attachment to: httpositions@wesu.edu. Position will remain open until filled. Review of applications will begin immediately.

State and Federal requirements expect that organizations with 100 or more employees invite applicants to self-identify gender and race. We kindly request all applicants to complete the Affirmative Action Data Questionnaire and to please return the completed form to Ms. Keisha Stokes in the WCSU Office of Diversity and Equity at stokesk'alwesu. Completion of this data will not affect your opportunity for employment, or terms or conditions of employment. This form will be used for reporting purposes only and will be kept separate from all search records and only accessed by the Office of Diversity and Equity. The Affirmative Action Data Questionnaire, can be found on the following link: <a href="http://wcsu.edu/hr/employment/A.A.Data_Questionnaire_FillableForm.pdf">http://wcsu.edu/hr/employment/A.A.Data_Questionnaire_FillableForm.pdf</a>.

Western Connecticut State University Danbury, Connecticut 06810 www.wcsu.edu

Western Connecticut State University
Division of Enrollment Services
Director of Admissions

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Western Connecticut State University (WCSU) is pleased to announce applications are being accepted for the position of Director of Admissions.

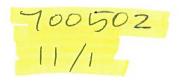
WCSU is a vibrant, active campus serving over 5,700 undergraduate and graduate students. The University maintains a commitment to diversity and boasts one of the most ethnically, racially, and culturally diverse student bodies in the state. WCSU's main campus is located in Danbury, 50 miles north of New York City and is one of the seventeen comprehensive universities that comprise the Connecticut State College & University System (CSCU).

The Director is responsible for the direction and administration of all phases of the Admissions Office's operations. Works closely with the Associate Vice President for Enrollment Services in the development of appropriate marketing & recruitment strategies and the coordination of the University's long and short-term recruitment goals. Responsible for fulfillment of the University's admissions goals. Coordinates the Office of Admissions recruitment efforts. Analyzes credentials of applicants for admission in terms of the University's standards, programs and curricula. Interprets test data and prediction data for prospective students. Supervises professional, clerical and student employee staff. Recommends changes in admissions policies, procedures and curriculum development for the University as well as the State University System. Supervises overall record keeping process and maintains and works with appropriate databases to maximize the effectiveness of the University's admissions and recruitment efforts. Delegates responsibility and authority to subordinates in order to develop their professional and administrative skills. Closely interacts with the offices of: Academic Advisement, Registrar, and Financial Aid in coordinating the advising and scheduling of new students. Effectively presents to the public and all segments of the academic community. Interacts and communicates with secondary school and college administrators, faculty and guidance personnel. Travel to secondary schools, community colleges and regional recruitment events as needed.

Qualifications: A Master's degree is required, as is seven (7) years of experience in college administration, including three (3) years in admissions or a related area, demonstrating ability to formulate and implement relevant policy and to supervise staff. Experience with use and maintenance of integrated enrollment information systems is desirable. In addition, must possess the ability to deliver services to a culturally diverse population; strong analytical and strategic planning skills; and the ability to create an atmosphere of customer-friendly service. WCSU is particularly interested in applicants who have experience working with students from diverse backgrounds and a demonstrated commitment to improving access to higher education for first generation and under-represented groups.

Minimum Starting Salary and Benefits: \$89,003. WCSU offers a competitive salary commensurate with the candidate's experience and a comprehensive benefit package. Additional information can be found on our Human Resources website at <a href="http://wcstredu/hr/benefits">http://wcstredu/hr/benefits</a>

Application Process: Prospective candidates must apply via email by submitting a cover letter, which includes the contact information for (3) current professional references and a resume, as one (1) complete file (PDF or Word format only) and not via multiple attachments to: Peggy Boyle, Assistant Director of Human Resources - Recruitment. In subject line of email reference: Your Last Name — Director. Submit your one attachment to: <a href="https://doi.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.1007/journal.org/10.10



#### Western Connecticut State University Danbury, Connecticut 06810 www.wcsu.edu

Western Connecticut State University
School of Professional Studies
Education & Educational Psychology
Assistant Professor – Special Education/Applied Behavior Analysis
Tenure Track - Spring 2018

Western Connecticut State University's School of Professional Studies is pleased to announce that applications are being accepted for a tenure track Assistant Professor position in Department of Education & Educational Psychology for January 2018.

The School of Professional Studies is comprised of four departments: Education & Education Psychology, Health Promotion & Exercise Science, Nursing, and Social Work. Undergraduate degrees are offered in each of these professional fields, as well as Master's degrees in Nursing and Education & Education Psychology, and Doctoral degrees in Education and Nursing. The Department of Education and Educational Psychology is one of the signature departments at WCSU and offers the following degrees in professional fields: a BS in Elementary Education Interdisciplinary Major, BS in Secondary Education, MS in Education Option in Curriculum, MS in School Counseling, MS in Clinical Mental Health, MS in Applied Behavior Analysis, and Ed.D. in Instructional Leadership. Programs are accredited by the Council for the Accreditation of Educator Preparation (CAEP), the Council for the Accreditation of Counseling and Related Programs (CACREP) and NEASC. For more information, visit http://www.west.edu/education/

**Position Summary:** The successful candidate will be responsible for: teaching Special Education/Applied Behavior Analysis (ABA) courses; coordinating practicum at the graduate and undergraduate levels; engaging in scholarly activities, including grant writing, program evaluation, and serving on graduate committees. The ABA courses are primarily via distance learning and special education courses are hybrid format.

Minimum qualifications: Doctorate in special education or related field with a concentration in ABA; Board Certified Behavior Analyst Certificate as stated on the Behavior Analyst Certification Board website (i.e., accrued 1,500 hours of BCBA-supervised field experience and met the BCBA coursework requirement.)

Preferred qualifications: Teaching certification in Special Education; Board Certified Behavior Analyst-Doctoral Level (BCBA-D); scholarly productivity in ABA, including behavioral research; experience teaching courses on behavioral interventions for individuals; active role in ABA-related professional associations; successful college-level teaching and supervision of practicum training activities; experience developing and teaching online courses in ABA; at least one (1) year of experience working in applied settings with individuals on the autism spectrum or other developmental disability.

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Salary & Benefits: The minimum starting salary is \$59,668. In addition to offering competitive salaries commensurate with candidates' experience, WCSU offers a comprehensive benefits package. Additional information on benefits can be found at <a href="https://www.wcsu.edu/hr/benefits/">www.wcsu.edu/hr/benefits/</a>. There are grant opportunities to support research and conference attendance.

## Western Connecticut State University Danbury, Connecticut 06810 www.wcsu.edu

Application Process: Interested applicants must submit a letter of application, which outlines interest in, and qualifications for, the position; areas of teaching expertise and experience, areas of service and/or leadership, research interests, and a statement of teaching philosophy; a current curriculum vita; and the names and contact information for at least three (3) professional references who can comment on the applicant's teaching, scholarship, and/or service/leadership to <u>facultyvitae@westredu</u>. In the Email Subject Line Reference Search #700-502. All materials should be submitted as PDF files. Applications must be received by Wednesday, November 1, 2017. Late applications will not be accepted.

State and Federal requirements expect that organizations with 100 or more employees invite applicants to self-identify gender and race. We kindly request all applicants to complete the Affirmative Action Data Questionnaire and to please return the completed form to Ms. Keisha Stokes in the WCSU Office of Diversity and Equity at <a href="mailto:stokeska.wesu.edu">stokeska.wesu.edu</a>. Completion of this data will not affect your opportunity for employment, or terms or conditions of employment. This form will be used for reporting purposes only and will be kept separate from all search records and only accessed by the Office of Diversity and Equity. The Affirmative Action Data Questionnaire, can be found on the following link:

http://west.edu/hr/employment/AA/Data/Questionnaire/FillableForm.pdf.

#### Western Connecticut State University Danbury, Connecticut 06810 www.wcsu.edu

Western Connecticut State University Environmental & Facilities Services Landscape Technician

Western Connecticut State University is pleased to announce applications are being accepted for the position of Landscape Technician. Job duties will include: snow removal; lawn care; shoveling; operating small power equipment; weed/brush removal; picks up litter; empties trash receptacles and maintains dumpster areas, moving furniture and equipment, uses and maintains various hand tools; assist with the set up and dismantling of plantings, fences, chairs, tents, bleachers and tables for special events; installs and maintains fences, bollards and campus signage; cleaning gutters, storm sewers and catch basins; installs, maintains and regulates irrigation systems; assists with tree pruning or felling, and other related duties as required. Athletic field maintenance, which includes line striping of athletic fields, grooming/dragging baseball and softball fields Equipment operation includes: Operates and maintains large construction and landscaping equipment such as front end loader, backhoe, a boom/bucket truck, street sweeper truck, or trucks with a capacity of five (5) tons or greater, plow and pickup trucks and trailers, street sweepers, leaf vacuums, wood chippers, mowers, leaf blowers, weed whackers and chain saws.

Qualifications: Two (2) years of experience in landscape maintenance, including plant selection and installation, pruning, fertilization and seeding of turf grasses. Knowledge of and the proper care of various plants and; basic knowledge of pesticides application methods and techniques; and turf grass management practices. Must possess the ability to operate, maintain and repair hand tools, small gas engines; large power equipment; heavy construction and commercial landscaping equipment and vehicles; ability to use personal protective equipment; will be required to lift moderate to heavy weights; be exposed to extreme weather conditions, significant levels of dust and noise and risk of injury from equipment. Must have adequate physical strength, stamina, physical agility and visual and auditory acuity, and must maintain such physical fitness as to be able to perform the duties of the class. Must possess good interpersonal, oral and written communications skills; and the ability to follow written and oral instructions; some ability to utilize computer software. Eligible candidates in this class must possess and retain a valid Motor Vehicle Operator's license. Medical exam, drug screen, and criminal background check will be required prior to offer of employment.

WCSU is committed to enhancing our diverse university community by actively encouraging people with disabilities, minorities, veterans, and women to apply. We take pride in our pluralistic community and continue to seek excellence through diversity and inclusion.

Work Schedule; Salary & Benefits: Monday – Friday, 6:00 a.m. – 2:00 p.m., \$41,756/annual (\$21.34/hour) WCSU offers a comprehensive benefit package. Additional information on benefits can be found at www.wcsu.edu/hr/benefits/.

**Application Process:** Applicants must meet the above qualifications in order to be eligible. Qualified applicants must apply by following the application instructions on the following website link: <a href="https://www.jobapscloud.com/CT/sup/bulpreview.asp?R1=171121&R2=9060TC&R3=001">https://www.jobapscloud.com/CT/sup/bulpreview.asp?R1=171121&R2=9060TC&R3=001</a>

Application Deadline: December 12, 2017

#### Western Connecticut State University Danbury, Connecticut 06810 www.wcsu.edu

State and Federal requirements expect that organizations with 100 or more employees invite applicants to self-identify gender and race. We kindly request all applicants to complete the Affirmative Action Data Questionnaire and to please return the completed form to Ms. Keisha Stokes in the WCSU Office of Diversity and Equity at stokesk@wcsu.edu. Completion of this data will not affect your opportunity for employment, or terms or conditions of employment. This form will be used for reporting purposes only and will be kept separate from all search records and only accessed by the Office of Diversity and Equity. The Affirmative Action Data Questionnaire, can be found on the following link:

http://wcsu.edu/hr/employment/AA Data Questionnaire FillableForm.pdf.

#### Western Connecticut State University Danbury, Connecticut 06810 www.wcsu.edu

#### Western Connecticut State University Human Resources Assistant

Western Connecticut State University's Human Resources Office is pleased to announce applications are being accepted for a full time position of Human Resources Assistant.

Position Summary: Reporting to the Chief Human Resources Officer, the HR Assistant coordinates the production of the adjunct faculty contracts, as well as the processing of the payroll for all part-time employees via the Core-CT & Banner systems. Provides administrative support to the Chief Human Resources Officer; provides assistance to HR professionals with various activities and projects; preparation & verification of biweekly payroll reports; disseminates information on part-time pay dates, pay rates, and adjunct seniority information; oversees the dual employment process; prepares and distributes yearly payroll calendars; processes employment verification requests and address changes; oversees the departments' office mail, office supplies and equipment; provides support with department budget; manages the personnel files and archiving processes; manages the onboarding processes for part time employees; and coordinates the administration, collection, and statistics preparation of the university's evaluation process for all employees.

Qualifications: One (1) year experience in a human resource office is required; two (2) years of college training is desirable. Demonstrated experience with Microsoft Word & Excel is required. Experience with HRIS systems, such as Core-CT or Banner preferred. The successful candidate must also demonstrate solid oral and written communication skills.

WCSU is committed to enhancing our diverse university community by actively encouraging people with disabilities, minorities, veterans, and women to apply. We take pride in our pluralistic community and continue to seek excellence through diversity and inclusion.

Salary & Benefits: The minimum starting salary is \$38,500. In addition to offering competitive salaries commensurate with candidates' experience, WCSU offers a comprehensive benefits package. Additional information on benefits can be found at <a href="https://www.wcsu.edu/hr/benefits/">www.wcsu.edu/hr/benefits/</a>.

Application Process: Interested applicants must submit via email a cover letter, which includes the contact information for three (3) current professional references and a resume, as one (1) complete PDF file and not via multiple attachments to: Peggy Boyle, Assistant Director of Human Resources – Recruitment. In subject line of email reference: Your Last Name – HR Assistant. Email applications to: <a href="https://doi.org/10.1007/j.com/htms/diversited-up-number-10.1007/j.com/htms/diversited-up-number-10.1007/j.com/htms/diversited-up-number-10.1007/j.com/htms/diversited-up-number-10.1007/j.com/htms/diversited-up-number-10.1007/j.com/htms/diversited-up-number-10.1007/j.com/htms/diversited-up-number-10.1007/j.com/htms/diversited-up-number-10.1007/j.com/htms/diversited-up-number-10.1007/j.com/htms/diversited-up-number-10.1007/j.com/htms/diversited-up-number-10.1007/j.com/htms/diversited-up-number-10.1007/j.com/htms/diversited-up-number-10.1007/j.com/htms/diversited-up-number-10.1007/j.com/htms/diversited-up-number-10.1007/j.com/htms/diversited-up-number-10.1007/j.com/htms/diversited-up-number-10.1007/j.com/htms/diversited-up-number-10.1007/j.com/htms/diversited-up-number-10.1007/j.com/htms/diversited-up-number-10.1007/j.com/htms/diversited-up-number-10.1007/j.com/htms/diversited-up-number-10.1007/j.com/htms/diversited-up-number-10.1007/j.com/htms/diversited-up-number-10.1007/j.com/htms/diversited-up-number-10.1007/j.com/htms/diversited-up-number-10.1007/j.com/htms/diversited-up-number-10.1007/j.com/htms/diversited-up-number-10.1007/j.com/htms/diversited-up-number-10.1007/j.com/htms/diversited-up-number-10.1007/j.com/htms/diversited-up-number-10.1007/j.com/htms/diversited-up-number-10.1007/j.com/htms/diversited-up-number-10.1007/j.com/htms/diversited-up-number-10.1007/j.com/htms/diversited-up-number-10.1007/j.com/htms/diversited-up-number-10.1007/j.com/htms/diversited-up-number-10.1007/j.com/htms/diversited-up-number-10.1007/j.com/htms/diversited-up-number-10.1007/j.com/htms/diversited-up-number-10.1007/j.com/htms/

State and Federal requirements expect that organizations with 100 or more employees invite applicants to self-identify gender and race. We kindly request all applicants to complete the Affirmative Action Data Questionnaire and to please return the completed form to Ms. Keisha Stokes in the WCSU Office of Diversity and Equity at <a href="mailto:stokesk@wcsu.edu">stokesk@wcsu.edu</a>. Completion of this data will not affect your opportunity for employment, or terms or conditions of employment. This form will be used for reporting purposes only and will be kept separate from all search records and only accessed by the Office of Diversity and Equity. The Affirmative Action Data Questionnaire, can be found on the following link:

http://wesu.edu/hr/employment/AA Data Questionnaire FillableForm.pdf.

Western Connecticut State University Danbury, Connecticut 06810 www.wcsu.edu

Western Connecticut State University
Division of Student Affairs
Intercollegiate Athletics
Head Coach – Women's Soccer
Academic Year 2018-2019

Western Connecticut State University's Department of Intercollegiate Athletics is pleased to announce that applications are being accepted for the full time, 10 month position of Head Women's Soccer Coach - Coach II rank.

WestConn is an NCAA Division III institution and while 13 of our intercollegiate athletic programs are members of the Little East Conference, our football program is a member of the Massachusetts State Collegiate Athletic Conference. WestConn is committed to providing student-athletes with excellent academic and athletic experiences via hard work, campus and community involvement, and promoting the values of sportsmanship, integrity, and diversity. Additional information about the department may be found at <a href="https://wcsuathletics.com">https://wcsuathletics.com</a>. Additional information about the University can be found at <a href="https://wcsuathletics.com">https://wcsuathletics.com</a>. Additional information about the University can be found at <a href="https://wcsuathletics.com">https://wcsuathletics.com</a>.

Responsibilities include, but are not limited to, all aspects of developing and sustaining a women's soccer program that expects to be highly competitive; Providing direction, coordination, and instruction to the WestConn women's soccer team; Recruiting high quality prospective student athletes; Supervising assistant coaches; Ensuring compliance with NCAA, Little East and University policies; Monitor and assisting team members in academic, disciplinary, and personal matters; Assisting with program promotion and marketing; Representing the WestConn Athletic department at professional, civic, charity, and alumni events; Budget management and fundraising leadership are also required. Candidates must demonstrate a proven aptitude for coaching as illustrated by a strong work ethic, organizational skills, computer skills, and the ability to interact professionally within the department, the campus, and the community. This position may have a secondary duty that is commensurate with the candidate's experience.

Qualifications: Bachelor's Degree is required. Master's degree preferred. A minimum of five (5) years coaching experience at the collegiate level, and at least two (2) years' experience as a head coach. Candidates must have strong interpersonal skills, as well as a demonstrated ability to successfully recruit, train, and develop student-athletes. Must successfully demonstrate retention and graduation rates. Knowledge of NCAA rules and regulations and an understanding of, and a commitment to the Division III student-athlete philosophy is required. Must possess the ability to relate to both internal and external campus constituencies. Excellent communication skills are required, as is the ability to work effectively with diverse populations including students, administrators, faculty, and alumni.

WestConn is committed to enhancing our diverse university community by actively encouraging people with disabilities, minorities, veterans, and women to apply. We take pride in our pluralistic community and continue to seek excellence through diversity and inclusion.

Salary & Benefits: The minimum starting salary is \$59,668. In addition to offering competitive salaries commensurate with candidates' experience, WCSU offers a comprehensive benefits package. Additional information on benefits can be found at <a href="https://www.wcsu.edu/hr/benefits/">www.wcsu.edu/hr/benefits/</a>. There are grant opportunities to support research and conference attendance.

#### **Position Announcement**

#### Western Connecticut State University Danbury, Connecticut 06810 www.wcsu.edu

Application Process: Application Process: Interested applicants must submit a letter of application, which outlines interest in, and qualifications for, the position; areas of coaching expertise and experience, areas of service and/or leadership, a statement of athletic philosophy; a current resume, and the names and contact information for three (3) professional references who can comment on the applicant's coaching and/or service/leadership to facultyvitae@wcsu.edu. In the Email Subject Line Reference Search #700-511. All materials should be submitted as PDF files. Application Materials must be received by Monday, February 5, 2018. Late applications will not be accepted.

State and Federal requirements expect that organizations with 100 or more employees invite applicants to self-identify gender and race. We kindly request all applicants to complete the Affirmative Action Data Questionnaire and to please return the completed form to Ms. Keisha Stokes in the WestConn Office of Diversity and Equity at stokesk a wesu.edu. Completion of this data will not affect your opportunity for employment, or terms or conditions of employment. This form will be used for reporting purposes only and will be kept separate from all search records and only accessed by the Office of Diversity and Equity. The Affirmative Action Data Questionnaire, can be found on the following link:

http://wesu.edu/hr/employment/AA Data Questionnaire FillableForm.pdf.

WestConn is an Affirmative Action Equal Opportunity Educator/Employer

#### **Position Announcement**

Western Connecticut State University
Danbury, Connecticut 06810
www.wcsu.edu

Western Connecticut State University
School of Professional Studies
Department of Nursing
Assistant Professor - Tenure Track
Academic Year 2017-18

Western Connecticut State University's School of Professional Studies is pleased to announce that applications are being accepted for a tenure-track Assistant Professor position in Department of Nursing.

The School of Professional Studies is comprised of four departments: Education & Education Psychology, Health Promotion & Exercise Science, Nursing, and Social Work. Undergraduate degrees are offered in each of these professional fields, as well as Master's degrees in Nursing and Education & Education Psychology, and Doctoral degrees in Education and Nursing. The Nursing programs is one of the signature programs at WCSU and offers the following degrees in nursing: a B.S., M.S. with major in Nursing, R.N. to B.S. degree completion program accredited by the Collegiate Commission on Nursing Education (CCNE), and a unique collaborative online Ed.D. in Nursing Education, accredited by NEASC. Our graduates have achieved exceptional success on both the National Council Licensure Exam (NCLEX) and American Nurse Credentialing Center Exam for Adult Gerontological Nurse Practitioner and Clinical Nurse Specialist. For more information, visit <a href="https://www.wcsu.edu/nursing">www.wcsu.edu/nursing</a>.

Qualifications: Master's Degree in Nursing with relevant educational and clinical experience is required. The successful candidate will have experience in teaching with the ability to teach across the curriculum. For positions at the Assistant level, an academic Doctorate in Nursing or related field (Ph.D., Ed.D. or DNS) will be required at the time of tenure review. A current registered professional nurse with CT licensure is required at the time of hire. The successful candidate will be expected to participate in departmental and university service by taking an active role in developing new curricula, advising and mentoring students, serving on departmental and university committees, assisting student groups on campus and engaging in professional activity.

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Salary & Benefits: The minimum starting salary is \$59,668. In addition to offering competitive salaries commensurate with candidates' experience, WCSU offers a comprehensive benefits package. Additional information on benefits can be found at <a href="https://www.wcsu.edu/hr/benefits/">www.wcsu.edu/hr/benefits/</a>. There are grant opportunities to support research and conference attendance.

Application Process: Interested applicants must submit a letter of application, which outlines interest in, and qualifications for, the position; areas of teaching expertise and experience, areas of service and/or leadership, research interests, and a statement of teaching philosophy; a current curriculum vita; and the names and contact information for at least three (3) professional references who can comment on the applicant's teaching, scholarship, and/or service/leadership to <a href="mailto:facultyvitae@wcsu.edu">facultyvitae@wcsu.edu</a>. In the Email Subject Line Reference Search #700-512. All materials should be submitted as PDF files. Applications must be received by Friday, January 19, 2018. Late applications will not be accepted.

#### **Position Announcement**

### Western Connecticut State University Danbury, Connecticut 06810 www.wcsu.edu

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http://wcsu.edu/hr/employment/AA Data Questionnaire FillableForm.pdf.

# Section N Element No. 14

#### **CAREER MOBILITY**

Sec. 46a-68-91

#### **Career Mobility**

Under Section 46a-68-91(a) of the Affirmative Action Regulations of Connecticut State Agencies, the University makes every effort to provide a centered-career (upward) mobility program, as required by section 46a-68 of the Connecticut General Statutes, for occupational groups, which includes, but is not limited to, secretarial, clerical, supervisory clerical, semi-skilled, crafts and trades, supervisory crafts and trades, custodial, supervisory custodial and laborers. The University makes provision for career counseling for such occupational groups.

The leadership of Western Connecticut State University is aware that essential aspects of sound management practice and the realization of affirmative action goals include the greater use of employees' skills and abilities and the development of employees for higher-level work. The University's Career Mobility Program consists on the following services and resources available to University employees:

- (1) Education and training opportunities are an integral part of the University's mission. Free or reduced tuition costs for employees are available for those who wish to pursue undergraduate, graduate, or professional degrees. Additionally, many other types of training are available to employees at no cost whatsoever. These opportunities include: State of Connecticut in-service training, university-sponsored trainings, conferences, meetings, webinars and workshops. Many of these professional development opportunities prepare employees to take on supervisory roles. Others provide development opportunities to new employees, such as basic and advanced technology skills;
- (2) Pursuant to their respective collective bargaining agreements, employees (and their dependents, if applicable) are eligible for tuition reimbursement for college courses taken;
- (3) Flex-time options when the employee's academic schedule occurs (or conflicts) with the employee's work hours;
- (4) Consultation with supervisors for employees interested in promotion or reclassification. This is a voluntary process open to all University employees, however, the focus is primarily on entry-level technical paraprofessional, clerical, protective services, and maintenance employees;
- (5) Tuition Waivers: Unclassified and Administrative Clerical employees (and their dependents) are eligible for tuition waivers pursuant to their collective bargaining agreements or the management/confidential employee policies.
- (6) Other components of the University's Career mobility program include: opportunities for career development and preparation for higher level work; opportunities for advancement both within and across occupational lines; and education by which classified employees may gain entry to higher level career ladders.

Career development plans for University employees who have an interest and motivation for advancement are important Career mobility tools. Career development plans are: (1) tailored to the needs, individual capabilities, and motivation of employees so that they will have the opportunity to reach their highest level of performance; and (2) related to the present and future needs of the agency.

Counseling and guidance is also available to employees in order to encourage and assist them in planning and achieving training, education, and career goals. The University encourages employees to meet with the Human Resources Department staff to discuss career development.

Career counseling sessions are available to any employee seeking to select a career path, make decisions on educational directions and be advised on promotional examinations given by the Department of Administrative Services. However, the Department of Administrative Services have been eliminating promotional examinations with the use of JobAps (see Section XX, Element No. XX: XXXX) to foster career mobility for promotional opportunities with advanced clerical, technical/paraprofessional, protective services, skilled trades and service maintenance positions. These sessions are available upon request from either the Human Resources Department and the Office of Diversity and Equity. Training opportunities are an integral part of the University's career mobility program. These training opportunities are designed for employees to attain new skills and abilities and to prepare themselves for advancement both within and across occupational category lines. Types of training activities available include:

- State of Connecticut In-service training: The schedule is available to all staff and money has been budgeted to help facilitate attendance at appropriate programs.
- University Sponsored training: A variety of computer and technology in-service training programs are continuously offered at no cost to permit staff to upgrade their skills.
- Conferences and workshops: Employees are provided with the opportunity to attend educational events occurring during normal working hours, usually requiring a travel authorization and normally lasting five days or less. Funds may be available under a union contract.
- Educational leave: Employees can take time off with or without salary during normal working hours to attend courses and/or educational events usually lasting more than five days.
- (b) As stated in Section 46a-68-87, under training and counseling, the University has identified no aspect of the employment process, which impedes or prevents the full participation of all individuals, including those with disabilities. To that end, the University has an effective program of accommodation and entry level training for all employees, including persons with disabilities. All University trainings are provided equally for abled and disabled persons. There are no trainings, which the University provides that are not open to persons with disabilities.

During the reporting period, the following career counseling sessions as well as referral for identified training(s) were documented:

Em	University's ployee Records fi	Career Mol rom April 1,			2018			
Occupational Category	No. of	Gender		Ethnicity				
	Participants		White		Black	Hispanic	Asian	Other
Management/Confidential	1	Male	1	2				
		Female	1					
Faculty	12	Male	4	4 WM	2 BF	2 BF 1 HF		1 OF
		Female	8	4 WF				
Professional/Non-Faculty	2	Male	0	1 WF		1 HF		
		Female	1					
Secretarial/Clerical	1	Male	0	1 WF				
		Female	1					
Service Maintenance	3	Male	3	2 WM		1 HM		
		Female	0					
Protective Services	0	Male	0					
		Female	0					



With that in mind, the Office Diversity and Equity, in conjunction with the Human Resources Department will continue providing the above-mentioned resources and services for the University's career mobility program. Also, the Office of Diversity and Equity and the Human Resources Office will maintain electronic job boards, on the Human Resources webpage as well as with the Higher Education Recruitment Consortium ("HERC"), where notices for current vacancies are posted, including postings from WCSU and other Connecticut State Colleges and Universities opportunities.

# Section O Element No. 15

#### **GOOD FAITH EFFORTS**

Sec. 46a-68-92

#### **Good Faith Efforts**

Under Section 46a-68-92(a) of the Affirmative Action Regulations of Connecticut State Agencies, the University has demonstrated good faith efforts when it engaged in the initiatives articulated in subsections (a) to (d), inclusive, of this section:

The University has promoted equal opportunity to achieve a workplace that is free of discrimination with the following initiatives:

- 1) Communicate the University's commitment to equal employment opportunity and affirmative action to all employees. All University employees received a notice advising them of the Affirmative Action Plan and the opportunity to review it. University employees were notified of the University's commitment to affirmative action and equal employment opportunity. The Affirmative Action Plan is available in the following locations: (1) President's Office; (2) Human Resources Department; (3) The Office of Diversity and Equity; (4) The Offices of the Vice Presidents; and (5) Library Administration. All search committees are required to attend a search charge meeting where AA/EEO, Diversity and Inclusion are addressed. This is referenced in the Internal Communication Section.
- 2) Ensure that employees are aware of nondiscrimination policies and procedures; post policies in visible areas. University employees receive an annual letter notifying them of the nondiscrimination policies at the University and through the Connecticut State Colleges and Universities (CSCU). All policies related to Affirmative Action/Equal Employment Opportunity, cultural diversity and Title IX are posted on bulletin boards in Human Resources Department, Office of Diversity and Equity, the Divisions of Academic Affairs and Student Affairs.
- 3) Ensure that departmental processes, procedures and systems are nondiscriminatory and free of bias. All University and CSCU policies and procedures are continually reviewed by the University administration and distributed annually. Employees are also provided information about mandatory Title IX/Sexual Harassment, Cultural Diversity, and other related training programs, processes, procedures and systems.
- 4) Evaluate supervisors for making good faith efforts in equal employment opportunity and affirmative action; document in performance appraisals. Supervisors and managers at the University are evaluated on diversity, affirmative action and equal employment opportunity which are included in the performance appraisals process.
- 5) The University ensure that reasonable accommodations are made for disabled employees. Reasonable accommodations are provided to assist employees to perform the essential functions of the job.
- 6) The University takes appropriate and timely action when there has been as allegation of sexual harassment. Employees are provided copies of the Discrimination Complaint (Grievance) Procedure annually and all complaints related to sexual harassment are resolved within the required ninety (90) day timeframe. The Grievance Procedure is posted on the University Website at <a href="http://www.wcsu.edu/diversity/grievance.asp">http://www.wcsu.edu/diversity/grievance.asp</a> and the Board of Regents for Higher Education also has a Grievance Procedure posted on the CSCU website at <a href="http://www.ct.edu/files/pdfs/policy-Discrimination-Complaint-Procedure.pdf">http://www.ct.edu/files/pdfs/policy-Discrimination-Complaint-Procedure.pdf</a>.
- 7) The University provides training to employees to enhance their knowledge of non-discrimination. Employees are provided training on Diversity, Sexual Harassment, Title IX, ADA and Ethics

training. Additional training is also provided on-line. The University CaRRT (Campus Response and Resource Team) also attended training related to Title IX and nondiscrimination. The University continues to provide education and training opportunities related to Affirmative Action /EEO, diversity and inclusion.

- (b) The University has developed recruitment strategies that ensure opportunities for all qualified applicants, including underutilized groups with the following:
  - 1) Identify affirmative action placement goals for all job openings. Each Search Committee is provided a copy of the job announcement describing the position requirements and the affirmative action goal established for the position. They are also provided information about the University's commitment to affirmative action and equal employment opportunity and diversifying of the workforce to match the student population. Recruitment strategies are developed for the type of position and position requirements to ensure opportunities are available to all qualified applicants. The University maintains and secures ongoing relationships and develops additional recruitment sources while cultivating recruitment programs as required by the regulations.
  - 2) Make efforts to attract a large and diverse pool of qualified applicants, particularly inclusive of groups associated with affirmative action recruitment goals. The University attracts a large and diverse pool of qualified applicants for all positions because of the efforts made to use recruitment resources that attract the most qualified to fill the position being recruited for.
  - 3) Develop a contingency strategy if the initial recruitment effort does not bring in a sufficiently diverse pool. The University seems to have diverse pools of qualified applicants for most positions. If the recruitment process failed to have enough diverse applicants, the University would extend the search and contact more diverse recruitment resources that would attract more qualified applicants from a diverse pool.
  - 4) Contacting special interest organizations, groups and individuals. Most University searches are for positions that are typical to an academic environment, but the University will reach out to special interest organizations, groups and individuals for specialized recruitment efforts or to attract a specific type of candidate with highly specialized skills and experience.
  - 5) Or other means of outreach utilized to hire goal candidates. The University continues to conduct outreach initiatives for highly specialized recruitments and uses all types of good faith outreach efforts to diverse recruitment resources to hire goal candidates.
- (c) The University has ensured a fair and nondiscriminatory selection process by:
  - Review the selection process to ensure that it treats each applicant and consistently. The Chief
    Diversity Officer and either the Chief Human Resources Officer (or a member of the Human
    Resources Department) will meet with members of the search committees for full time and part
    time positions. The hiring, interviewing and selection process is explained and questions are
    answered to assure the search committee members follow a fair and consistent selection process.
  - 2) Review the interview format and questions for possible bias. The Chief Diversity Officer reviews all interview questions and interview format(s) for approval before they are used in the interview process.
  - Ensure that reasonable accommodations are made for all applicants. The University works with all
    applicants when scheduling interviews to assure reasonable accommodations are provided. If any

applicant requires assistance with applying for a University opportunity, the Human Resources Staff would work with the Office of Diversity and Equity to provide appropriate services, technology and assistance to apply for positions. During the reporting period, the reasonable accommodations given to applicant are: [include the various requests through the Office of Diversity and Equity].

- 4) When using group interview process diverse selection panels are created to provide the best approach to experience, insight, University and Department perspective. The University uses diverse selection panels for all full time and part time positions. The diversity of the search committee also highlights the commitment to hiring candidates from underutilized groups to provide role models to students of all cultures.
- 5) Assess all applicants using the same selection criteria. The Chief Diversity Officer and the Chief Human Resources Officer will also highlight the requirement that all applicants have to be reviewed equally, fairly and consistently and all of the documentation throughout the selection process. The importance that the same questions have to be asked of all applicants is also detailed in the search charge meetings throughout the reposting period.
- 6) The University consider all skills that qualify the applicant, including volunteer and professional experience. All search committee members consider volunteer and professional experience when evaluating the experience and training that the applicants have when they apply for positions.
- 7) Interviewing as many applicants as possible to increase opportunity is a continuous process of the selection process. The Chief Diversity Officer and either the Chief Human Resources Officer (or a member of the Human Resources Department) will actively monitor the search and interview process. The University continuously attracts large applicant pools for all of the positions.
- 8) The Chief Diversity Officer maintains written records of all applicants interviewed and that the information recorded relates to the individual's ability to perform the duties. In all search committee meetings, documentation is emphasized and the evaluation of applicants based on their experience and training and also the skills and knowledge of the position requirements are factors they consider in the hiring process.
- 9) The Chief Diversity Officer and either the Chief Human Resources Officer (or a member of the Human Resources Department) participates in the education and impact/liability of common biases such as stereotyping, unsubstantiated first impressions that may influence a decision, and assessments based on different "comfort level" with people from dissimilar groups.
- 10) The Chief Diversity Officer ensures that documenting the selection process is executed fully and retaining all records is also explained to each search committee member to assure that all documentation on all applicants is maintained through the hiring and selection process. The search committee members are also told about the Freedom of Information Act and that all applicants have the right to file a complaint with the Commission on Human Rights and Opportunities, if they feel that they were not treated fairly during the interview and the selection process.
- (d) The University has provided career development opportunities to all interested and qualified employees, with emphasis on those groups found to be underutilized in the workforce by:
  - The University encourages all staff to participate on University committees to enhance development. Participation in University committee's is encouraged and employees chair and participate in a large variety of committee meetings. The President also participates in a number

- of University wide committees and attends many meetings throughout the reporting period. Employees represent diversity in many ways by race, culture, gender, work title and full time and part time status. Students are also encouraged to participate in University Committees.
- 2) The Human Resources Department will inform all staff of internal staff development and promotional opportunities. The Human Resources Department will distribute information about promotional opportunities that occur throughout the reporting period. The HR Department provides information about training and staff development opportunities.
- 3) Either (or both) the Office of Diversity and Equity and/or the Human Resources Department will promote and support training and development for all employees. As an academic environment, all types of training are provided to staff, faculty and students on a weekly basis throughout the academic year by the University. The President, leadership team, supervisors and managers promote and support staff to attend training and professional development opportunities that occur throughout the reporting period.
- 4) Either (or both) the Office of Diversity and Equity and/or the Human Resources Department will promote and provide career counseling sessions (as reported in the *Career Mobility section, under Section 46a-68-91(a) and (b))* through the reporting period. The Chief Diversity Officer and either the Chief Human Resources Officer (or a member of the Human Resources Department) will provide career counseling sessions with employees and discuss educational, promotional opportunities and opportunities within the CSCU. Each office (and representative) assist with the review of the employee's resumes, resume writing and interviewing tips are also provided.
- (c) Nothing in this section shall be construed to absolve the University of its obligations under sections 46a-68-78, 46a-68-79, 46a-68-80, 46a-68-81, 46a-68, 85, 46a-68-87, 46a-68-89 and 46a-68-90 and 46a-68-92 of the Regulations of Connecticut State Agencies.

#### Section P

#### Element No. 16

## INNOVATIVE PROGRAMS

Sec. 46a-68-93

#### **Innovative Programs**

Under Section 46a-68-93(a) of the Affirmative Action Regulations of Connecticut State Agencies, the University has participated in the development and implementation of programs not covered elsewhere in the Affirmative Action Plan, which continues to be an important part of the road to affirmative action. Accordingly, the University has developed programs for the campus community to create opportunities, not otherwise available, to achieve the full and fair participation of all protected group members. Within this framework, the University is proud to provide information on the accomplishments in this area. The programs included in this report will showcase the diverse environment at the University and an understanding of affirmative action while supporting a diverse workforce. The following initiatives attempt to step outside the traditional arena and are as follows:

- (1) Summer Employment Programs: N/A
  During the reporting period, the University did not sponsor or create opportunities for summer employment programs.
- (2) Youth Programs: <u>University's participation in on and off-campus programming</u>
  During the reporting period, the University participated in the following youth programs:

On July 31, 2017 and August 1, 2017, high school sophomores and seniors from the participating Upward Bound program (please review section (9) re: Outreach for High School and College Students for more information about the Upward Bound program) hosted research and visual presentations for peers as a College and Career Fair (on each date) to provide visitors and participants with detailed information about various researched colleges (in-state and out-of-state, including Western Connecticut State University) as well as varying professions of interests by the participants.

On March 16, 2018, Members of the University's Gender and Sexuality Alliance ("GSA") as well as students not affiliated with the GSA attended the 25th Annual True Colors Conference. Joined by participants from the northeast and nationally, the comprehensive conference will focus on LGBTQ+ youth issues in more than 220 workshops. True Colors is a nonprofit organization in Hartford that works with other social service agencies, schools, organizations and within communities to ensure that the needs of sexual and gender minority youth are both recognized and competently met. The organization trains more than 6,000 people annually, organizes the largest LGBTQ+ youth conference in the country with more than 3,000 attendees and manages the state's only LGBTQ+ mentoring program. True Colors has been spotlighted by both national and local media for their expertise in LGBTQ+ youth issues.

- (3) Apprenticeships: N/A During the reporting period, the University has not sponsored or created apprenticeships or apprenticeship opportunities.
- (4) Work Study Programs: University's Federal Work Study Program

In order to prepare the next generation of workers, University students are encouraged to take on available internship opportunities at the University. The Federal Work Study Program is a federally funded program *based on financial need*. Because the program is financially need based, work experience is not the qualifying factor. In order to work under the Federal College Work Study Program, a student must have financial need, as determined by FAFSA.

The dollar amount awarded under the College Work-Study Program to a student on his/her Award Letter, is not a guaranteed receivable. It is a fair estimate of what a student could earn. Work-Study is an allotment that students can earn if they have a job on campus. It is not money that is directly deferred on their bill, or automatically applied while they are working. If a student does not put in the necessary hours or is released from employment for just cause, the money shown on the Award Letter will not be obtained. Student employees are utilized in all areas of the University from administrative offices to facilities/maintenance work crews.

During the reporting period, below is the list of the represented university students who have sponsored internships:

• Ancell School of Business −1 WM, 2 WF, 2 OM, 2 OF

• Alumni Office —1 WM and 1 WF

• Diversity and Equity = 1 BF

■ Enrollment Management — 1 HF and 1 OM

• Intercultural Affairs — 1 WM, 2 WF, 2 BM, 2 BF, 2 HM, 1 HF

Graduate Studies -1 WF

Honors Program
 Macricostas School
 Mw, 1 WF, 1 BM, 2 HF

(Arts and Sciences)

Office of Financial Aid
 Office of Admissions
 -1 WM, 2 WF, 1 BM, 1 HM, 2 HF
 -3 WM, 2 WF, 3 BM, 1 BF, 1 HM

President's Office — 1 WF
 School of Prof. Studies — 1 WF

VPAC
 –1 OM and 1 OF

All student employees **must be matriculated in at least 6 credits per semester** to remain eligible to work on campus. Student employment is an integral part of the university and of university life for many students. Student labor benefits the school in almost every academic and administrative department on campus. The student's employment can be related to his/her major and/or interests and work schedules can be arranged around the student's academic schedule.

The University employs approximately 400 students during the academic year. The types of jobs available are as diverse as the students themselves. There is a complete list of jobs and their descriptions available for students to examine in the Office of Student Financial Services. Students are paid biweekly with an hourly rate of pay contingent on the difficulty

of the position and the experience of the student. The first paycheck is held back for two weeks, as required by the state.

<u>Institutional Payroll</u> is *not* based on a student's financial need in relation to qualifying under the federal programs. Students are employed under this program based on the needs of the department, the availability of funds, and the student's experience in specific areas. All federal and state funds are subject to federal and state regulations and the University will comply as mandated.

(5) Job Sharing Arrangements: N/A
During the reporting period, the University has not sponsored or created job sharing arrangements and/or opportunities.

#### (6) Internships: **University's Career Success Center**

The University's Career Success Center sponsors the *Cooperative Education Internship Program* which helps to prepare students to become job world ready and to progress confidently toward graduation and launch meaningful careers. Whether you are a first-year student, about to graduate or already have graduated, The University has an employer resource system named "WestConn Works" to provide all students with an important source/link to various internship referrals, career-related events, and career exploration tools. Most importantly, WestConn Works is the main platform that the University uses to post internships, job opportunities, and other important career-related information.

For more information about these programs, please visit: <a href="http://www.wcsu.edu/careersuccess">http://www.wcsu.edu/careersuccess</a>

#### (7) Day Care Programs: <u>University's Child Care Center</u>

This establishment is licensed by the State of Connecticut and accredited by the National Association for the Education of Young Children (NAYEC). The Child Care Center provides a safe place for employees and student to enroll children from ages 3 to 5 to obtain high quality, developmentally appropriate experiences as well as a safe, developmentally appropriate environment. The focus is to provide a stimulating early care and education experience which promotes each child's social/emotional, physical and cognitive development. Recent events include pancake breakfast, computer time, celebration of the Chinese New Year, Halloween and Reading Time.

For more information about the University's Child Care Center, please visit: <a href="http://www.wcsu.edu/childcare/">http://www.wcsu.edu/childcare/</a>

- (8) Creation of New Positions: N/A
  During the reporting period, the University has had no need to create new positions within the University.
- (9) Outreach for High School and College Students: <u>University's Pre-Collegiate and Access Programs</u>

The University's Pre-Collegiate and Access Programs include the following programs:

#### ConnCAP/Upward Bound

The ConnCAP/Upward Bound Program is a year-round, college preparatory program serving 140 Danbury High School students from grades 9 through 12. The Excel Program is a middle-school (Broadview, Rogers Park and Westside Academy) feeder program for the ConnCAP/Upward Bound Program, currently serving 90 students in grades 7 and 8. The ConnCAS/ EA²P Program is a year-round academic enhancement program serving underprivileged college students.

#### **Excel Program**

The University Excel Program is an opportunity for middle school students to develop their academic potential and achieve their goal of admission into a post-secondary educational program upon completion of high school. The program serves Broadview, Rogers Park and Westside Middle School students in families where neither parent has completed a 4-year college degree and/or low income families whose taxable income is within our eligibility guidelines. The Excel Program is a year-round program currently serving up to 90 middle school students in the 7th  $-8^{th}$  grades.

This program begins recruiting students at the end of 6th grade to develop and strengthen their academic skills. The Excel Program is a feeder program for ConnCAP/Upward Bound and the majority of students continue on to participate in the high school. ConnCAP/Upward Bound will continue to edify and focus their academic and social-personal needs throughout high school in preparation for entrance into a post-secondary educational program.

A mandatory six-week, nonresidential summer program is conducted on the campus of Western Connecticut State University. The summer program, in conjunction with ConnCAP/Upward Bound, is designed to prepare students academically and socially for the upcoming school year. Students are given English, to strengthen their Language Arts and Writing Skills; Math, to strengthen their Mathematical skills.

During the academic year, each student meets with an academic advisor who monitors his or her academic and behavioral progress. Student progress is shared with parents at the end of each marking period, during parent conferences. The Excel Program works collaboratively with students, parents, teachers, and guidance counselors to assure that students will work towards their academic potential.

The Excel Program involves students in their school and community through club meetings, community service and field trips, thereby enabling the facilitation of a sense of community and unity developed over the summer. The program is funded through the Connecticut Department of Higher Education along with additional support from the Danbury Board of Education. In short, the University Excel Program stands for respect for others, respect for yourself, and the pursuit of lifelong learning!

#### ConnCAS/ EA²P(Educational Achievement and Access Program)

The University's ConnCAS/ EA²P (Educational Achievement & Access) program provides support for underrepresented and underserved students to successfully transition from high school to college and to continue completion of an undergraduate degree. The students' preparation for college is enhanced by their participation in a five (5) week residential program before starting college in the Fall semester. Student support and academic counseling are continued throughout the academic year. During the ConnCAS/ EA²P residential summer program, academic courses in math and English will be reinforced with tutorial sessions designed to prepare students for academic life.

Transitional workshops and campus presentations are created to promote achievement and student success in college. Students will also participate in leadership and teambuilding activities provided by our P.A.S.S. program (Programs for Achieving Student Success), Wide Angle Vision and various other departments on campus throughout the summer and academic year. The transition to college is much simpler for ConnCAS/ EA²P students when they begin their college careers in the Fall semester at the University. Students become familiar with the campus and faculty and will have support from the ConnCAS/ EA²P staff and counselors.

For more information about the above-noted programs, please visit: <a href="http://www.wcsu.edu/pcaap/">http://www.wcsu.edu/pcaap/</a>

#### (10) Reassignments: N/A

During the reporting period, the University has had no need to create reassignment opportunities within the University.

(11) Positive, Results-Oriented Program(s) designated to achieve Affirmative Action:

**Faculty Development Funds**: Under the terms of the CSU-AAUP contract, Article 9.6 and 12.10.1, the University annually allocates funds for faculty development, "which shall be construed broadly to mean activities by and for members that enhance their ability to be productive and innovative professionals." A maximum of \$1,200 may be granted to any individual full-time faculty member and \$600 to any individual part-time faculty member. The Faculty Development and Recognition Committee reviews and grants funds that are available to many individuals, so prior use of the Fund as well as merit of activity will be considered. In cases where the dollar total for approved applications exceeds available funds in a given funding period, preference will be given to applicants who have not been awarded full funding in the previous fiscal year." Applications for "in-house" workshops do not have a specified maximum funding level, but will be reviewed on the basis of merit and numbers of individuals across the University community who will benefit from the workshops. Proposals from AAUP members may be co-sponsored with non-members.

For more information about this Fund and application guidelines, please visit: <a href="https://www.wcsu.edu/facultystaff/handbook/pages/fac-fund-app.asp">https://www.wcsu.edu/facultystaff/handbook/pages/fac-fund-app.asp</a>

<u>President's Initiative Fund</u>: The University President established a President's Initiative Fund to support new projects of faculty, students, and staff that capitalize on the University's distinctive Western Connecticut location. The initiative is meant to advance one of the University's core competencies: the ability to employ its regional advantage to educate for global realities. During this reporting period, the President's Initiative sponsored activities during Hispanic Heritage Month, Black History Month, Women's History Month as well as Veteran's Day commemorations.

For more information about this Fund and updates, please visit: <a href="http://www.wcsu.edu/newsevents/pif-updates.asp">http://www.wcsu.edu/newsevents/pif-updates.asp</a>

Minority Recruitment and Retention Committee: This AAUP bargaining unit committee meets regularly with the Chief Diversity Officer to develop strategies to attract a diverse faculty applicant pool. Additionally, the Committee frequently reviews proposals to support faculty attendance at workshops and conferences which expand their knowledge of their particular discipline. During the reporting period, the University continued its support of teaching faculty's attendance at professional conferences as well as assisting with relocation costs of new faculty members to the Danbury area.

For more information about this Committee and application for funds, please visit: <a href="http://www.wcsu.edu/minority/">http://www.wcsu.edu/minority/</a>

Minority Recruitment and Mentoring Committee: This SUOAF-AFSMCE bargaining unit committee meets regularly with the Chief Diversity Officer to discuss recruiting strategies and to develop programming which enhance the work environment for employees, including highlighting career opportunities both internal and external to the University. During the reporting period, the University continued to encourage and support administrative staff attendance at professional conferences.

For more information about this Committee, application and guidelines, please visit: <a href="https://wcsu.edu/suoaf/documents/MRM%20Application.pdf">https://wcsu.edu/suoaf/documents/MRM%20Application.pdf</a>
<a href="https://wcsu.edu/suoaf/documents/MRM%20Guidelines.pdf">https://wcsu.edu/suoaf/documents/MRM%20Guidelines.pdf</a>

#### University's Fall and Spring Semester Diversity Events Calendar

At Western, we believe in fostering a dynamic and vibrant learning environment by engaging our university and local community in thought-provoking discussions about issues that matter and meaningful programs to create culturally competent citizens. Beginning January 31, 2018, the University's Office of Diversity and Equity sponsored and promoted the use of the University Diversity Events Calendar. This calendar allows the university community to become involved in high-impact events, information sharing, ideas and insights on issues of social justice and equity.

To access the University's Semester Diversity Events Calendar, please visit: <a href="http://www.wcsu.edu/news/2018/02/01/spring-2018-cultural-diversity-calendar/">http://www.wcsu.edu/news/2018/02/01/spring-2018-cultural-diversity-calendar/</a>

#### **University's Community Service/Volunteer Opportunities:**

The University provides students and employees with opportunities to participate in community service projects and/or volunteer options (on and off campus). Many participants get involved through their athletic teams, student organizations, fraternities and sororities, and other organizations. Regardless of a student's major and/or a participant's interests, there are many opportunities for either a student and/or employee to become involved. Volunteer opportunities can last anywhere from a few hours over the course of a day or weekend for special events to major commitments of time and energy. Volunteer work provides students and/or employees with training and skills that can be invaluable to you in the participant's current (or future) career endeavors.

For more information about the University's community service/volunteer opportunities, please visit: <a href="http://www.wcsu.edu/community-service/volunteer-opportunities/">http://www.wcsu.edu/community-service/volunteer-opportunities/</a>

#### Annual Community Service Fair

The University holds annual community service fairs to allow local non-profit organizations to provide information about their services and connect with university participants and local volunteers looking for opportunities to help out. The last event was held on February 7, 2017 which was well attended.

For more information about this event, please visit: <a href="http://www.wcsu.edu/community-service/events/">http://www.wcsu.edu/community-service/events/</a>

#### Western's Day of Service

On April 20, 2018, the University held its annual Western Day of Service, a community service event where over 600+ volunteers register to help not-for-profit organizations in the Greater Danbury Area. From reading to elementary school students, painting stairwells, sorting through donated clothes, cleaning, pulling weeds or washing fire trucks and ambulances, there was something worthwhile for every participant to do everywhere around the Danbury area.

For more information about this event, please visit: <a href="http://www.wcsu.edu/community-service/western-day-of-service/">http://www.wcsu.edu/community-service/western-day-of-service/</a>

#### Garden Volunteer Days

Garden Volunteer Days were scheduled for March 8, March 22, April 21 and April 22, 2017. In 2017, Earth Day was scheduled for April 22, 2017 and the Jane Goodall Permaculture Garden provides updates and details about these volunteer days planned in the greenhouse and the garden.

#### Animal Week

From April 17, 2017 to April 21, 2017, the University hosted animal-related events and activities happening on the midtown campus at noon each day. Free to the public and WCSU students to participate.

#### Fairfield County's Community Foundation - Giving Day

On March 1, 2018, the University participated in "Giving Day" powered by Fairfield County's Community Foundation Giving Day to raise money for local nonprofit organizations in just 24 hours through online donations. It invites those who love Fairfield County to come together and make an incredibly powerful, collective impact by supporting local nonprofits. Students and staff are encouraged to offer any donation amount to support this effort, and to promote a means to create change in Fairfield County, focusing on innovative and collaborative solutions to critical issues impacting the community.

For more information about this event, please visit: <a href="https://fcgives.org/">https://fcgives.org/</a>

- (b) Additionally, during this reporting period and with the assistance of students (and/or student clubs/associations), staff and the local community, the University once again sponsored many widely-publicized events:
  - On March 4, 2017: Learn to Management Anxiety and Trauma event
    On March 4, 2017, the University sponsored a session named "Learn to Manage
    Anxiety and Trauma" with Dawyn Cloud Alter, a therapist and an emotional
    freedom technique ("EFT") Practitioner with over 25 years of experience in helping
    people of all ages with anxiety, panic, fear, trauma, and more. The small-group
    workshop taught participants how to use EFT in conjunction with cognitive
    behavior therapy. The skills and techniques you learn will become new life skills,
    enabling you to navigate your own ship successfully. Two identical sessions were
    offered, morning and afternoon. The workshops were free to all WCSU students.
    For more information about Ms. Alter, visit: <a href="http://alter-nativehealing.com/">http://alter-nativehealing.com/</a>

#### October 3, 2017: DACA, Dreamers and Deportation Forum

WCSU Professor of Sociology, Dr. Carina Bandhauer led the panel discussion about the Trump administration's decision to rescind the DACA ("Deferred Action for Childhood Arrivals") program and the ramifications of this change. The forum was free and open to the public. Co-sponsors are the School of Arts and Sciences, the Office of Diversity and Equity, the Office of InterCultural Affairs, and members of the Connecticut Students 4 a Dream. The panel discussion was offered as part of the WCSU celebration of <a href="Hispanic-Latino Heritage Month">Hispanic-Latino Heritage Month</a>, a diverse program of university events in September and October that also features lectures, a documentary film screening and dinners with a Hispanic and Latin American theme.

For more information about this event, please visit: <a href="http://www.wcsu.edu/news/2017/09/20/wcsu-to-present-forum-on-daca-dreamers-and-deportation/">http://www.wcsu.edu/news/2017/09/20/wcsu-to-present-forum-on-daca-dreamers-and-deportation/</a>

October 28, 2017: Mission Health Day

On October 28, 2017, the University hosted a Mission Health Day in the Bill Williams Gym in Berkshire Hall and Berkshire Hall lawn on the University's Midtown campus. The event was designed for local individuals and families in

need of health services, housing support and other community service aid. Medical professionals, social service advocates and student volunteers were there to provide a one-stop health, housing and social service fair that brings together more than 30 area agencies to provide immediate assistance to individuals who were in need of health, housing and social services assistance.

For more information about this event, please visit: <a href="http://www.wcsu.edu/news/2017/10/24/mission-health-day-at-wcsu/">http://www.wcsu.edu/news/2017/10/24/mission-health-day-at-wcsu/</a>

#### • November 7, 2017: Endowed Lecture on U.S. Labor Migration: Politics and Policy

On November 7, 2017, the inaugural Macricostas Family Arts and Sciences Endowed Speaker Series at the University presented a talk by a longtime observer of immigration in America. Daniel Costa, director of Immigration Law and Policy Research at the Economic Policy Institute, discussed "U.S. Labor Migration: Politics and Policy". Mr. Costa offered a background on the basics of the U.S. labor migration systems, including the various pathways through which migrants enter the U.S. labor market, and explored what a fair immigration system could look like. The talk was free and open to the public.

For more information about this event, please visit: <a href="http://www.wcsu.edu/news/2017/10/19/macricostas-lectures-bring-immigration-and-greek-history-to-wcsu/">http://www.wcsu.edu/news/2017/10/19/macricostas-lectures-bring-immigration-and-greek-history-to-wcsu/</a>

#### • November 18, 2017: Fast-A-Thon Muslim Student Association

On November 18, 2017, the Muslim Student Association hosted a "Fast-A-Thon" for participating students to pledge to fast from food and water as a reflection of what you're thankful for. Shaykh Usman Akthar was the featured speaker invited to offer religious insight with fasting and what it represents in the Muslim faith. The flyer was attached for review.

#### December 1, 2017: World AIDS Day

On December 1, 2017, the University's Office of InterCultural Affairs and the Gay-Straight Alliance participated in World AIDS Day in the lobby of the Student Center on the WCSU Midtown campus. A table was set and featured information about HIV/AIDS and students were given red ribbons and other items in support of the fight against HIV/AIDS. A representative from the AIDS Greater Danbury Project also made a presentation. The event was free and open to the campus community.

For more information about this event, please visit: http://www.wcsu.edu/newsevents/event.asp?event_id=44403

• December 1, 2017 to December 7, 2017: Hurricane Maria Relief Drive
The University is committed to addressing disaster relief situations by raising
awareness, implementing service projects and raising funds to assist people

affected by natural disasters. Various student clubs/associations, such as the Student Government Association ("SGA") and Roots and Shoots club have initiated disaster relief efforts to assist in the aftermath of Hurricanes Harvey, Irma, Maria and the earthquake in Mexico. Each student club/association has established a drive and/or fund for charitable donations to assist in the aftermath of these tragedy. An SGA flyer has been attached.

For more information about the Roots and Shoots club disaster effort, please visit: <a href="http://www.wcsu.edu/newsevents/event.asp?event_id=44402">http://www.wcsu.edu/newsevents/event.asp?event_id=44402</a>

#### December 9, 2017: Love Wins Concert

On December 9, 2017, the University hosted the "Love Wins! Benefit Concert," as a Celebration of Music to Benefit the Ana Márquez-Greene Scholarship Fund. The scholarship fund was created to honor the memory of Ana Grace Márquez-Greene, daughter of Jimmy Greene and Nelba Márquez-Greene, who lost her life at the Sandy Hook Elementary School on Dec. 14, 2012.

For more information about this event, please visit: <a href="http://wcsu.edu/news/2017/11/28/ana-marquez-greene-remembered-at-her-fathers-love-wins-scholarship-concert-at-wcsu/">http://wcsu.edu/news/2017/11/28/ana-marquez-greene-remembered-at-her-fathers-love-wins-scholarship-concert-at-wcsu/</a>

#### • Health Promotion and Exercise Science Department Annual Academic Internship Fairs and Events

The Health Promotion and Exercise Science Department hosts its annual internship fairs as well as academic events to connect local employers with students who need to obtain 450 unpaid hours with a local agency to complete their graduation requirements and earn up to 12 credits. Also, in collaboration with the Institute for Holistic Health Studies, university sponsored events are hosted throughout the academic year to offer students, staff and the university community with an opportunity to engage in and explore different aspects of holistic and integrative health through programming and instruction.

For more information about the Institute for Holistic Health Studies, please visit: <a href="http://wcsu.edu/ihhs/">http://wcsu.edu/ihhs/</a>

#### • The University Visual and Performing Arts Center 2017-18 Season

On September 27, 2014, the University welcomed more than 500 guests to experience the creative process at work at the gala opening of its new Visual and Performing Arts Center ("VPAC"). Students, faculty and staff were on hand to "put the building through its paces" in a multitude of spaces, including the Concert Hall, Studio Theatre, Art Gallery, Painting Studio, Recording Studio, Scene Shop, Dressing Rooms, Sculpture Studio, and M.F.A. Studios. In the weeks since the gala opening, the new facility has enhanced the artistic and academic experience for students, faculty, staff and patrons.

At 130,000 square feet, this uniquely designed facility is divided into three distinct wings: Theatre Arts, Music and Visual Arts, all connecting together in the stunning lobby with a ramp bridge that appears to float high above. Students taking courses in the art wing benefit from light shining through double-height, northern-exposed windows in the spacious painting and sculpture studios. They work in photography and graphic design studios equipped with both the latest computer technology and the legacy technology of traditional film development. The Art Gallery features northern-exposed light, a Panelock 200 display system. all atop beautiful maple flooring.

Music students rehearse and perform in the Veronica Hagman Concert Hall, which features a tri-level, in-the-round seating experience for an audience of up to 350; variable acoustics; state-of-the-art performance audio and lighting; 5:1 HD recording and two Concert Grand pianos: a <u>Steinway Model</u> "D" (Hamburg) and a <u>Yamaha CFX</u>, the flagship of the Yamaha concert piano line. A recording studio houses WCSU's new Audio and Music Production degree program and features a <u>Solid State Logic Duality</u> audio console — the finest in the industry.

Theatre students perform on the facility's Main Stage Theatre and Studio Theatre — both loaded with technology and functionality beyond many Broadway venues. Two theatre rehearsal studios, both equipped with audio/visual technology and sprung dance floors complement the university's increasingly popular musical theatre program. Dressing rooms, practice rooms and individual Master of Fine Arts in Visual Arts studios are all incorporated into the spaces, designed for students so they may experience a professional-quality arts education.

During the reporting period, the University's Visual and Performing Arts Center ("VPAC") has held various exhibitions, performances and galleries to showcase our student achievements in Theatre Arts, Music and Visual Arts.

To access the interactive calendar of events held at VPAC, please visit: <a href="http://www.wcsu.edu/svpa/events/">http://www.wcsu.edu/svpa/events/</a>

On February 27, 2018, Dr. John Clark, University President and Brian Vernon, Dean for the School of Visual and Performing Arts, hosted a community birthday celebration for Marian Anderson, a musical and civil rights icon who lived in Danbury. Mrs. Anderson was the first African American to perform at the Metropolitan Opera and later in life was recognized with several awards, including the Medal of Freedom. She sang at the inaugurations of presidents Eisenhower and Kennedy. This celebration introduced the University's campaign for the Marian Anderson initiative to raise funds to rename the School of Visual and Performing Arts in honor of Marian Anderson.

For more information about the University initiative, please visit: <a href="http://www.wcsu.edu/svpa/mariananderson/">http://www.wcsu.edu/svpa/mariananderson/</a>

#### Afro-Futurism: The Black Panther and the Black Panthers: Fantasy and Liberation

On February 22, 2018, the University's Office of Diversity and Equity, in conjunction with the English and History Departments, hosted a panel discussion about a future of liberation through the lens of a cultural past. The panel also explored how Afrofuturism questions new ways of being while retaining ancestral memory, with a focus on comics featuring black super-heroes. Topics will include the character of Black Panther, the narrative and origins of Western superiority, and the Black Panther movement.

For more information about the University initiative, please visit: <a href="http://www.wcsu.edu/news/2018/02/14/wcsu-to-host-panel-discussion-about-afrofuturism-the-black-panther-and-the-black-panther-and-liberation/">http://www.wcsu.edu/news/2018/02/14/wcsu-to-host-panel-discussion-about-afrofuturism-the-black-panther-and-the-black-panther-and-liberation/</a>

#### • WCSU for Holistic Health Studies - Health, Fitness and Wellness Fair

On April 10, 2018, the University hosted a Health, Fitness and Wellness Fair in the Bill Williams Gym in Berkshire Hall on the university's Midtown campus. There were multiple exhibitors from campus and the local area providing information and interactive exhibits, as well as students presenting their internship experiences for the IHHS. This event was free and open to the public. 33 vendors were registered to present at the fair. Among other presentations, healthy food and giveaways, the vendors include: Cucumber and Chamomile with demonstrations of reflexology and reiki; doTERRA Essential Oils with lessons on how to integrate oils into a healthy lifestyle, accompanied by free hand massages; Murphy Family Chiropractic presented a postural and spinal alignment screening; The Patient Whisperers provided group and individual relaxation hypnosis sessions; and Wells Valley Cat Rescue presented the benefits of being a cat owner as well bringing adoptable kittens to socialize.

For more information about this event, please visit: <a href="http://www.wcsu.edu/news/2018/04/09/wcsu-to-host-health-fitness-and-wellness-fair/">http://www.wcsu.edu/news/2018/04/09/wcsu-to-host-health-fitness-and-wellness-fair/</a>

#### 2017-2018 Career Success Center Job Fairs

On September 19, 2017 and March 28, 2018, the University's Career Success Center hosted two student job fairs which connected over 100+ local (and regional) employers with students seeking both permanent and summer employment opportunities. The University's Career Success Center Job Fairs are open to all University students and alumni as well as students and alumni from Eastern Connecticut State University, Central Connecticut State University, and Southern Connecticut State University.

For more information about the University's job fairs with the Career Success Center, please visit: <a href="http://wcsu.edu/careersuccess/students/career-fair/">http://wcsu.edu/careersuccess/students/career-fair/</a>

#### Section P

#### Element No. 16

### INNOVATIVE PROGRAMS

Sec. 46a-68-93

(ATTACHMENTS AND DOCUMENTATION)

WCSU Muslim Student Association

Date: 11.18.17

presents our first

Time: 4:00PM

Funded by: Student Gov Association

# FAST

- A -



# THON

Pledge

Pledge to fast from 5:27AM to 4:32PM on Saturday Nov. 18th.

Fast

Fast from food and water. Set your own guidelines for fasting as you reflect on what you're thankful for.

Dine

Join us for a FREE community dinner at 4PM in the WCSU Westside Campus Ballroom.

#### Guest Speaker Shaykh Usman Akthar

Buy a raffle ticket for a chance to win a \$25 gift card! Profits proceed to local masjids.

Location:

WCSU Campus Center Westside Ballroom 43 Lake Avenue Ext. Danbury, CT 06810

Contact karim006@connect.wcsu.edu with questions.



# Love Wins Concert

A Celebration of Music to benefit the

Ana Grace Marquez-Green Endowed Scholarship Saturday, December 9, 2017, 8 - 9:30 p.m. at Western Connecticut State University.

To purchase tickets online visit wcsuvpac.eventbrite.com

#### The SGA Student Philanthropy Committee Presents

# 

Help those affected by Hurricane Maria in Puerto Rico by donating your change.

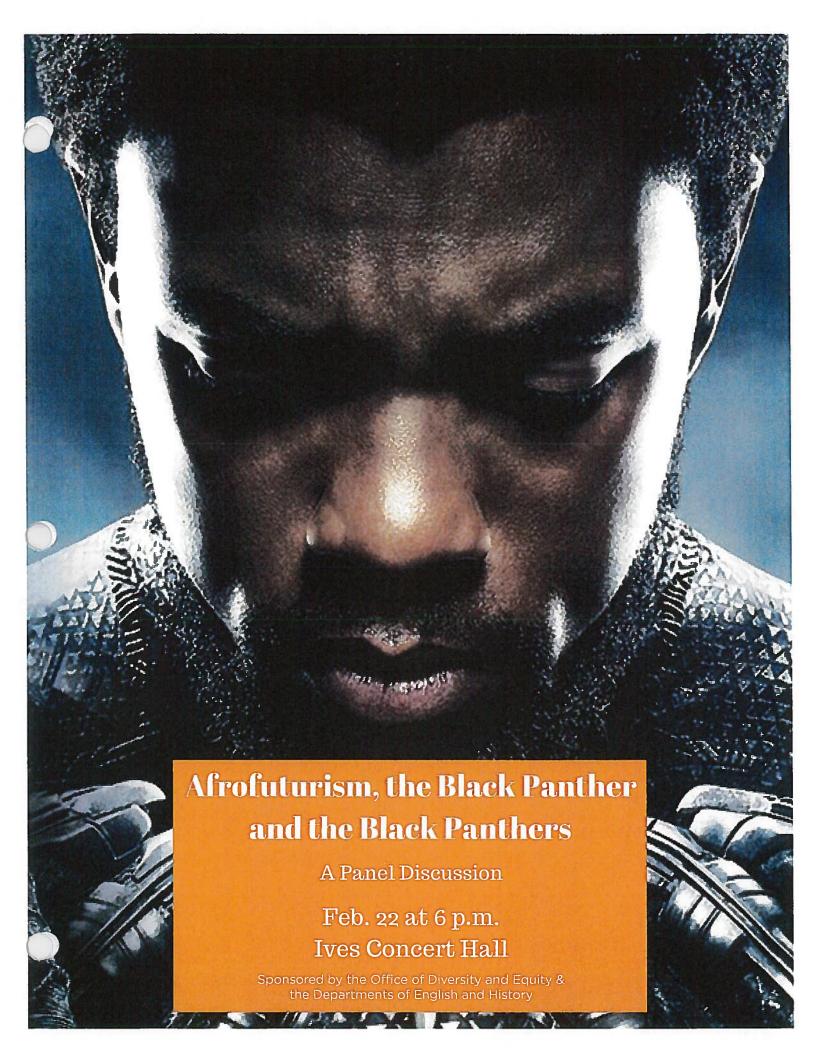


Donations you make will contribute to helping rebuild Puerto Rico.



See Student Government for more information!





# AFROFUTURISM, THE BLACK PANTHER, AND THE BLACK PANTHERS

THURSDAY, FEBRUARY 22ND 6:00 P.M.
IVES CONCERT HALL
LOCATED IN WHITE HALL



A discussion about a future of liberation through the lens of a cultural past



-Featured Panelists Lynne Johnson * Donald Gagnon
Steven Fulwood * William Foster
Demetrius Eudell

Sponsored By:
The Office of Diversity and Equity
Departments of English and History

# Western Connecticut State University

# SAVE THE DATE: FEBRUARY 27, 2018



a part of the initiative to name the School of Visual & Performing Arts in her honor. Anderson and learn how you may become celebration for the legendary Marian Please join us for a community birthday

wcsu.edu/svpa/mariananderson Veronica Hagman Concert Hall Visual & Performing Arts Center For more information, please Tuesday Feb. 27, at 6 p.m. (snow date Feb. 28) Tickets: \$35 per person at





# HISPANIC

Wednesday, Sept. 20 Kick-Off Event: A Taste of Latin America

4pm - 7pm

**SEPT. 15** 

™ OCT. 15

Hispanic/Latin American Themed Dinner

Westside Campus Center Market Place

Regular meal swipe

Public invited - cost \$9.75 (please RSVP to dennisd@wcsu edu)

Sponsored by Sodexo Food Service, Office of InterCultural Affairs

Keynote Address: Lt. Colonel David Rosado, Connecticut State Police Thursday, Sept. 28

Department of Emergency Services & Public Protection

7 p.m.

Westside Campus Center Ballroom North

Free and open to the public

Sponsored by: Justice & Law Administration Department, Office of Diversity & Equity,

Office of InterCultural Affairs

Tuesday, Oct. 3 A Public Forum: DACA, Dreamers and Deportation: New Developments

Midtown Campus - Warner Hall

2pm to5pm

Free and Open to the Public

Sponsored by the Division of Arts and Sciences, Office of Diversity and Equity; Office of Intercultural Affairs,

members of the Connecticut Students 4 a Dream

Wednesday, Oct. 4 Faculty Lecture: Dr. Donald Gagnon

Topic - Black Flowers with Latin Roots: Puerto Rico, Cuba, and the Cultivation of Black Art

5:30 p.m. - 6:30 p.m.

Midtown Campus - Warner Hall

Free and open to the public

Sponsored by the English Department, Office of InterCultural Affairs

Tuesday, Oct. 10 "Latin Explosion: A New America": A Documentary Film on the Latin Music Influence

7 p.m. - Q & A After Film

Midtown Student Center Theatre

Free and open to the public - light refreshments will be served

Sponsored by the Latin American Student Organization (LASO):

Office of Diversity & Equity: Office of InterCultural Affairs

Wednesday, Oct. 11 A Taste of Latin America

Hispanic/Latin American Themed Dinner

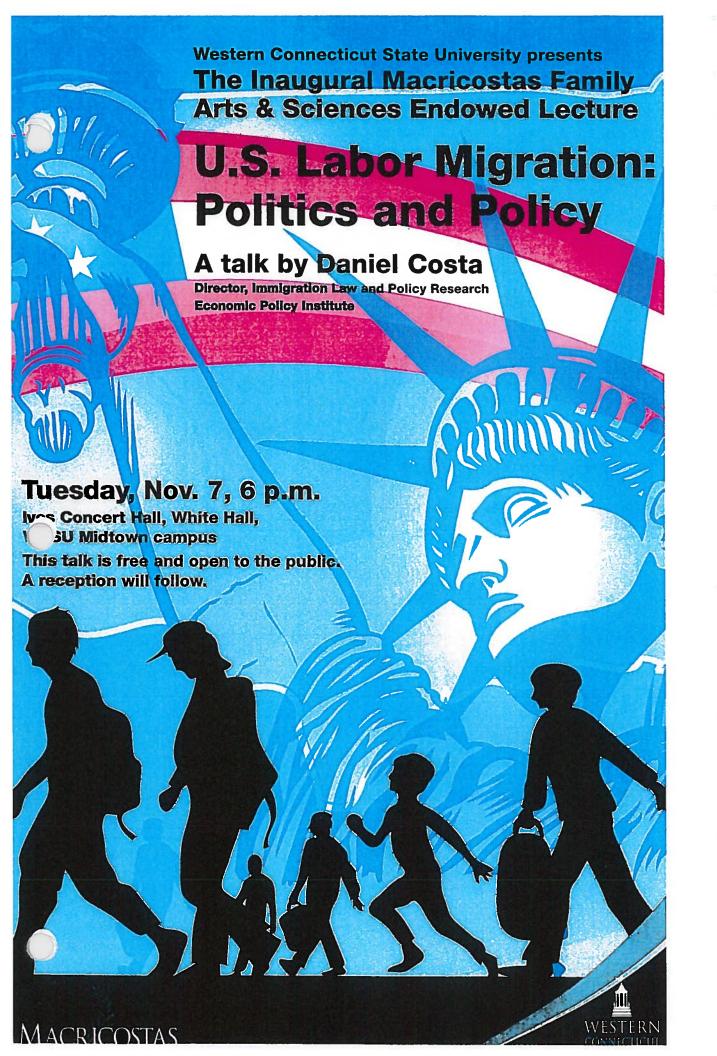
4 pm. - 7 p.m.

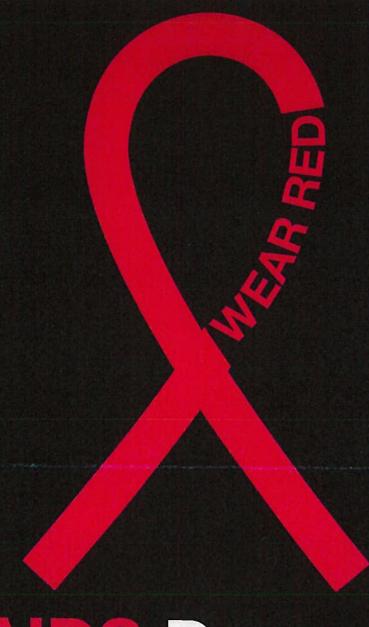
Midtown Student Center Restaurant

Regular meal swipe

Public invited - cost \$9.75 (please PSVP to dennisd@wcsu.edu)







# December 1 World AIDS Day

Wear red to show your support in the fight against HIV.

Stop by the GSA informational table to receive your free red ribbon on Thursday, November 30, 2017.

Join us in discussion along side our guest speaker from the





# Section Q Element No. 17

#### CONCLUDING STATEMENT

Sec. 46a-68-94

#### CONCLUDING STATEMENT

As President, and appointing authority of Western Connecticut State University ("WCSU" or "University"), I acknowledge that the ultimate responsibility for promoting and enforcing affirmative action rests with me, who shall account for the success or failure of the WCSU Affirmative Action Plan.

I have read the WCSU Affirmative Action Plan. The contents accurately reflect the status of Affirmative Action at the University to the best of my knowledge. I acknowledge that every good-faith effort to achieve the objectives and goals set forth in the plan has been made.

Additionally, I attest that the University's Chief Diversity Officer reports directly to me.

7 24 18 Date